

DELEGATED FILE NOTE

CASE OFFICER: ...Andrew Hunter.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01476/FPH	Alterations to existing roof to include raised roof and eaves height and insertion of two side box dormers and side rooflights to create habitable space at first floor level. Replacement pitched roof over existing garage including front canopy and insertion of front ground floor window following removal of existing garage doors to facilitate garage conversion. Alterations to fenestration (amended by plans received 21/07/25)	20 Lavender Way Hitchin Hertfordshire SG5 2LU

Submitted Plan Nos

244 25 102 Rev B 244 25 100 Rev A 244 25 103 Rev B 244 25 101

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
SECN12	Achieving well-designed places
SECN9	Promoting sustainable transport
SP6	Sustainable transport
T2	Parking
SP9	Design and Sustainability

2.0 **Site History**

2.1 11/01321/1HH - Single storey rear extension – Approved 21/07/11.

3.0 **Representations**

3.1 **Neighbours** – The following comments in support were received:

- Do not object.
- Please confirm that the windows labelled 'OG window' on the Proposed Elevations Plan, overlooking our property (#18), will be obscured and non opening below 1.7m.
- Happy for this to be a condition of approval.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site is a detached bungalow dwelling with a pitched roof. The site is in a residential area comprised of detached dwellings.

4.2 **Proposal**

- 4.2.1 The proposal is to increase the ridge and eaves height of part of the existing roof, and add two dormers with flat roofs on each side of the resulting roof, which would facilitate a loft conversion. Rooflights would be added on each side of the remaining roof slopes to the rear, which would serve ground floor accommodation.
- 4.2.2 An attached single garage would be converted into habitable rooms with front and rear alterations to openings. A pitched roof would be added to the garage, which would extend to the front and side to provide a new open front porch canopy. The number of bedrooms would be increased from three to four. There would be alterations to openings on all elevations of the dwelling.

4.3 **Key Issues**

- 4.3.1 The key material considerations are design, impacts on neighbour amenity, and parking.

Design

- 4.3.2 There are no objections to the new rear rooflights. The altered openings are considered in keeping with the character and appearance of the dwelling and locality. The new pitched roof to the garage and new open front porch would be a small addition to the dwelling that is considered in keeping with its character and appearance and of the street scene.
- 4.3.3 The proposal will change the character and appearance of the dwelling from a bungalow to a chalet bungalow. The street scene is comprised of bungalows, chalet bungalows and two storey dwellings that are of a mix of designs, therefore the proposed chalet bungalow design is considered acceptable in this location.
- 4.3.4 The proposal will raise the ridge and eaves height of the dwelling. This is not considered to be a significant increase in height and size, and the resulting dwelling will not appear significantly different in the street scene in respect of its height. The eaves are not considered to be disproportionately high.
- 4.3.5 Each new dormer will not be small, however it's considered that they will not appear overly dominant visually on each roof slope as a whole, as each dormer will be set in from all edges of the roof. It's considered that the dormers will appear as being 'typical' for the resulting chalet bungalow dwelling, and are not considered harmful to the character and appearance of the dwelling and the street scene. The design is considered acceptable. The proposal complies with Policies D1 and D2 of the Local Plan, and Section 12 of the NPPF.

Neighbour amenity

- 4.3.6 The new rear rooflights will be at a high level for a ground floor room, will primarily provide views of the sky, and will not harm amenity. The new openings associated with the garage conversion will be on the front and rear elevations and will not cause harmful loss of privacy. The new pitched roof for the garage and open front canopy will be of a small height and largely set away from neighbouring dwellings, and will not harm amenity.

- 4.3.7 The increase in the ridge and eaves height of the roof would be a small increase and as the roof is set away from both neighbouring dwellings, it will not appear overbearing or cause loss of light. The dormers would have limited visibility from both next door dwellings, would be relatively small and set away from both side boundaries, and would not be considered to result in harmful overbearing impacts and loss of light.
- 4.3.8 Altered and new ground floor openings are proposed. The new front and rear openings would have similar impacts to the existing and will not be harmful. Views from a new west side opening towards No. 22 will be blocked by a boundary wall and fence. Views of No. 18 from the altered east side openings will be similar to the existing, and are not considered harmful.
- 4.3.9 Each dormer will include windows on its elevations facing both neighbours. The dormer facing No. 22 would have two such windows. One of those would be a small high level window, and will not cause loss of privacy. The other window is larger and has the potential to cause loss of privacy to No. 22, however it can be required to be obscure glazed as it would serve a stairwell. Impacts on No. 22 are considered acceptable.
- 4.3.10 The other dormer facing No. 18 would include four windows facing that dwelling. No. 18 have also commented on the application, stating that three of the windows should be required to be obscure glazed, as they're annotated as such as on the plans.
- 4.3.11 The front-most window would look over the driveway and front garden area of No. 18, and part of its front roofslope that does not include any openings. As these areas of No. 18 are clearly visible from public views, it's not considered that this window of the dormer would cause harmful loss of privacy.
- 4.3.12 The middle two windows of the dormer facing No. 18 are proposed to be small high level windows. This will prevent harmful overlooking and loss of privacy of No. 18, and it's not considered that those windows should be required to be obscure glazed by condition due to their high-level design and small size.
- 4.3.13 The rearmost window would potentially provide views down through side rooflights that will be part of an extension being constructed at No. 18. Due to this, and as the window would be a secondary window to a proposed bedroom, that window can be required to be obscure glazed by condition. It's not considered that the amenity of No. 18 would be harmed. Impacts on amenity are therefore acceptable. The proposal complies with Policy D3 of the Local Plan.

Parking

- 4.3.14 The number of bedrooms will be increased from three to four, and a single garage will be lost. The site has parking provision for two cars, which will be retained, and complies with minimum parking requirements. The proposal complies with Local Plan Policy T2 and is acceptable.

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**.

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 windows at first floor level on the side elevations (excluding the frontmost east elevation window) of the development hereby permitted shall be permanently glazed with obscure glass and be unopenable unless the openable section of the window is situated 1.7m above the finished floor level of the room which it serves.

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  Sam Dicocco Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 19 August 2025	