

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01217/FPH	Single storey rear extension.	12 Francis Close Hitchin Hertfordshire SG4 9EJ

Submitted Plan Nos

Location Plan 2026-13-01 - Existing and Proposed Elevations, Floor and Roof Plan

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
T2	Parking

Notes:

- 1.0 Representations - no objections have been received to this application.
- 2.0 Relevant planning history - none.
- 3.0 Planning constraints – none relevant to the site.
- 4.0 Existing property:
 - 4.1 2 storey, mid terrace dwelling with brick and tile features.
 - 4.2 It was not possible to undertake a site visit as access to the rear of the property could not been gained. The assessment of the application was undertaken using photographs of the site sent from the agent, googlemaps and a site visit to the outside of the property and surrounding area. This was sufficient to assess the proposal.
- 5.0 Surrounding area - the surrounding area is largely residential with similar terraced houses. There is some degree of uniformity in appearance of the streetscene.

6.0 Proposal – consent is sought for:

6.1 *“Single storey rear extension.”*

6.2 Proposed materials to match existing.

7.0 Design - the proposed extension is a reasonably substantial addition to the rear of the property.

7.1 However, it relates well to the host dwelling and adequate space remains in the rear garden.

7.2 The overall design and appearance of the proposed extension relates adequately to the host dwelling and neighbouring properties.

7.3 The proposal will not be visible from the streetscene on Francis Close and therefore no unacceptable harm will arise to the streetscene. Partial views of the top of the extension may be seen from the rear from Morello Gardens.

7.4 The proposed materials to match existing are acceptable.

8.0 Potential impact on neighbouring amenity

8.1 *impact on no 10:*

8.1.1 the proposed single storey extension will project approximately 1.4m rearwards of the extension at no 10 plus a small overhang.

8.1.2 The eaves will sit at a slightly higher level than no 10.

8.1.3 The orientation of the site means there will be no overshadowing as a result of the proposal.

8.1.4 Due to the modest projection beyond no 10's extension and the orientation of the properties, no unacceptable harm will arise.

8.2 *Impact on no 14:*

8.2.1 the proposed single storey extension will project approximately 0.5m rearwards of the conservatory at no 14 plus a small overhang.

8.2.2 The conservatory is a lean to style meaning the eaves of the extension will sit at a slightly higher level than the rear of the conservatory.

8.2.3 The orientation of the site means that a small amount of overshadowing may occur at certain times of the day. This is unlikely to be to a degree that will cause unacceptable harm.

8.2.4 Due to the modest projection beyond no 14's conservatory and the modest degree of potential overshadowing, no unacceptable harm will arise.

9.0 Amenity for future occupiers – acceptable.

10.0 Parking and access – the proposal does not generate the need for additional parking.

11.0 Conclusion - the application is therefore considered acceptable in planning terms and to comply with Local Plan policies D1, D2, D3 and T2 and the provisions of the NPPF.

12.0 Recommendation - Grant conditional permission.

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 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:

4. Planning permission has been granted for this proposal. The Council acted proactively through positive engagement with the applicant during the determination process which led to improvements to the scheme. 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.

Signed	Development Management North Hertfordshire District Council
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 Shaun Greaves Determining Officer	Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 22 July 2026	