

DELEGATED FILE NOTE

CASE OFFICER: ...Alex Howard.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02069/FPH	Single storey side garden room extension following removal of existing porch canopy. Re-positioning of shed	5 Westbury Farm Close Offley Hertfordshire SG5 3FL

Submitted Plan Nos

PL-01 Rev B SU-01 Rev B SU-02 Rev A SU-03 Rev A PL-01 Rev B PL-02 Rev A PL-03 Rev A PL-04

1.0 Policies

D1 Sustainable design

D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
HE1	Designated heritage assets
SECN12	Achieving well-designed places
SECN16	Conserve + enhance historic environment

2.0 **Site History**

2.1 Extensive site history. Relevant applications as follows:

2.2 **25/02070/LBC** - Single storey side garden room extension following removal of existing porch canopy.

Pending Consideration

3.0 **Representations**

3.1 **Neighbour Representations and Site Notice** – None received.

3.2 **Conservation Officer** – *“I raise NO OBJECTION on the basis that the proposal satisfies the provisions of Sections 16(2) (LBC), 66(1) (FPH) and 72(1) (both) of the Planning (Listed Buildings and Conservation Areas) Act 1990 and the aims of Section 16 of the NPPF and Policy HE1 of the North Hertfordshire Local Plan 2011-2031.*

Note: Technically, repositioning of shed does not require LBC”.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The site is 5 Westbury Farm Close, a grade II listed in Great Offley Conservation Area. The building forms part of the entry described as Flats 1, 2, 3, 4. (formerly listed as Westbury Farmhouse under School Lane) and the list entry is as follows:

“Farmhouse, now flats. C15 or early C16 former open hall house with 2-storeys. S crosswing, floor and chimney inserted in hall in later C16 (according to records probably between 1564 and 1569 by Robert Ivory (inf Mrs. Vera Davis)); jettied porch and taller N crosswing probably of that time or early C17, C19 and C20 gabled rear additions. Timber frame on stuccoed brick sill, roughcast. Plaster to ground floor of S wing at front. Roughcast single-storey L-shaped brick outbuilding at S end. Steep old red tile roofs. A 2-storeys and attics, H-shaped house facing E set at back of farmyard, with 2 gabled crosswings, gabled jettied porch with pointed archway, and 2-storeys canted bay window to right of porch. Very large internal chimney at junction of centre and N wing with semi-circular attached shaft to broad stepped face of chimney above roof with red brick corbelled cap renewed. Internal gable chimneys at rear gable of each wing. Narrow projecting stair tower in rear angle of centre with N wing. Front has 3-light flush C19 lattice casement windows generally but 2-lights to attic top of gable of N wing. Gabled dormer on N roof slope also lights this attic floor. Interior has elaborately moulded cross-beam carrying inserted floor in hall with hollow moulded bracket support from chamfered post on rear wall. Structure of older S service wing of 2 bays with jowled posts, convex-curved tension braces set inside wall studs, clasped-purlin roof with one purlin in each slope carried on collar-and-queen-struts. Mortices under tie-beam for cross-partition into 2 rooms on 1st floor and presumably for service rooms on ground floor. Edge-halved scarf in wallplate”.

4.2 **Proposal**

- 4.2.1 Planning permission is sought for the erection of a single storey side garden room extension following removal of existing porch canopy. Re-positioning of shed

4.3 **Key Issues**

- 4.3.1 The key issues in this case are the design, impact on heritage assets, and impact on the reasonable living conditions of neighbours.

Design

- 4.3.2 Policy D1 of the Local Plan states that planning permission will be granted provided that development responds positively to the site's local context in addition to other criteria. Policy D2 of the Local Plan states that planning permission for house extensions will be granted if the extension is sympathetic to the existing house in height, form, proportions, roof type, window details, materials; the orientation of the main dwelling and if it does not dominate adjoining properties. These considerations are echoed in Section 12 of the NPPF.
- 4.3.3 The proposal looks to erect a single storey side garden room extension, following removal of an existing porch canopy. The extension would comprise a glazed flat roof link from the existing dwelling to a garden room, with a flat sedum roof and finished in

black vertical timber cladding on a red brick plinth. The extension has an irregular footprint to take account of the shape of the garden, measuring approx. 2.8m in height with a sedum roof. The internal elevations would incorporate bi-fold doors and long glazed elements. The extension would be sited behind a mature hedgerow fronting the Close, with only the top of the extension visible from the street scene.

- 4.3.4 The design of the proposal has been considered in detail by the Council's Conservation Officer following submission of a pre-application scheme where guidance has been taken on board, given the site is a Grade II listed building in the Conservation Area. This has been considered acceptable and will be considered later in this report, but on this basis the proposal is considered acceptable in its scale, layout and external appearance. The height of the extension is such that it will only be marginally visible over the mature hedgerow, which is such that it will not result in harm to the character of the street scene. There is no objection to the reposition of the shed.
- 4.3.5 As such, the proposed development is acceptable in design terms and the scheme is considered in accordance with Policy D1 and D2 of the Local Plan, as well as Section 12 of the NPPF.

Impact on Heritage Assets

- 4.3.6 As stated above, the building is Grade II listed and within the Conservation Area. Section 72 (1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires that in the exercise of planning powers in conservation areas "*special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area*". In terms of listed buildings Section 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires that where considering whether to grant planning permission for development which affects a listed building, or its setting special regard shall be had to the desirability of preserving the building or its setting or any features of special architectural interest which it possesses.
- 4.3.7 The details of this proposal have been fully considered by the Council's Conservation Officer (CO) in their formal response, following a proactive pre-application submission where the scheme has taken account of the comments raised. The CO has formally confirmed that no objections are raised to the proposal, subject to the standard conditions, summarising their view as follows:

"Impact on listed building's special character and its setting

Physical intervention with existing historic fabric limited to the link. Main impact is the presence of the building within the farmhouse's setting and whether this impacts upon the building's significance.

Impact on character and appearance of the conservation area –

Limited impact upon character and appearance for reasons stated under analysis.

Harm, preserve or enhance.

The proposal would neither harm or enhance but the farmhouse's status within this group would be preserved".

- 4.3.8 As such, the proposed development under this householder application is considered acceptable and will not occasion harm to the listed building's special

character/significance or the Conservation Area, in accordance with the Policy HE1 of the Local Plan and Section 16 of the NPPF.

Impact on Neighbours

- 4.3.9 Policy D3 of the Local Plan states that planning permission will be granted for development proposals which do not cause unacceptable harm to living conditions.
- 4.3.10 The site is an end of terrace property with detached neighbours to the west and south and those terraced neighbours due south also. Given the nature, scale and location of development in the side garden area, away from any neighbouring boundaries and the extensions reasonable scale and appearance, it is considered that the scheme will not result in any material harm to the living conditions and well-being of neighbours, with respect to overdominance, loss of privacy and loss of daylight/sunlight.
- 4.3.11 This is in accordance with Policy D3 of the Local Plan.

4.4 **Conclusion**

- 4.4.1 The proposed development is considered acceptable in design, heritage, and its impact upon neighbouring properties, in accordance with Policies D1, D2, D3 and HE1 of the Local Plan, as well as Section 12 and 16 of the NPPF.

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.

Proactive Statement:

Planning permission has been granted for this proposal. The Council acted proactively through early engagement with the applicant at the pre-application stage 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  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 17 October 2025	