

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/00934/FPH	Alterations to existing roof to include increase in roof height, installation of rear dormer, and three roof lights to front roofslope to facilitate the conversion of the loftspace into habitable accommodation (as amended by plans received 10th and 13th June 2025).	93 Whitehill Road Hitchin Hertfordshire SG4 9HS

Submitted Plan Nos

A 101 A 201 A 203 A 501A A 202B A 102C

1.0 Policies

D1 Sustainable design

D2 House exts, replcmnt dwellings outbuild

D3 Protecting living conditions

SECN12 Achieving well-designed places

2.0 **Planning History**

2.1 None relevant to this application.

3.0 **Representations**

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

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site is a detached property located on the west side of Whitehill Road, Hitchin. Whilst the property fronts Whitehill Road, the property is accessed via a small access road to the rear via Maytrees where parking, private amenity space and the front door is located.

4.2 **Proposal**

4.2.1 Planning permission is sought for alterations to existing roof to include increase in roof height, installation of rear dormer, and three roof lights to front roof slope to facilitate the conversion of the loft space into habitable accommodation (as amended by plans received 10th and 13th June 2025).

4.3 **Key Issues**

4.3.1 The key considerations are design and the impact on the amenities of neighbouring properties.

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 seeks to raise the ridge line of the property by approx. 0.65m to facilitate the insertion of a rear box dormer measuring approx. 6.3m wide and 2.4m in height, and 3NO rooflights in the front roof slope, to convert the loft space into habitable accommodation. Two windows are proposed on the rear elevation of the dormer and a high level, narrow, second floor window is to be sited in the side of the proposed dormer. The property will retain its dual-pitch form and orientation, and the scheme will be finished in hanging tiles and white uPVC windows, to match the host dwelling.
- 4.3.4 It is considered that the design of the proposal is acceptable in planning terms. The proposed increase in height by approx. 0.65m is a modest increase necessary to achieve internal heights of the proposed dormer, which will not read as significant in the context of the immediate neighbours on Whitehill, as exemplified by the street scene elevations submitted. The proposed dormer itself will be the first of its kind in this immediate area and the row of dwellings on this part of Whitehill, which will be visible from certain aspects Whitehill Road, Maytrees and the rear access road. However, owing to the dormers set in nature and the relationship with the host dwelling, its neighbours and Whitehill Road, which are largely set back and tight to neighbouring dwellings, this element will not be wholly noticeable on Whitehill Road and will therefore only really be visible from the rear on Maytrees to a limited degree and the access road. As such, whilst this will be the first dormer window, it is considered acceptable in scale and form and will not result in significant harm to the character and appearance of the host dwelling, street scene and wider area. The 3NO rooflights, two windows on the rear elevation and the proposed 2nd floor side high level window are considered acceptable, subject to revised plans being submitted.
- 4.3.5 The proposal is therefore deemed acceptable in design terms and in accordance with Policies D1 and D2 of the Local Plan and Section 12 of the NPPF.

Impact on Neighbours

- 4.3.6 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.
- 4.3.7 The property benefits from two immediate neighbours, No.91 and No.95 Whitehill Road, as well as some properties to the rear on Maytrees, No.2 being the closest. In respect of the properties either side on Whitehill Road, it is considered that by virtue of the modest increase in the height of the ridge line, the orientation of these neighbours relative to the host property, and the tight parallel relationship, the development is unlikely to result in any material harm to the reasonable living conditions and well-being of neighbours, in respect of overdominance, loss of privacy and loss of daylight/sunlight. The proposed 2nd floor side window will be conditioned to be obscure glazed and non-opening below 1.7m above floor level. In respect of No.2 Maytrees, this neighbour would have a perpendicular relationship with the host dwelling which will afford some heightened overlooking abilities. However, the distance between the site and this neighbour is approx. 30m and based on the existing arrangement, there is already some overlooking from the existing first floor windows. Therefore, for these reasons, it is considered unreasonable to maintain an objection in this respect.
- 4.3.8 Therefore, the proposal will not cause unacceptable harm to living conditions, in line with Policy D3 of the Local Plan.

Biodiversity Net Gain

- 4.3.9 The proposal is exempt from the mandatory 10% BNG.

4.4 **Conclusion**

- 4.4.1 The proposal is considered acceptable in planning terms and in accordance with Policies D1, D2 and D3 of the Local Plan, as well as Section 12 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.

3. The window at second floor level on the side elevation of the development hereby permitted shall be permanently glazed with obscure glass and be non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed.

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.

4. The extension 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.

Proactive Statement:

Planning permission has been granted for this proposal. The Council acted proactively through positive engagement with the applicant during the determination process 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  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 13 June 2025	