

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
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)	24A Bucklersbury Hitchin Hertfordshire SG5 1BG

Submitted Plan Nos

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 230-024 Proposed Section A - Rev B

1.0 Policies

HE1	Designated heritage assets
D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions

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.
- 26/00175/LBC - Internal and external alterations. Pending decision.

3.0 **Representations**

3.1 N/a.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

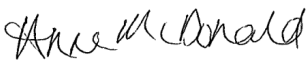
4.1.1 Dwelling and shop unit located on the west side of Bucklersbury. Grade II listed.

4.2 **Proposal**

4.2.1 The following amendments to the original planning permission are proposed:

“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).”

- 4.3.1 The key issue for consideration is whether the proposed amendments would constitute a material alteration to the previously approved scheme.
- 4.3.2 The parent permission ref: 25/01124/FP was granted 30.06.2025. The only changes proposed under this nma application are:
- *Amendment to rooflight design from openable rectangular to fixed circular rooflight.*
 - *Changes to external wall finish to include addition of a standing-seam zinc cladding installed over existing render and painted brick walls.*
- 4.3.3 The amendment would not be noticeable to neighbouring properties. No harm would be caused to the overall design and appearance of the property and the amendments would not be visible from the public realm.
- 4.3.4 Overall, the proposed changes amount to a very modest amendment.
- 4.4 **Conclusion**
- 4.4.1 The proposed changes to the scheme are not considered to be a 'material' alteration to the previously granted planning permission. A non-material amendment is AGREED.
- 5.0 **Recommendation**
- 5.1 That the non-material amendment is AGREED

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