

DELEGATED FILE NOTE

CASE OFFICER: ...William Thompson.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00501/FPH	Two storey side extension and single storey rear extension following demolition of existing outbuildings. Insertion of solar panels to existing rear roofslope. Installation of front hardstanding and provision of two parking spaces. Creation of vehicular access off Wilshire Crescent. Associated landscaping. External render. (Amended plans received 26/05/26).	2 Wilshire Crescent Hitchin Hertfordshire SG4 0PL
<u>Submitted Plan Nos</u>		
IHL-26-WCH-01A IHL-26-WCH-02C IHL26WCH 03A IHL26WCH 04 IHL-26-WCH-05C IHL-26-WCH-06C IHL26WCH 07B IHL-26-WCH-08C		

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
T2	Parking
SECN12	Achieving well-designed places
SECN14	Meeting climate change,coastal,flooding

2.0 **Relevant Site History**

2.1 None relevant

3.0 **Representations**

3.1 **Neighbour Consultation** – None received

3.2 **Highways Authority** – No objection subject to conditions

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site accommodates a semi-detached two-storey dwelling situated on Wilshere Crescent, Hitchin. The application site benefits from a front and rear garden.

4.2 **Proposal**

4.2.1 Two storey side extension and single storey rear extension following demolition of existing outbuildings. Insertion of solar panels to existing rear roofslope. Installation of

front hardstanding and provision of two parking spaces. Creation of vehicular access off Wilshire Crescent. Associated landscaping.

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 impact on the character and appearance of the area.
- The impact of the proposed development on the living conditions of neighbouring properties.
- Access and parking matters.
- The impact of the proposed development on the environment.

Design and Appearance:

4.3.2 Policy D1 of the Local Plan requires that development proposals respond positively to the site's local context. Policy D2 of the Local Plan requires extensions to houses and outbuildings to incorporate a design that is sympathetic to the main dwelling in terms of its scale, form and orientation and does not harm the character and appearance of the locality around the site. These policies are broadly consistent with Section 12 of the National Planning Policy Framework.

4.3.3 The proposed two-storey side extension would have a width of 3.3m leaving a slight inset from the boundary line, a depth to match the existing dwellinghouse and would have a dual-pitched side gable end roof form to match the eaves and ridge height of the existing dwelling house. The proposed external materials are white render to the walls to match the external material change of the dwellinghouse, concrete roof tiles to match existing and white uPVC fenestration to match existing. The proposal includes 2no. first-floor side elevation non-obscure glazed windows; as the existing layout includes 3no. first-floor side elevation non-obscure glazed windows and cause minimal harm in overlooking, I do not consider it prudent to condition the proposed windows to be obscure glazed.

4.3.4 The proposed single storey rear extension would have a width of 10.3m to match the new proposed width of the dwellinghouse, a depth of 4.5m to match the depth of the existing rear element to the adjoining neighbour and a flat roof with a height of 2.7m. The design includes 1no. rooflight. The proposed external materials are set to match the proposed two-storey element bar the flat roof. The depth of 4.5m is mitigated as it matches the depth of the existing rear element to the adjoining neighbour and is 'sunk in' along the eastern boundary by ~1.0m due to the levels difference.

4.3.5 The proposal includes the installation of front hardstanding for the provision of 2no. parking spaces and the creation of vehicular access of Wilshire Crescent via a dropped kerb.

4.3.6 The proposal includes solar panels to the existing rear roofslope and associated landscaping. The proposal includes a change in external materials to apply white

thermal render the walls to match the adjoining neighbour. The proposal includes the removal of the front bay window.

- 4.3.7 In my view, the proposal is considered to be acceptable in terms of the material palette, massing, siting and roof design and would, therefore, not cause harm to the character and appearance of the dwelling or streetscene. As such, the proposed development complies with Policy D1 and D2 of the NHLP and Section 12 of the NPPF.

Impact on Neighbouring Properties:

- 4.3.8 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 NHLP.
- 4.3.9 Regarding no.4 Wilshire Crescent, the adjoining neighbour, the proposed rear extension would match the depth of the existing rear element to this property. The proposed two-storey extension would not affect this property. Given these factors, it is not considered that the proposal would result in unacceptable harm upon no.4's living conditions as to be objectionable in terms of over dominance, shading or overlooking.
- 4.3.10 Regarding no.2a Wilshire Crescent, the non-adjoining neighbour, the proposed rear extension would have a visual height of 2.0m given the levels difference. The proposed two-storey extension would be sufficiently set away from this property. No.2a has no west side elevation windows and first-floor east side elevation windows already exist to no.2. Ergo, it is unlikely the proposed first-floor side elevation windows would result in a material increase in harm of overlooking. Given these factors, it is not considered that the proposal would result in unacceptable harm upon no.2a's living conditions as to be objectionable in terms of over dominance, shading or overlooking.
- 4.3.11 This development is therefore considered to be in accordance with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking:

- 4.3.12 The development includes an increase in the number of bedrooms to 4no. The proposal includes the provision of 2no. parking spaces. Therefore, regarding policy T2 of the NHLP, there would be no car parking issues arising from the development.

Environmental Implications

- 4.3.13 The proposed development is not large enough in scale to cause significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Section 14 of the NPPF.

Biodiversity Net Gain:

- 4.3.14 This is a form of development which is exempt from BNG Legislation, defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 due it falling under the scope of the 'de minimis' exemption.

4.4 **Conclusion**

- 4.4.1 In the absence of material planning reasons to the contrary it is my view that planning permission is **GRANTED**.

4.5 **Alternative Options**

- 4.5.1 N/A

4.6 **Pre-Commencement Conditions**

4.6.1 HA1 – Parking

Prior to the commencement of the development hereby permitted a plan should be submitted which shows two vehicle parking bays of 2.5m x 5.0m in accordance with Hertfordshire County Council's Place & Movement Planning Design Guidance (adopted in March 2024) Part 4 Chapter 6 Table 11.9 and approved in writing by the Local Planning Authority. Prior to first occupation the approved scheme shall be fully implemented and thereafter retained for this purpose.

Reason: To ensure the provision of adequate vehicle parking that meets the needs of occupiers of the proposed development in accordance with Policies 1 and 5 of Hertfordshire's Local Transport Plan (adopted 2018)

HA2 – Construction Method Statement

No development shall commence until a Construction Method Statement has been submitted to and approved in writing by the Local Planning Authority, including elements of the CLOCS standards as set out in the Highway Authority's Construction Management template. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan: The Construction Method Statement shall include details of:

Access arrangements to the site.

Traffic management requirements.

Construction and storage compounds

Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times.

Where works cannot be contained wholly within the site a plan should be submitted showing the site layout on the highway including extent of hoarding which must be kept within the site boundary, pedestrian routes and remaining road width for vehicle movements

Reason: In order to protect highway safety and the amenity of other users of the public highway and rights of way in accordance with Policies 5, 12, 17 and 22 of Hertfordshire's Local Transport Plan (adopted 2018).

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. Prior to the commencement of the development hereby permitted a plan should be submitted which shows two vehicle parking bays of 2.5m x 5.0m in accordance with Hertfordshire County Council's Place & Movement Planning Design Guidance (adopted in March 2024) Part 4 Chapter 6 Table 11.9 and approved in writing by the Local Planning Authority. Prior to first occupation the approved scheme shall be fully implemented and thereafter retained for this purpose.

Reason: To ensure the provision of adequate vehicle parking that meets the needs of occupiers of the proposed development in accordance with Policies 1 and 5 of Hertfordshire's Local Transport Plan (adopted 2018)

4. No development shall commence until a Construction Method Statement has been submitted to and approved in writing by the Local Planning Authority, including elements of the CLOCS standards as set out in the Highway Authority's Construction Management template. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan: The Construction Method Statement shall include details of:

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Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times.

Where works cannot be contained wholly within the site a plan should be submitted showing the site layout on the highway including extent of hoarding which must be kept within the site boundary, pedestrian routes and remaining road width for vehicle movements

Reason: In order to protect highway safety and the amenity of other users of the public highway and rights of way in accordance with Policies 5, 12, 17 and 22 of Hertfordshire's Local Transport Plan (adopted 2018).

5. The extension(s) hereby permitted shall be built in external materials to match the existing dwellinghouse unless otherwise agreed in writing by the LPA.

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.

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.

Informative/s:

1. The applicant is advised that the storage of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence. Further information is available via the website: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.
2. It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence. Further information is available via the website:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

3. It is an offence under section 148 of the Highways Act 1980 to deposit compost, dung or other material for dressing land, or any rubbish on a made-up carriageway, or any or other debris on a highway to the interruption of any highway user. Section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible. Therefore, best practical means shall be taken at all times to ensure that all vehicles leaving the site during construction of the development and use thereafter are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available by telephoning 0300 1234047.
4. Where works are required within the public highway to facilitate a new or amended vehicular access, the Highway Authority require the construction of such works to be undertaken to their satisfaction and specification, and by a contractor who is authorised to work in the public highway. If any of the works associated with the construction of the access affects or requires the removal and/or the relocation of any equipment, apparatus or structures (e.g. street name plates, bus stop signs or shelters, statutory authority equipment etc.) the applicant will be required to bear the cost of such removal or alteration. Before works commence the applicant will need to apply to the Highway Authority to obtain their permission, requirements and for the work to be carried out on the applicant's behalf. Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/changes-to-your-road/dropped-kerbs/dropped-kerbs.aspx> or by telephoning 0300 1234047.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 4 June 2026	