

DELEGATED FILE NOTE

CASE OFFICER: ...Harriet Sanders.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00175/LBC	Internal and external alterations.	24A Bucklersbury Hitchin Hertfordshire SG5 1BG

Submitted Plan Nos

230-001 230-002 Existing Ground Floor Plan 230-003 Existing Rear Elevation 230-004 Existing Section A
230-020 Proposed Ground Floor Plan - Rev A 230-021 Proposed Ground Floor Plan with Downtakings -
Rev A 230-022 Proposed Roof Plan - Rev A 230-023 Proposed Rear Elevation 230-024 Proposed Section
A - Rev B

1.0 Policies

2.0 **Site History**

- 25/01124/FP - Insertion of rooflight to the existing rear roof pitch facing the existing integrated courtyard, installation of bi-fold glazing doors and sliding doors to the courtyard. Replacement of the existing corrugated fibre-cement roof. CP 30.06.2025.
- 25/01125/LBC - Internal and external alterations. CCON 30.06.2025.
- 26/00174/NMA - Amendment to rooflight design from openable rectangular to fixed circular rooflight and changes to external wall finish to include addition of a standing-seam zinc cladding installed over existing render and painted brick walls (as Non-Material Amendment to application reference 25/01124/FP granted 30.06.2025). Decision pending.

3.0 **Representations**

3.1 NHDC Conservation officer – no objections – comments are summarised as follows:

“The areas affected by the proposal possess low or moderate significance (see 2.6 of DAS). This proposal is clearly set out and well-articulated and there is no need to seek amendments and I do not see the need in heritage terms to impose any conditions other than the standard 3-year condition.

*I conclude that I find this proposal **UNOBJECTIONABLE**.”*

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 Dwelling and shop unit located on the west side of Bucklersbury. Grade II listed.

4.2 **Proposal**

4.2.1 LBC is sought for:

“Internal and external alterations.”

4.2.2 The application is supported by a DAS which includes a Statement of Heritage Significance and detail the works as follows:

External alterations:

- *Alteration of the existing courtyard, including the removal of the existing wall and existing French doors facing the courtyard, to be replaced with new glazed bi-fold and sliding doors and new column to support existing beam.*
- *New landscaping for the courtyard.*
- *Installation of a new rooflight to the existing single-storey section at the rear of the building. (Not visible from the public)*
- *Replacement of existing fibre cement roofing to corrugated metal roof and future installation of solar panels to the rear section of roof.*

Internal alterations:

- *Relocated and new fitting for WC and boiler.*
- *Removal of the existing internal wall to open the space for new sitting area and kitchen space.*
- *New fitting/bookshelf alongside of the hallway.*

4.3 Key Issues

- 4.3.1 The heritage assessment of the proposed alterations has been reviewed by NHDC Conservation Office who has made the following comments:

“Fig 2.4 in the DAS is helpful in establishing the building’s significance and with which I concur.

Although some of the works affect an area considered as possessing moderate significance, I can also confirm that I agree with the assessment provided at pages 19 & 20 of the submitted DAS regarding each intervention proposed.”

- 4.3.2 The Conservation Officer concludes:

“The areas affected by the proposal possess low or moderate significance (see 2.6 of DAS). This proposal is clearly set out and well-articulated and there is no need to seek amendments and I do not see the need in heritage terms to impose any conditions other than the standard 3-year condition.”

4.4 Conclusion

- 4.4.1 The proposals are acceptable in heritage terms.

4.5 Alternative Options

- 4.5.1 None applicable

5.0 Recommendation

5.1 That listed building consent be GRANTED subject to the following condition:

1. The work to which this consent relates shall be begun by not later than the expiration of the period of 3 years from the date of this notice.

Reason: To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 24 April 2026	