

DELEGATED FILE NOTE

CASE OFFICER: ...Vicki Wood.....

**APPLICATION
REFERENCE**

**BRIEF DESCRIPTION OF
DEVELOPMENT**

APPLICATION SITE

26/00329/FPH

Two storey side extension following
demolition of existing side element.

41 Sollershott East
Letchworth Garden City
Hertfordshire
SG6 3JN

Submitted Plan Nos

FEA/25/01 FEA/25/02 FEA/25/03

1.0 Policies

1.0 **Local and National Policy**

1.1 **National Planning Policy Framework (NPPF) (2024)**

Section 2 – Achieving sustainable development

Section 12 – Achieving well-designed places

Section 14 - Meeting the challenges of climate change, flooding and coastal change

Section 16 – Conserving and enhancing the historic environment

1.2 **North Hertfordshire Local Plan (2011-2031)**

Strategic Policies

Policy SP1 – Sustainable Development in North Hertfordshire

Policy SP2 – Settlement Hierarchy and Spatial Distribution

Policy SP9 – Design and Sustainability

Policy SP13 – Historic environment

Development Management Policies

Policy D1 – Sustainable design

Policy D2 – House extensions, replacement dwellings and outbuildings

Policy D3 – Protecting living conditions

Policy HE1 – Designated heritage assets

1.3 **Supplementary Planning Design (SPD)**

NHC Sustainability (2024)

2.0 **Relevant Site History**

2.1 None.

3.0 **Representations**

3.1 **Press, Site and Neighbour Consultation** – None received.

3.2 **LGCHF** – None received but Approvals Stage 1 & 2 have been provided in support of the application.

3.3 **NHC Tree & Landscape Officer** – No objection subject to detailed Arboricultural Method Statement.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site lies within the Letchworth Conservation Area and occupies a triangular plot on the south side of Sollershott East where this meets with the junction of South View to the east. Vehicular access appears to be present from South View to a pitched roof garage at the eastern point, though this does not appear to have been used in recent times. There are numerous trees on the site, some of which are significant. An existing sub-station lies alongside the site boundary to the south. The site comprises of a semi-detached residential dwelling with the attached neighbour being to the west. The

garden is sizable with a dilapidated timber outbuilding sited alongside the northern boundary with Sollershott East.

- 4.1.2 The application site is within the settlement boundary for Letchworth where development is generally acceptable subject to policy requirements.

4.2 **Proposal**

- 4.2.1 Two storey side extension following demolition of existing side element.
- 4.2.2 The application is supported by an Arboricultural Report given works to trees are proposed.

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are as follows:
- The acceptability of the design of the proposed development and its resultant impact on the character and appearance of the Conservation Area.
 - The impact that the proposed development would have on the living conditions of neighbouring properties.
 - The impact that the proposed development would have on car parking provision in the area.
 - The impact that the proposed development would have on the environment.

Design

- 4.3.2 The objectives of the National Planning Policy Framework (NPPF) include those seeking to secure the creation of high quality, beautiful and sustainable buildings and places (Section 12 – Achieving well-designed places). Paragraph 131 of the NPPF states that “*Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities*”. In this regard, Policy D1 and D2 of the Local Plan are consistent with the objectives set out within the NPPF.
- 4.3.3 Following demolition of an existing ground floor bay window element to the east side elevation of the dwelling, the proposed development would see the construction of a two-storey side extension. The proposed extension would be flush with the existing north (front) elevation of the dwelling and would be set in from the rear element of the dwelling. The roof form would comprise of a dual-pitched roof with valley gutter and would be set below the existing ridge height. Openings would comprise of a front door to the north elevation fronting Sollershott East with additional openings at ground and first floor level to the west elevation. Materials would match the existing incorporating red brickwork to the lower section of the east elevation with white painted render to first floor level and to the ground and first floor level of the north elevation.
- 4.3.4 As part of the general works, the proposed development includes the removal of several small insignificant trees that offer little in the way of a contribution to the character and appearance of the conservation area. However, two large trees identified in the Arboricultural Report as T001 (Spruce) and T007 (Cedar), T001 is located to the rear of the dwelling and T007 to the east of the dwelling and set back within the site. The Tree and Landscape Officer advise that both trees having considerable height are likely to quickly outgrow their context and with the presence of several other mature trees their loss would amount to minimal impact to the surroundings and would not have a significant impact to the conservation area.

- 4.3.5 I am satisfied that the scale and design of the proposed development is acceptable and would not result in an inappropriate imbalance to this pair of dwellings. Whilst the development would be visible in the street scene, it would not visually detrimental to the character and appearance of the area and would be in accordance with Policies D1 and D2 of the Local Plan and Section 12 of the NPPF.

Impact on Heritage Assets

- 4.3.6 Within a Conservation Area, the Council has a duty to pay special attention to the desirability of preserving or enhancing the character or appearance of that area, in accordance with Section 72 of the Listed Building and Conservation Areas Act (1990). Furthermore, Section 16 of the NPPF sets out guidance relating to sustaining and enhancing heritage assets. In this regard, Policy HE1 of the Local Plan is consistent with the NPPF.
- 4.3.7 When considering the impact of proposed development on the significance of a designated heritage asset (such as a Conservation Area), the NPPF notes that great weight should be given to the asset's conservation; the more important the asset, the greater the weight should be.
- 4.3.8 The proposed development would not have any significant impact on the character and appearance of the conservation area. The proposed design and materials are considered sympathetic to the locality and to the conservation area and there would not be any harm to the heritage significance of the conservation area.
- 4.3.9 I am satisfied that the development is acceptable and in accordance with Policy HE1 of the Local Plan and Section 16 of the NPPF.

Impact on Neighbouring Properties:

- 4.3.10 A core planning principle set out in the NPPF is to always seek to secure a good standard of amenity for all existing and future occupants of land and buildings. This principle is reflected in the provisions of Policy D3 of the Local Plan.
- 4.3.11 I am satisfied that the proposed extension, by virtue of its scale and position on the property would not impact existing residential amenity to any significant degree and would be in accordance with Policy D3 of the Local Plan and Section 12 of the NPPF.
- 4.3.12 I am satisfied that the proposal is in accordance with Policy D3 of the Local Plan and Section 12 of the NPPF.

Highways and Parking:

- 4.3.13 The proposed development does not include an increase in the number of bedrooms, therefore there would be no car parking issues arising from the proposed development.

Biodiversity Net Gain (BNG)

- 4.3.14 This development is not subject to the statutory Biodiversity Gain Plan condition because it is exempt under the statutory exemptions as set out in paragraph 17 of Schedule 7A of the Town and Country Planning Act 1990 and the Biodiversity Gain Requirements (Exemptions) Regulations 2024.

Environmental Implications:

- 4.3.15 The Council's Sustainability Supplementary Planning Document (2024) seeks to ensure that new developments are future proofed against the challenge of climate change.
- 4.3.16 Section 14 of the NPPF sets out how the planning system should support the transition to a low carbon future. The principles set out in Section 14 are reflected in Policy D1 of the Local Plan, which sets out that development proposals should take all reasonable opportunities to reduce energy consumption and waste, retain existing vegetation and propose new appropriate planting, and future proof for changes in technology and lifestyle.
- 4.3.17 Based on the details submitted, the proposed development, is unlikely to have any significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Policy D1 of the Local Plan and Section 14 of the NPPF.

4.4 **Conclusion**

- 4.4.1 The proposed development is considered acceptable and in accordance with Policies SP1, SP9, SP13, D1, D2, D3 and HE1 of the Local Plan 2011-2031 and Sections 2, 12, 14 and 16 of the NPPF.

4.5 **Alternative Options**

- 4.5.1 N/A

4.6 **Pre-Commencement Conditions**

- 4.6.1 The agent has agreed to the pre-commencement condition regarding submission of an Arboricultural Method Statement.

5.0 **Recommendation**

- 5.1 That planning permission be **GRANTED** subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting approved documents and plans listed above.

Reason: To ensure the development is carried out in accordance with details which form the basis of this grant of permission.

3. The extension hereby permitted shall be built in external materials to match the existing dwellinghouse unless otherwise agreed in writing by the Local Planning Authority.

Reason: To protect the visual amenities of the locality and to comply with Policies D1 and D2 of the North Hertfordshire Local Plan 2011 to 2031.

4. Prior to the commencement of the development hereby permitted an Arboricultural Method Statement (AMS) and Tree Protection Plan (TPP) shall be submitted to and approved in writing by the Local Planning Authority. The Method Statement must detail safe construction methods for development within the identified root protection zone of the trees to be retained on site as shown in the Arboricultural Report dated 18th December 2025 . The Arboricultural Method Statement (AMS) and Tree Protection Plan (TPP) should align to BS5837:2012 'Trees in relation to design, demolition and construction Recommendations and BS3998:2010 'Recommendations for tree work' as applicable. The works shall thereafter be carried out in complete accordance with the details approved pursuant to this condition.

Reason: To prevent damage to or destruction of the trees to be retained on the site in the interests of the appearance of the completed development and the visual amenity of the locality, and to comply with Policy NE2 of the North Hertfordshire Local Plan 2011 to 2031.

Proactive Statement:

Planning permission has been granted for this proposal. Discussion with the applicant to seek an acceptable solution was not necessary in this instance. The Council has therefore acted proactively in line with the requirements of the Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Signed  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 31 March 2026	