



NORTON STUDIO ARCHITECTS

HISTORIC AND SUSTAINABLE BUILDING SPECIALIST

ARCHITECT SPECIALIST IN BUILDING CONSERVATION

5 Croft Lane – Norton – Letchworth Garden City – Herts – SG6 1AS

e – info@nortonstudio.co.uk

t – 01462 374035

HERITAGE, DESIGN AND ACCESS STATEMENT FOR ALTERATIONS AT 221 ICKNIELD WAY, LETCHWORTH GARDEN CITY, SG6 4TU



221 Icknield Way. Courtesy of the Letchworth Garden City Collection.

APPLICANT

Emma & Patrick Bennett
221 Icknield Way
Letchworth Garden City, Herts
SG6 4TU

AGENT

Norton Studio Architects
5 Croft Lane
Norton
Letchworth Garden City
Herts

DATE: 21/01/26

REV: LISTED BUILDING APPLICATION

DATE: 03/02/26

REV: A LISTED BUILDING REVISION

DATE: 20/02/26

REV: A LISTED BUILDING REVISION

Document No: 2506.PD.235

**RIBA STAGE 2 –
CONCEPT STAGE**

CONTENTS

1. INTRODUCTION
2. UNDERSTANDING THE HERITAGE ASSET AND CONTEXT
3. DESIGN DISCUSSION
4. IMPACT ON THE SIGNIFICANCE AND MANAGING CHANGE
5. CONCLUSION
6. ACCOMPANYING DOCUMENTS
7. APPENDIX

1. INTRODUCTION

This Heritage, Design & Access Statement is written in support of an application for alterations to 221 Icknield Way, Letchworth Garden City, SG6 4TU. The cottage is located within the Letchworth Garden City Heritage Foundation's Heritage Character Area and is Grade II listed, and in the Letchworth Conservation Area.

The listing for the cottage is as follows:

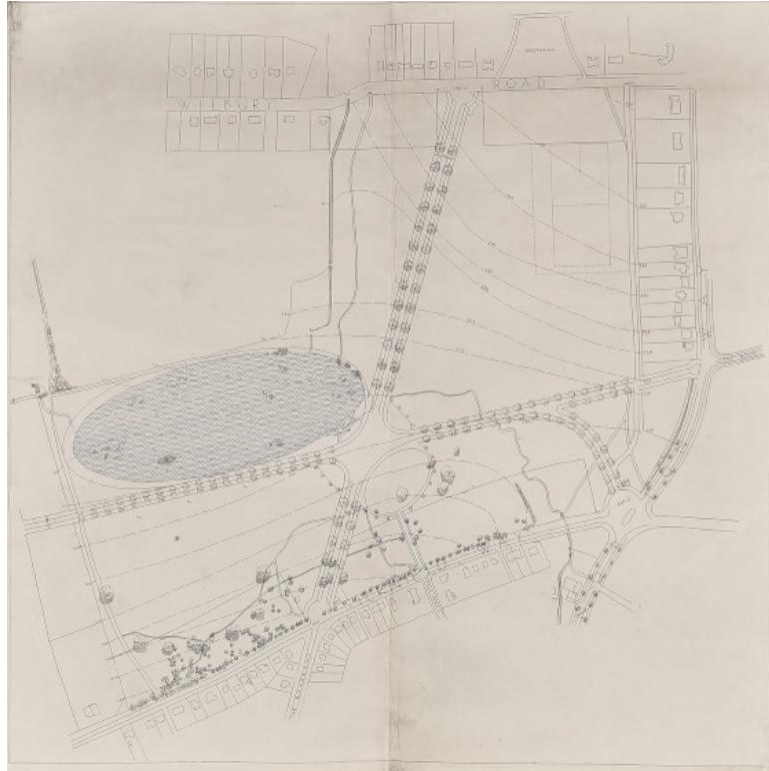
ICKNIELD WAY 1. 5255 No 221 TL 2133 6/62 II 2. 1905 by Bennett and Bidwell. Cottage in the vernacular style. Awarded second prize in Class I of the 1905 Cheap Cottages Exhibition. One and a half storeys. Three windows gabled front. Tiled roof with brick stack. Weather-boarded brick walls. Framed casement windows. Entrance with half glazed door.

Listing NGR: TL2179433040

Our client, Mr and Mrs Bennett, wish to make alterations to the cottage to remove external pipes and to make internal alterations. This application follows previous applications, 25/02232/FPH and 25/02233/LBC approved on 25/10/25.

2. UNDERSTANDING THE HERITAGE ASSET AND CONTEXT.

221 Icknield Way is located on the corner of Icknield Way and The Quadrant, facing onto Norton Common. Below is a sketch plan from Architect, Barry Parker who designed the masterplan for Letchworth Garden City. The plan below originates from between 1900-1930 and includes 221 Icknield way to the south of the plan.



Barry Parker's sketch plan of Norton Common. Courtesy of the Letchworth Garden City Collection.

The cottage originates from the early C20th century and was designed by Bennett and Bidwell. There are features of black stained timber weatherboarding. Due to the listing and history of the cottage, it is important that any changes to the fabric of the building remain consistent with the existing design of the cottage.

In the 1990s, there was the addition of a two story rear extension and a single story side extension to the property. See below photo of the cottage prior to the later extension.



221 Icknield Way. Courtesy of the Letchworth Garden City Collection.

3. DESIGN DISCUSSION

Mr and Mrs Bennett would like to make internal alterations to bathroom to reinstate the room as a bedroom. It is proposed that the bathroom is relocated to the modern extension, in Bedroom 4. This application follows previous applications, 25/02232/FPH and 25/02233/LBC approved on 25/10/25.

The cottage was originally designed by Bennett and Bidwell with three bedrooms to the first floor. Later on, this was altered to be two bedrooms and a family bathroom (Please see original plans below). It is proposed that the family bathroom is reinstated as a bedroom and all sanitaryware will be removed. This will benefit the clients as the current 'Bedroom 4' is limited with head height due to the cat slide roof. Although the current bathroom is an original part of the cottage, no historic fabric will be altered or removed.

It is proposed that the existing bathroom window will be replaced with a new window. This window will be as the original design, with clear glazing to match other existing windows. The window to the new bathroom will remain as obscured glazing.

In addition, it is proposed that the existing modern timber glazed doors to the kitchen are replaced with timber / aluminium glazed doors in a similar style to the existing.

Due to the relocation of the bathroom, the external soil stack and pipes will be removed. These will be relocated internally to better suit the relocated bathroom. This provides a positive gain to the existing listed cottage, reducing the visual clutter on the Northeast Elevation.



4. IMPACT ON THE SIGNIFICANCE AND MANAGING CHANGE

The proposals to 221 Icknield way have been designed with consideration to the historical fabric of the building. There will be minimal impact on the existing building, with no change to historic fabric.

PLAN OF SIGNIFICANCE:

Ground Floor and First Floor Plan

PLAN OF SIGNIFICANCE



Below are the original plans of 221 Icknield Way by the Architects Bennett & Bidwell.

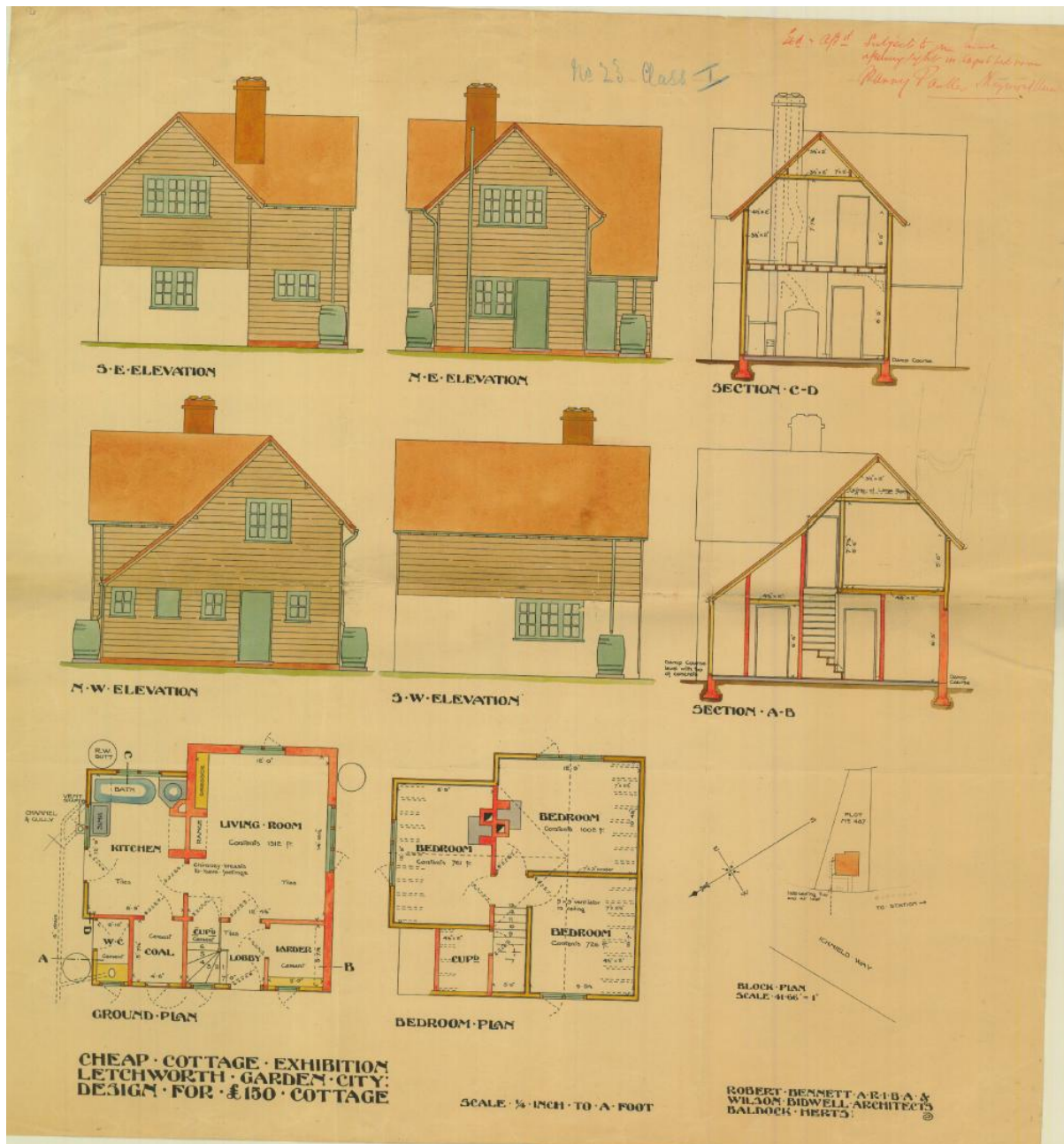


Image Courtesy of the Letchworth Garden City Heritage Foundation.

The proposals and measures proposed to mitigate any potential impact to the significance of the structures are set out in this mitigation table:

Proposal	High/mid/low significance	Mitigation
Existing Bathroom reinstated to Bedroom	Low	Existing modern sanitaryware will be removed and new window with clear glazing to replace existing. Bathroom will be reinstated to a bedroom as per existing design by Architects Bennett & Bidwell.
Bedroom 4 changed to Bathroom.	Low	Internal alterations to modern extension. No historic fabric will be removed or altered. Soil Stack and pipework will be relocated internally. Glazing to the bathroom window will remain as obscured to prevent overlooking.
Removal of existing Soil Stack and Pipework	Low	Existing soil stack and pipework will be removed and relocated internally to suit new bathroom location. This will have a positive impact on the existing building and Northwest Elevation.

5. CONCLUSION

Mr and Mrs Bennett wish to alter the cottage in a way that is sensitive to the cottage's significance and pay homage to the original design by reinstating the original bedroom and glazing, whilst removing the soil stack and external pipes to the Northeast elevation.

We hope that these proposals will therefore be supported, to help our client create a positive future for 221 Icknield way

6. ACCOMPANYING DOCUMENTS

Accompanying this document are the following documents:

2503_SD_100A LOCATION PLAN (A3)
2503_SD_101 EXISTING BLOCK PLAN (A3)
2503_SD_102 EXISTING PLAN (A3)
2503_SD_103 EXISTING ELEVATIONS (A3)

2503_PD_201 PROPOSED BLOCK PLAN (A3)
2503_PD_202 PROPOSED PLANS (A3)
2503_PD_203 PROPOSED ELEVATIONS (A3)

7. APPENDIX

7.01 LISTED BUILDING CONSENT



www.north-herts.gov.uk

NORTH HERTFORDSHIRE DISTRICT COUNCIL

Planning (Listed Buildings and Conservation Areas) Act 1990

DECISION NOTICE

Correspondence Address:

Norton Studio Architects
5 Croft Lane
Letchworth Garden City
SG6 1AS

Applicant:

Mr & Mrs Bennett

Application:

25/02233/LBC

Proposal:

Two storey side/rear extension, raise existing roof ridge height of main dwelling and existing garage and replace existing tiles and fascia boards, alterations to existing fenestration to include insertion of rooflights to existing side and additional rear roof slopes, following demolition of modern single storey element. Internal alterations.

Location:

221 Icknield Way, Letchworth Garden City, Hertfordshire, SG6 4TU

Approved Plan Nos:

2506/SD/100A, 2506/SD/101C, 2506/SD/102B
2506/SD/103A, 2506/PD/201A, 2506/PD/202B
2506/PD/203A, 2506/PD/204A, 2506/PD/205A

PARTICULARS OF DECISION

In pursuance of its powers under the above Act and the associated Orders and Regulations, the Council hereby **GRANT LISTED BUILDING CONSENT** to the works described above and proposed by you in your application received with sufficient particulars on 16 September 2025.

The consent is subject to the following conditions:

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.

2. The re-roofing of 221 Icknield Way together with the roof covering for the extension hereby approved shall be undertaken using Marley Ashdown Handcrafted Plain Tiles (Aylesham Mix) unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the Local Plan.

3. Joinery section details at a metric scale and including a 1:1 section of the glazing system and glazing bars for the new windows and the sliding doors on the North East Elevation shall be submitted to and approved in writing by the Local Planning Authority prior to manufacture. Thereafter the new windows and doors shall be installed in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the Local Plan.

4. All new windows shall be manufactured in timber and shall receive flush casements unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the Local Plan.

5. The new gutters and the replacement of the existing Upvc soil stack shall be undertaken in cast-iron as stated in the submitted Heritage, Design and Access Statement, unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the

Local Plan.

Signed:



Shaun Greaves
Development and Conservation Manager

Development Management
North Hertfordshire District Council
Council Offices
Gernon Road
Letchworth
Herts
SG6 3JF

Date: 25 November 2025

The Council's Privacy Notice is available on our website: <https://www.north-herts.gov.uk/home/council-data-and-performance/data-protection/information-management-gdpr>

NOTES

- 1 **Failure to satisfy conditions may invalidate this permission and/or result in enforcement action. Particular attention should be paid to the requirements of any condition in bold.**
- 2 Circular 04/2008 (Planning Related Fees) states that where an application is made under Article 21 of the Town and Country Planning (General Development Procedure) Order 1995, a fee will be payable for any consent, agreement or approval required by condition or limitation attached to the grant of planning permission.
- 3 No fee is payable for any consent, agreement or approval required by condition or limitation attached to the grant of a Listed Building Consent. The request can be informal through the submission of a letter or plans, or formal through the completion of an application form and the submission of plans. Any number of conditions may be included on a single request. The form is available on the Council's website:
www.north-herts.gov.uk/home/planning/planning-applications/submit-planning-application
- 4 If you are aggrieved by this decision, you may appeal to The Planning Inspectorate, , within 6 months of this decision or, in exceptional circumstances, such longer period as the Secretary of State may agree.

Appeals can be made online at: <https://www.gov.uk/planning-inspectorate>.
If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on tel: 0303 444 5000.

- 5 The District Council and County Highway Authority wish to ensure that, in the implementation of the development, hereby approved, the highway verge adjacent to the property is not damaged or does not become unsightly due to the stationing of skips, parking of vehicles, storing of building materials etc thereon. Your attention is, therefore, drawn to the provisions of Section 131 of the Highways Act 1980 and to the Hertfordshire County Council Bylaws 1955 (specifically relating to grass margins and verges in Letchworth) by virtue of which such actions, unless authorised by the prior grant of a licence, constitute a prosecutable offence. Persons responsible for undertaking the development and any associated works are, therefore, strongly encouraged to take appropriate steps to ensure that no breach of the said legislation occurs during the course of such activities. In the event of any damage being caused it will be expected that suitable reinstatement is undertaken upon completion of the development. Failure to do so could also result in legal action being pursued. To obtain information regarding the issue of licences, contact the Hertfordshire Highways, Northern Area Office, Antelope House, Gates Way, Stevenage, SG1 3HL or telephone 01438 757800.

Consent for these works may be required from the Letchworth Garden City Heritage Foundation (www.leetchworth.com/heritage-foundation) under the Scheme of Management or leasehold covenants. If you do not already have their approval, you are advised to contact the Heritage Foundation on home@leetchworth.com or 01462 476017 to confirm whether you also need to submit an application to them.



www.north-herts.gov.uk

NORTH HERTFORDSHIRE DISTRICT COUNCIL

Town and Country Planning Act 1990

DECISION NOTICE

Correspondence Address:

Norton Studio Architects
5 Croft Lane
Letchworth Garden City
SG6 1AS

Applicant:

Mr & Mrs Bennett

PARTICULARS OF DEVELOPMENT

Application:	25/02232/FPH
Proposal:	Two storey side/rear extension, raise existing roof ridge height of main dwelling and existing garage and replace existing tiles and fascia boards, alterations to existing fenestration to include insertion of rooflights to existing side and additional rear roofslopes, following demolition of modern single storey element. Erection of detached garden office.
Location:	221 Icknield Way, Letchworth Garden City, Hertfordshire, SG6 4TU
Plan Nos:	2506/SD/100A 2506/SD/101C 2506/SD/102B 2506/SD/103A 2506/PD/201A 2506/PD/202B 2506/PD/203A 2506/PD/204A 2506/PD/205A

PARTICULARS OF DECISION

In pursuance of its powers under the above Act and the associated Orders and Regulations, the Council hereby **GRANT PERMISSION** for the development proposed by you in your application received with sufficient particulars on 16 September 2025, subject to the following condition(s):

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 roof of the garden room hereby approved shall be undertaken using Marley Ashdown Handcrafted Plain Tiles (Aylesham Mix) unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: To ensure that special regard is paid to the setting of 221 Icknield Way under Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990

4. The window at first floor level on the side elevation of the development hereby permitted shall be permanently glazed with obscure glass.

Reason: To safeguard the privacy of the occupiers of the adjacent dwelling and to comply with Policy D3 of the North Hertfordshire Local Plan 2011 to 2031.

Biodiversity Net Gain

This development is not subject to the statutory Biodiversity Gain Plan condition because householder applications are exempt in respect of the biodiversity gain condition, under the statutory exemptions (<https://www.gov.uk/guidance/biodiversity-net-gain-exempt-developments>).

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.

Development Management

Signed:



Shaun Greaves
Development and Conservation Manager

North Hertfordshire District Council
Council Offices
Gernon Road
Letchworth
Herts
SG6 3JF

Date: 25 November 2025

The Council's Privacy Notice is available on our website: <https://www.north-herts.gov.uk/home/council-data-and-performance/data-protection/information-management-gdpr>

NOTES

- 1 **Failure to satisfy conditions may invalidate this permission and/or result in enforcement action. Particular attention should be paid to the requirements of any condition in bold.**
- 2 Applicants will need to pay a compliance fee where they request confirmation in writing of any planning consent, agreement or approval (commonly known as discharge of conditions) required by one or more conditions or limitations attached to a grant of planning permission.
- 3 The fee is £298 per request or £86 where the permission relates to an extension or alteration to a dwellinghouse or other development in the curtilage of the dwellinghouse.

The request can be informal through the submission of a letter or plans, or formal through the completion of an application form and the submission of plans. Any number of conditions may be included on a single request. The form is available via the Council's website:
www.north-herts.gov.uk/home/planning/planning-applications/submit-planning-application
- 4 If the development hereby permitted is one that will require a new postal address/es then please contact the Council's **street naming and numbering service** on 01462 474431 or email SNN@north-herts.gov.uk who will advise you on how to apply for the new address/es.

Any proposed sales and/or marketing name to be adopted by the developer should be forwarded to the **street naming and numbering service**, prior to any publication of the site details and sales information.
- 5 If you are aggrieved by the decision of your local planning authority (LPA) to refuse permission for the proposed development or to grant it subject to conditions, then

you can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990.

If you want to appeal against your local planning authority's decision on a householder application then you must do so within 12 weeks of the date of this notice.

However, if an enforcement notice has been served for the same or very similar development the time limit is 28 days from the date of the LPA decision or 28 days from the date the enforcement notice was served.

Appeals can be made online at: <https://www.gov.uk/appeal-householder-planning-decision>

If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on tel: 0303 444 5000.

The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.

The Secretary of State need not consider an appeal if it seems to him that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order.

In practice, the Secretary of State does not refuse to consider appeals solely because the local planning authority based their decision on a direction given by him.

6 Purchase Notices

If either the local planning authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.

In these circumstances, the owner may serve a purchase notice on the Council (District Council, London Borough Council or Common Council of the City of London) in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.

- 7 The District Council and County Highway Authority wish to ensure that, in the implementation of the development, hereby approved, the highway verge adjacent to the property is not damaged or does not become unsightly due to the stationing of skips, parking of vehicles, storing of building materials etc thereon. Your attention is, therefore, drawn to the provisions of Section 131 of the Highways Act 1980 and to

the Hertfordshire County Council Bylaws 1955 (specifically relating to grass margins and verges in Letchworth Garden City) by virtue of which such actions, unless authorised by the prior grant of a licence, constitute a prosecutable offence. Persons responsible for undertaking the development and any associated works are, therefore, strongly encouraged to take appropriate steps to ensure that no breach of the said legislation occurs during the course of such activities. In the event of any damage being caused it will be expected that suitable reinstatement is undertaken upon completion of the development. Failure to do so could also result in legal action being pursued. To obtain information regarding the issue of licences, contact Hertfordshire Highways, Hertfordshire County Council, County Hall, Pegs Lane, Hertford, SG138DQ or telephone 0300 1234 047.

8 Cadent Gas Informative:

Cadent Gas own and operate the gas infrastructure within the area of your development. Contact our Plant Protection Team for approval before carrying out any works on site and ensuring requirements are adhered to. Email plantprotection@cadentgas.com Alternatively you can register on www.beforeyoudig.cadentgas.com This service is free of charge.

THIS PLANNING PERMISSION DOES NOT CONSTITUTE APPROVAL UNDER BUILDING REGULATIONS AND IS NOT A LISTED BUILDING CONSENT OR CONSERVATION AREA CONSENT. IT DOES NOT CONVEY ANY APPROVAL OR CONSENT WHICH MAY BE REQUIRED UNDER ANY ENACTMENT, BYE-LAW, ORDER OR REGULATION OTHER THAN SECTION 57 OF THE TOWN AND COUNTRY PLANNING ACT 1990.

Consent for these works may be required from the Letchworth Garden City Heritage Foundation (www.leitchworth.com/heritage-foundation) under the Scheme of Management or leasehold covenants. If you do not already have their approval, you are advised to contact the Heritage Foundation on home@leitchworth.com or 01462 476017 to confirm whether you also need to submit an application to them.