

North Herts Council
PO Box 7075
Manchester
M28 8JX

Our ref: 5124

30 April 2026

Dear Sir/Madam,

Installation of dormer windows and erection of staircase and associated external alterations to garage at 22 Kimpton Road, Blackmore End, Hertfordshire, AL4 8LD

We are pleased to submit a Householder Planning Application on behalf of Mr Stuart Carr-Jones (herein referred to as the 'Applicant' for the installation of two dormer windows and erection of a spiral staircase and associated external alterations to the existing garage at the property of 22 Kimpton Road, AL4 8LD (herein referred to as the 'Site').

This letter takes the form of a Planning Statement, providing further details of the proposal and setting out the planning justification. The application is also accompanied by the following plans and documents:

- Location Plan
- Block Plan – Drawing No. KPR/03 R1
- Existing Elevation Plans – Drawing No. KPR/01 R1
- Existing Floor Plans - Drawing No. KPR/01 R1
- Proposed Elevations Plans – Drawing No. KPR/02 R5
- Proposed Floor Plans – Drawing No. KPR/02 R5
- Application Form and Certificate of Ownership

Site and Surroundings

Kimpton Road is a residential street, situated within the defined village settlement boundary of Blackmore End where development is generally deemed acceptable in principle, subject to compliance with relevant planning policies.

The Site is located outside of any Conservation Area and is not a listed building. It is also not subject to any Article 4 directions or other specific planning restrictions.

The Site consists of a two storey detached dwelling, set within a generous plot, set back from the highway with an area of hardstanding to the front that provides ample off street parking. The property includes a

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detached garage building within its curtilage, set forward of the existing dwelling, built over two storeys. This detached garage building is subject to minor external modifications as part of this proposal.

The property is enclosed by established landscaping and boundary fencing on all sides, restricting visibility of the Site from the street and from neighbouring properties to the north and south. Adjacent properties on either side of the Site are also formed by detached two-storey dwellings, set within generous plot sizes with similar designs.

Planning History

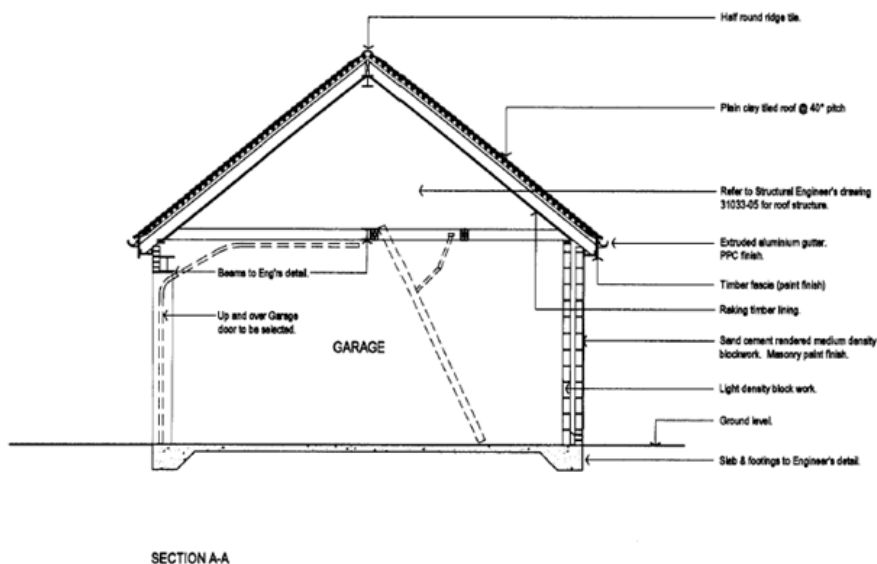
All relevant planning history pertaining to the Site is detailed below:

- The original planning consent for the construction of the five-bedroom detached dwelling with basement and detached double garage following the demolition of the existing dwelling was granted May 2006 under (reference 07/01364/1), which has since been implemented at the Site.

This approval is subject to several conditions. Of relevance is Condition 3 of the Decision Notice (included below) which specifically states that:

- 3 Before the occupation of the dwelling hereby permitted, the car parking facilities shown on the approved plan shall be marked out and made available, and shall thereafter be kept available solely for the parking of motor vehicles.

Reason: To ensure the provision of satisfactory car parking facilities clear of the public highway to meet the needs of the development.



(Approved Section Plan)



As illustrated in the approved Section Plan included above, the plan indicates a staircase leading up to a separate level on the first floor of the garage, which is referred to on the approved floor plans as a “loft”. This loft area is a distinct area, separate from the approved car parking facilities on the ground floor.

The proposals subject to this application will facilitate improved access and usability of this designated ‘loft space’ on the first floor of the garage and will not compromise the ground floor parking layout or its usability. Accordingly, as part of the proposals the existing parking provision at the Site would remain compliant with this condition, and no breach of planning control would occur.

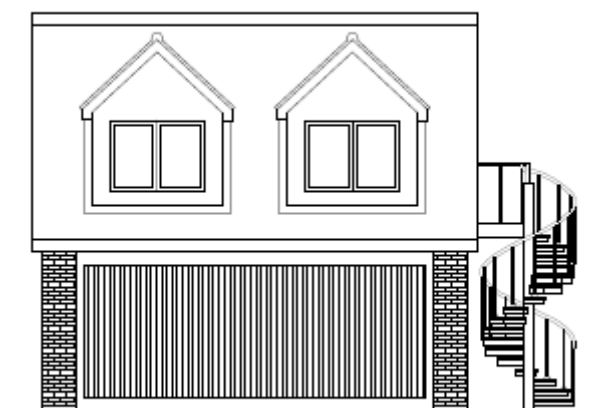
- Following this Planning consent (reference 08/02122/1) was granted in April 2009 for a variation to the original approval (reference 07/01364/1, dated 18 July 2007) which allowed for the retention of the enlarged and repositioned double garage currently implemented on the Site.

Proposed Development

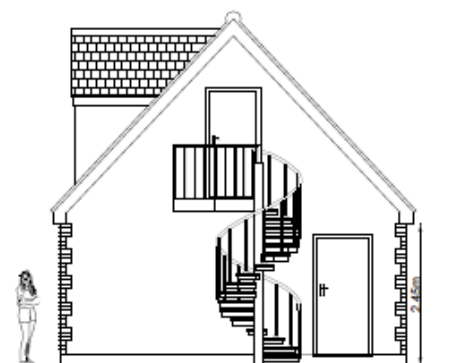
The proposal is solely for the following external modifications to the detached garage building at the Site:

- Erection of two dormer windows on front elevation (north facing)
- Erection of spiral staircase on side elevation (west facing)
- Replacement of two garage doors with a single garage door on ground floor (north facing)
- Replacement of window with a single half glazed door on side elevation at first floor level (west facing)

These minor proposed external modifications are illustrated on the proposed elevation plans included below.



PROPOSED NORTH FACING ELEVATION



PROPOSED WEST FACING ELEVATION
(FACING HOUSE)

The proposed materials will match those of the existing dwellinghouse at the Site, with the proposed external spiral staircase to be constructed from a durable metal, suitable for its outdoor setting.

As part of the proposals the existing loft space will be fully retained in its current use and no material change of use of the Site will occur.



The proposals will facilitate improved access and usability of the designated 'loft space' on the first floor of the garage and will not compromise the ground floor parking layout or its usability. Accordingly, the internal layout on the ground floor of the garage remaining entirely unchanged as part of the proposals.

The proposed dormer windows will improve access to natural ambient light into the loft during the daytime, while also increasing the overall height of the room, improving its functionality and usability as a loft space overall.

Furthermore, the proposed spiral staircase will enable direct external access into the loft, where currently access is restricted by the internal staircase, which can only be used when the ground floor garage space is empty of parked cars.

Accordingly, this proposal will greatly improve the functionality of the garage and loft space at the Site, thereby greatly improving the amenity of the Applicant's property.

Relevant Planning Policy

Section 38 (6) of the Planning and Compulsory Purchase Act 2004 states "if regard is to be had to the development plan for the purpose of any determination to be made under the Planning Acts, the determination must be made in accordance with the plan unless material considerations indicate otherwise".

The relevant Development Plan for this proposal consists of the North Hertfordshire Local Plan 2011-2031 (The Local Plan). The most relevant policies within the Local Plan to this application are:

North Hertfordshire Local Plan Adopted (2022) (Local Plan)

- Policy SP1: Sustainable development in North Hertfordshire
- Policy SP9: Design and Sustainability
- Policy D1: Sustainable Design
- Policy D2: House extensions, replacement dwellings and outbuildings
- Policy D3: Protecting living conditions
- Policy T2: Parking
- Policy NE4: Biodiversity and geological sites

Other Material Planning Considerations

In addition to the adopted policies of the Local Plan, the National Planning Policy Framework (NPPF) is also a material consideration.

Additional relevant guidance produced by the Council in the form of Supplementary Planning Guidance includes:

- The Design Supplementary Planning Document (Design SPD);



- Sustainability Supplementary Planning Document (Sustainability SPD); and
- Vehicle parking at new developments SPD (Parking SPD)

Planning Assessment

Planning permission is being sought for the installation of two dormer windows and a spiral stair case on the detached garage at the Site, along with associated minor external alterations. The following section considers the planning merits of the proposals having regard to the adopted Local Plan and other material considerations.

Principle

The Site is located within the settlement boundary for Blackmore End where there is no objection to the new development in principle. Local planning policies support extensions and alterations to residential properties provided they are acceptable on design and amenity grounds. Therefore, the principle of the proposed development at the property is acceptable.

Design and Appearance

Local Plan Policy D1: Design requires development proposals to have regard to the Design SPD, along with any other relevant guidance and considers that proposals will be supported if the development responds positively to a sites local context.

Local Plan Policy D2: House extensions, replacement dwellings and outbuildings require that consideration is given to the effect that a proposal may have on the living conditions of neighbouring occupiers and the character and appearance of the locality in which they are proposed.

Local Plan Policy SP9: Design and Sustainability considers that good design is a key aspect of sustainable development and that proposals will be supported if the development is well designed and located and responds positively to its local context.

The proposed dormer windows have been carefully designed to deliberately emulate the architectural features of the existing detached dwelling house, consistent with residential design elements found on neighbouring properties and within the surrounding streetscape.

The proposed development, which is fully contained within the property, is screened by high boundary fencing and mature landscaping, will have a very limited visual impact on the street scene.

Additionally, the proposed development will be finished in materials to match the existing dwellinghouse, further minimising their visual impact.

The proposal, therefore, fully complies with the requirements of Policies D1 and D2 by providing a design that is in keeping with the established character and architectural rhythm of the existing dwellinghouse and the surrounding streetscape.

Residential Amenity

Paragraph 135 of the NPPF states that development will be supported where they ensure no adverse impact on the amenities of occupiers of the development proposed, or to neighbouring property or uses. Additionally, Local Plan Policy D3: Protecting living conditions considers that all development has the potential to have adverse impacts on neighbours in a wide variety of ways, including dominance as well



as other issues and considers that proposals will be supported if the development do not cause unacceptable harm to living conditions.

The proposed staircase located to the rear of the garage on the west facing elevation of the garage building will not significantly alter the visual character of the property and has been designed to be deliberately in keeping with the character of the existing dwellinghouse.

In terms of overlooking, the proposed external stair case will not result in any material increase beyond that already associated with the existing first-floor side window.



West facing elevation, including existing side window on first floor of garage building

Furthermore, considering the height of the existing boundary fencing and screening between neighbouring properties, along with the position of the proposed staircase and dormer windows, there will be no potential for overlooking into the amenity areas of any adjacent properties.

In view of the above, the proposals due to their nature and location will not give rise to any harmful impact to any neighbouring property complying with Paragraph 135 of the NPPF and Local Plan Policy D3.

Biodiversity Net Gain

With regard to Biodiversity Net Gain (BNG), as of 2 April 2024, it is a requirement that minor developments provide a 10% gain in BNG. However, the biodiversity gain condition does not apply to certain developments, which includes a development that is subject to the de minimis exemption.

These proposals are a householder development within the curtilage of a house and the exemption applies. The proposals do not propose to alter the existing landscaping situation and there is no additional footprint that is proposed. The development is therefore exempted from BNG by the de minimis exemption.



Ecology

The garage building is a tightly sealed structure which is in very good condition and well used by the Applicant, which offers negligible suitability for roosting bats, and we are content for a condition to be added as part of any forthcoming planning consent that works will cease immediately in the event of any bat sighting.

Car Parking and Highway Safety

The proposed development has no impact on the existing car parking provision and will not result in any increase in traffic generation at the Site.

Conclusion

It has therefore been demonstrated that the proposals accord with all the relevant planning policy. Accordingly, it is considered that Full Planning Permission should be granted in this instance.

We look forward to being receiving confirmation of the applications validation, however, if there are any queries or you require any further information to assist in your assessment of the applications, please do not hesitate to contact me using the details above.

Yours sincerely,

BELL CORNWELL LLP

[Redacted]

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Senior Planner

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