

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00699/FPH	Alterations to existing roof to include raised roof height and insertion of two front dormer windows to create habitable space at first floor level. Alterations to fenestration.	18 Lavender Way Hitchin Hertfordshire SG5 2LU

Submitted Plan Nos

2602_00 2602_01 2602_02

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 25/00814/FPH - Single storey side/rear extension, single storey front extension, alterations to existing garage to facilitate conversion into habitable accommodation. Alterations to existing roof and fenestration.

Conditional Permission

- 2.2 25/00123/FPH - Single storey side/rear extension, single storey front extension, alterations to existing garage to facilitate conversion into habitable accommodation. Alterations to existing roof and fenestration.

Conditional Permission

3.0 **Representations**

- 3.1 **Neighbour Consultation** – None received

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The application site accommodates a detached bungalow dwelling situated on Lavender Way, Hitchin. The site benefits from a driveway and rear garden.
- 4.1.2 The street scene is mixed showing examples of bungalow dwellings with either front or side gable ends, two-storey dwellings with either front or side gable ends, front dormer windows, a mixture of front porches and varied bungalow dwellings between two-storey dwellings.

4.2 **Proposal**

- 4.2.1 Alterations to existing roof to include raised roof height and insertion of two front dormer windows to create habitable space at first floor level. Alterations to fenestration.

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 alterations to the roof would result in a new height of 7.5m and would see the roof form altering from a dual-pitch with a front gable to a dual-pitch with a side gable. The design includes 2no. front dormer windows and a rear gable projection with a reduced ridge height. The design includes 3no. side elevation first-floor windows; 2no. of which are conditioned to be obscure glazed as they would serve bathrooms, the other is indicated to serve a hallway/stairwell. The proposed development would occur within the footprint of the existing dwelling. The proposed external materials are set to match existing. The application dwelling sits lower than the no.20 to the west and higher than no.16 to the east. No.20 has permission to raise their roof height under 25/01476/FPH; the proposed development would have the new ridge height sit 0.3m below that of the development approved to no.20. Although, said development to no.20 has yet to be carried out, so can only be given minimal weight when considering design. The application dwelling sits ~0.55m higher than no.16 and the resulting roof alterations from this proposal would see the roof height sit 1m taller than that of no.16. Given the slope of the road and the varying roof heights and designs along Lavender Way, this is considered acceptable in design terms.

- 4.3.4 The proposed alterations to fenestration include: on the east side elevation, the removal of 2no. ground floor windows and a replacement external door; on the front elevation, the repositioning on 1no. ground floor window.

- 4.3.5 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:

- 4.3.6 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.
- 4.3.7 Regarding no.20 Lavender Way, the western neighbour, the application dwelling sits lower than no.20 and while the proposal would result in the new ridge height sitting taller than that of no.20, given the existing built form, lack of side elevation windows to no.20 and the distance of the proposal from the shared boundary line, the additional bulk is considered acceptable. The proposal includes 1no. west elevation first-floor window which is to serve a bathroom and is conditioned to be obscure glazed. The development is confined to the footprint of the existing dwelling. An increase in overlooking may occur from the new rear elevation first floor window; however, this is unlikely to be over what can be expected in an urban area. Given these factors, it is not considered that the proposal would result in unacceptable harm upon no.20's living conditions as to be objectionable in terms of over dominance, shading or overlooking.
- 4.3.8 Regarding no.16 Lavender Way, the eastern neighbour, the application dwelling sits higher than no.16 and the proposal would result in the new ridge height sitting 1m taller than that of no.16; given the existing built form, the presence of only 2no. small east facing windows to no.16 and the appropriate separation distance between the dwellings, the additional bulk is considered acceptable. The proposal includes 2no. east elevation first-floor windows, 1no. of which is to serve a bathroom and is conditioned to be obscure glazed, the other of which is to serve a hallway/stairwell; ergo non-habitable space. The development is confined to the footprint of the existing dwelling. An increase in overlooking may occur from the new rear elevation first floor window; however, this is unlikely to be over what can be expected in an urban area. Given these factors, it is not considered that the proposal would result in unacceptable harm upon no.16's living conditions as to be objectionable in terms of over dominance, shading or overlooking.
- 4.3.9 This development is therefore considered to be in accordance with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking:

- 4.3.10 The proposal includes an increase in the number of bedrooms from 3no. to 4no. The application site would maintain parking provision above the minimum 2no. spaces; therefore, regarding policy T2 of the NHLP, there would be no car parking issues arising from the development.

Environmental Implications

- 4.3.11 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:

- 4.3.12 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 N/A

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. 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.

4. The window at first floor level on the west side elevation and the rearmost window at first floor level on the east 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.

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.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 8 May 2026	