

DELEGATED FILE NOTE

CASE OFFICER: ...Melissa Tyler.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02081/FPH	Insertion of two roof lights in existing flat roof, insertion of ground floor front window following removal of existing garage door and internal alterations to facilitate garage conversion.	1 The Willows Hitchin Hertfordshire SG4 9EB

Submitted Plan Nos

AIC-25036-1TW-GC-A301-SitePlans-A00 AIC-25036-1TW-GC-A302-ExistingFloorPlans1-A00 AIC-25036-1TW-GC-A302-ExistingFloorPlans1-A00 AIC-25036-1TW-GC-A305-ProposedFloorPlans1-A00 AIC-25036-1TW-GC-A304-ExistingElevations-A00 AIC-25036-1TW-GC-A306-ProposedFloorPlan2-A00 AIC-25036-1TW-GC-A307-ProposedElevations-A00

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
SECN12	Achieving well-designed places

2.0 **Site History**

2.1 10/00936/1HH Single storey front extension and creation of carriage driveway
CONDITIONAL PERMISSION

3.0 **Representations**

3.1 None received

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 Detached chalet bungalow style property positioned on a corner plot on the east side of the road. It is the first property within the urban area of Hitchin and the Green Belt backs on to the plot. The house has a good sized front garden and a wide side garden giving setting to the house and street scene.

4.2 **Proposal**

4.2.1 Insertion of two roof lights in existing flat roof, insertion of ground floor front window following removal of existing garage door and internal alterations to facilitate garage conversion.

4.3 **Key Issues**

4.3.1 The key issues in this case are the design of the development relative to the main dwelling and the impact the development has on the reasonable living conditions of neighbouring properties.

Design

- 4.3.2 The proposed garage conversion and changes to the front elevation from garage door to brick wall and new window incorporates matching brickwork to the external walls. In my opinion, these aspects and design are considered sympathetic to the host and neighbouring properties.
- 4.3.3 This is considered in line with Section 12 of the National Planning Policy Framework and Policies D1, D2 and D3 of the Local Plan.

Impact on Neighbours

- 4.3.5 The proposal would not increase the built form, and given the proposal has a sympathetic design, it is my view therefore, that this development will not result in an adverse impact upon the character and appearance of the street scene.
- 4.3.6 This development is therefore considered in accordance with Section 12 of the NPPF.

Environmental Implications

- 4.3.7 The proposed development would be consistent with the criteria set out in Emerging Local Plan Policy D1 '*Sustainable Design*'. There are no other significant environmental implications as a result of the proposed development.

Biodiversity Net Gain (BNG)

- 4.3.8 This is a householder application which is exempt from BNG legislation defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

4.4 Conclusion

- 4.4.1 Overall, as stated above it is considered that the proposed development is compliant with the necessary provisions of the Local Plan policies and the guidelines set out in the NPPF.

4.5 Alternative Options

- 4.5.1 None.

4.6 Pre-Commencement Conditions

- 4.6.1 None.

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.

Biodiversity Net Gain

1. This development is not subject to the statutory Biodiversity Gain Plan condition because it is considered exempt under the statutory exemptions (<https://www.gov.uk/guidance/biodiversity-net-gain-exempt-developments>) or transitional arrangements in respect of the biodiversity gain condition.

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: 16 October 2025	