

DELEGATED FILE NOTE

CASE OFFICER: ...Mark Simmons.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00483/LBC	Replace existing bathroom window (proposed Bedroom 4) with new timber, clear, double-glazed window and remove external soil stack and pipework on northeast elevation. Internal alterations.	221 Icknield Way Letchworth Garden City Hertfordshire SG6 4TU

Submitted Plan Nos

2506_PD_201A 2506_PD_202B 2506_PD_203B 2506_PD_207 2506_PD_208 2506_SD_100A
2506_SD_101 2506_SD_102 2506_SD_103

1.0 Policies

HE1 Designated heritage assets

SECN16 Conserve + enhance historic environment

2.0 **Site History**

2.1 See below:

25/02233/LBC - 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.
CCON 25.11.2025

25/02232/FPH - 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. Erection of detached garden office.
CP 25.11.2025

20/01060/LBC - Replacement front door and frame and surrounding frame.
CCON 27.08.2020

20/00270/LBC - Replacement front door (as amended by drawings nos. 10:28 31-03-20 1 of 1 (Front Elevation) and 13:58 31-03-20 1 of 1 (Rear Elevation) received by email dated 31/03/2020)
CCON 31.03.2020

06/00708/1LB - Display of 9" diameter Commemorative Plaque on front elevation.
CCON 26.06.2006

92/01325/1LB - Two storey side and rear extensions, integral garage and 2 rooflights following demolition of existing conservatory and garage (As amended by plans received on 13th January 1993).
CCON 01.02.1993

92/01158/1 - 2 and single storey rear extensions, garage and one rooflight, following demolition of existing garage, conservatory and lean to (as amended by plans received on 13th January 1993).
CP 01.02.1993

3.0 **Policies**

3.1 Policy HE1 of the North Hertfordshire Local Plan 2011 – 2031 is relevant as are the following paragraphs of Section 16 of the National Planning Policy Framework (Dec 2024):

- ☐ **135 c)** (*sympathetic to local character and history, including the surrounding built environment*),
- ☐ **207** (*local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting*)

- **210** (desirability of new development making a positive contribution to local character and distinctiveness),
- **212** (great weight should be given to the asset's conservation),
- **213** (clear and convincing justification), and
- **215** (harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use).

4.0 **Representations**

4.1 **Letchworth Garden City Heritage Foundation** – No comments received.

Press & site notices – No representations received.

5.0 **Planning Considerations**

5.1 **Site & Surroundings**

5.1.1 No.221 Icknield Way is grade II listed and is located within the Letchworth Conservation Area therefore both the building and the area are Designated Heritage Assets for the purpose of applying the aims of Section 16 of the NPPF. The list entry can be found at the following link:

<https://historicengland.org.uk/listing/the-list/list-entry/1101991?section=official-list-entry>

5.2 **Proposal**

5.2.1 The works are described as: ***Replace existing bathroom window (proposed Bedroom 4) with new timber, clear, double-glazed window and remove external soil stack and pipework on northeast elevation. Internal alterations.***

5.3 **Key Issues**

5.3.1 The key issue is to consider the proposal in terms of the impact upon the special character of this grade II listed building and the character and appearance of the Letchworth Conservation Area.

5.3.2 The building was assessed late last year under application refs: 25/02232/FPH & 25/02233/LBC which were determined on 26 November 2026.

5.3.3 The submitted Heritage, Design and Access Statement for this application states:

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.

5.4 **Alternative scheme**

5.4.1 Non applicable.

5.5 **Pre-Commencement Conditions**

5.5.1 Non applicable.

5.6 **Conclusion**

5.6.1 Great weight is given to the asset's conservation (212, NPPF) and it is considered that the works will not occasion harm to the listed building's special character or to the character or appearance of the Letchworth Conservation Area thereby satisfying the provisions of Sections 16(2) and 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, the aims of Section 16 of the NPPF and the aims of Policy HE1 of the North Hertfordshire Local Plan 2011-2031.

6.0 **Recommendation**

6.1 That Listed Building Consent be **GRANTED** 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 alterations hereby consented 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 alterations are carried out in accordance with details which form the basis of this grant of listed building consent.

3. The new window shall be manufactured in timber and receive flush casements unless otherwise agreed and approved in writing by the Local Planning Authority. Furthermore, joinery section details at a metric scale and including a 1:1 section of the glazing system and glazing bars for the new window shall be submitted to and approved in writing by the Local Planning Authority prior to manufacture. Thereafter the new window 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.

Signed  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 15 April 2026	