

DELEGATED FILE NOTE

CASE OFFICER: ...Saffron Loasby.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01303/FPH	Replacement pitched roofs over existing first floor front dormer windows.	22 Dale Close Hitchin Hertfordshire SG4 9AS

Submitted Plan Nos

P02 P03 PO1

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions

T2 Parking

SECN12 Achieving well-designed places

SECN14 Meeting climate change,coastal,flooding

2.0 **Relevant Site History**

- 06/00734/1HH – Front dormer window – Conditional permission
- 05/01686/1HH – First floor front extension - Withdrawn

3.0 **Representations**

3.1 **Neighbour Consultation** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site accommodates a detached two storey property on Dale Close, Hitchin.

4.2 **Proposal**

4.2.1 Alterations to the existing flat roof box dormers include adding proportionately sized roofs above to create pitched dormers. Materials propose to match the those of the existing with timber boarding across the apex.

4.3 **Key Issues**

4.3.1 The key issues for consideration are as follows:

- Design and impact on local character;
- Impact on neighbour amenity;
- Highways and parking matters;
- Impact on the environment
- Biodiversity Net Gain (BNG)

Design and impact on local character:

4.3.2 Policy D1 of the Local Plan requires that development proposals respond positively to the site's local context. Policy D2 of the Local Plan requires extensions to houses and outbuildings to incorporate a design that is sympathetic to the main dwelling in terms of

its scale, form and orientation and does not harm the character and appearance of the locality around the site. These policies are broadly consistent with Section 12 of the National Planning Policy Framework.

- 4.3.3 The proposed pitches would sit under the ridge height of the main dwelling, sitting subservient to the host dwelling. The proposed external materials are timber/hanging tiles for the dormer surrounds and casement windows to remain as existing. The design includes no further additions and would sit amongst other similarly scaled residential properties with dormer windows. The proposal would not appear incongruous to the grain of development along Dale Close that comprises a mixture of house designs, roof types and material palettes.
- 4.3.4 Overall, the proposal is considered acceptable in design terms. Discussion has taken place regarding the accuracy of the drawings and subsequent amendments have taken place to address this. With the glazing and dormer detail amendment, the development would be appropriate in respect of its material palette, massing, and roof design. It would not harm the character or appearance of the host dwelling or the wider street scene. Accordingly, the proposed development complies with Policies D1 and D2 of the NHLP and Section 12 of the NPPF.

Impact on Neighbouring Properties:

- 4.3.6 A core planning principle set out in the NPPF is to always seek to secure a good standard of amenity for all existing and future occupants of land and buildings. This principle is reflected in the provisions of Policy D3 of the NHLP.
- 4.3.7 In respect of neighbouring amenity, the existing openings are not increasing in size, and the new pitched roof dormers are considered acceptable in scale and design. The extent of glazing is no different to that as existing and considered appropriate in this context. As such, the proposal would not result in unacceptable harm to neighbouring living conditions by reason of overshadowing or overlooking.
- 4.3.8 The development is therefore considered to accord with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking:

- 4.3.9 The development does not involve an increase in floor area and therefore not applicable to this proposal. Notwithstanding, the application site already fully complies with Policy T2 of the NHLP, with more than adequate parking provision for the size of the property.

Environmental Implications

- 4.3.10 The proposed development is not large enough in scale to cause significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Section 14 of the NPPF.

Biodiversity Net Gain:

- 4.3.11 This is a form of development which is exempt from BNG Legislation, defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 due to it falling under the scope of the 'de minimis' exemption.
- 4.3.12 Notwithstanding the above, given the Priory tree belt to the northwest of the application site and the large treed gardens that make up the rear curtilage of Dale Close and Lister Avenue, an informative has been added to ensure any works to the roof are mindful of bats and the relevant legislation.

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**.

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 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.

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.

Informative/s:

1. The applicant is advised that all species of bat and their roosts are protected under the Conservation of Habitats and Species Regulations 2017 (as amended) and the Wildlife and Countryside Act 1981 (as amended). As roof works have the potential to affect bats and their roosts, the applicant should remain vigilant throughout the works. Should bats, or evidence of bats, be discovered at any stage, all work in the affected area must cease immediately and advice should be sought from a suitably qualified ecologist before works recommence. The granting of planning permission does not remove the applicant's legal responsibilities under the relevant wildlife protection legislation.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 16 July 2026	