

DELEGATED FILE NOTE

CASE OFFICER: ...Vicki Wood.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01188/FPH	Installation of front hardstanding and creation of vehicular access off Jackmans Place (as amended by plan received on 15/07/2026).	30 Jackmans Place Letchworth Garden City Hertfordshire SG6 1RH

Submitted Plan Nos

001 Rev D Existing and proposed Plans Location Plan Block Plan

1.0 Policies

1.0 **Local and National Policy**

1.1 **National Planning Policy Framework (NPPF) (2024)**

Section 2 – Achieving sustainable development

Section 12 – Achieving well-designed places

Section 14 - Meeting the challenges of climate change, flooding and coastal change

Section 16 – Conserving the historic environment

1.2 **North Hertfordshire Local Plan (2011-2031)**

Strategic Policies

Policy SP1 – Sustainable Development in North Hertfordshire

Policy SP2 – Settlement Hierarchy and Spatial Distribution

Policy SP9 – Design and Sustainability

Policy SP13 – Historic environment

Development Management Policies

Policy D1 – Sustainable design

Policy D2 – House extensions, replacement dwellings and outbuildings

Policy D3 – Protecting living conditions

Policy HE1 – Designated heritage assets

Policy T2 – Parking

2.0 **Relevant Site History**

2.1 None.

3.0 **Representations**

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

3.2 **LGCHF** – None received.

3.3 **Highway Authority** – No objection subject to conditions.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site comprises of a two-storey mid-terrace dwelling located on the south-eastern side of Jackman's Place. The property's front garden benefits from a central pedestrian pathway

leading from the highway to the main entrance doorway. There is no boundary treatment along the site frontage. The site is situated within the Letchworth Conservation Area.

- 4.1.2 The application site is within the settlement boundary for Letchworth where development is generally acceptable subject to policy requirements.

4.2 **Proposal**

- 4.2.1 Installation of front hardstanding and creation of vehicular access off Jackmans Place (as amended by plan received on 15/07/2026).
- 4.2.2 The amended plan includes the planting of a hedge along part of the site's frontage, where the garden borders the highway. The plans also provide for a bin store, which will be screened from public view by the proposed hedge.

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are as follows:
- The acceptability of the design of the proposed development and its resultant impact on the character and appearance of the area.
 - The impact that the proposed development would have on the living conditions of neighbouring properties.
 - The impact that the proposed development would have on car parking provision in the area.
 - The impact that the proposed development would have on the environment.

Design and Appearance

- 4.3.2 The objectives of the National Planning Policy Framework (NPPF) include those seeking to secure the creation of high quality, beautiful and sustainable buildings and places (Section 12 – Achieving well-designed places). Paragraph 131 of the NPPF states that “*Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities*”. In this regard, Policy D1 and D2 of the Local Plan are consistent with the objectives set out within the NPPF.
- 4.3.3 The proposal would see the existing garden space to the east side of the internal pathway benefitting from a hardstanding in the form of a permeable gravel surfacing over an area measuring a depth of 5.5 metres with a width of 3.5 metres. The area would provide for off-street parking for one vehicle with a dropped kerb formed with the highway. The area to the rear of the hardstanding and to the western side of the pathway would be retained as a grassed area, with the western side benefitting from soft landscaping in the form of a short stretch of hedgerow at the point where the garden meets with the highway. Beyond this is a bin store, screening bins from public view.
- 4.3.4 I am satisfied that the scale and design of the proposed development would maintain a front garden space consistent with those of neighbouring properties within Jackson's Place. The development would be sympathetic to its surroundings and would not result in any harm to the character and appearance of the street scene. As such, the proposal would be in accordance with Policies D1 and D2 of the Local Plan and Section 12 of the NPPF.

Impact on Heritage Assets

- 4.3.5 Within a Conservation Area, the Council has a duty to pay special attention to the desirability of preserving or enhancing the character or appearance of that area, in accordance with Section 72 of the Listed Building and Conservation Areas Act (1990). Furthermore, Section 16 of the NPPF sets out guidance relating to sustaining and enhancing heritage assets. In this regard, Policy HE1 of the Local Plan is consistent with the NPPF.
- 4.3.6 When considering the impact of proposed development on the significance of a designated heritage asset (such as a Conservation Area), the NPPF notes that great weight should be given to the asset's conservation; the more important the asset, the greater the weight should be.
- 4.3.7 The proposed development would not have any significant impact on the character and appearance of the conservation area. The proposed design and materials are considered sympathetic to the locality and to the conservation area and there would not be any harm to the heritage significance of the conservation area.
- 4.3.8 I am satisfied that the development is acceptable and in accordance with Policy HE1 of the Local Plan and Section 16 of the NPPF.

Impact on Neighbouring Properties:

- 4.3.9 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 Local Plan.
- 4.3.10 I am satisfied that the proposed development would maintain a satisfactory relationship with neighbouring properties and would not result in any significant harm to existing residential amenity. As such the development would be in accordance with Policy D3 of the Local Plan and Section 12 of the NPPF.
- 4.3.11 I am satisfied that the proposal is in accordance with Policy D3 of the Local Plan and Section 12 of the NPPF.

Highways and Parking:

- 4.3.12 The proposal would introduce one off-street parking space within part of the front garden of the property. No objection has been raised by the Highway Authority.

Biodiversity Net Gain (BNG)

- 4.3.13 The development is not subject to the statutory biodiversity gain condition, as it falls within one of the exemptions set out in paragraph 17 of Schedule 7A to the Town and Country Planning Act 1990 and the Biodiversity Gain Requirements (Exemptions) Regulations 2024

Environmental Implications

- 4.3.14 The Council's Sustainability Supplementary Planning Document (2024) seeks to ensure that new developments are future proofed against the challenge of climate change.

- 4.3.15 Section 14 of the NPPF sets out how the planning system should support the transition to a low carbon future. The principles set out in Section 14 are reflected in Policy D1 of the Local Plan, which sets out that development proposals should take all reasonable opportunities to reduce energy consumption and waste, retain existing vegetation and propose new appropriate planting, and future proof for changes in technology and lifestyle.
- 4.3.16 Based on the details submitted, the proposed development, is unlikely to have any significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Policy D1 of the Local Plan and Section 14 of the NPPF.

4.4 **Conclusion**

- 4.4.1 The proposed development is considered acceptable and in accordance with Policies SP1, SP9, SP13, D1, D2, D3, HE1 and T2 of the Local Plan 2011-2031 and Sections 2, 12, 14 and 16 of the NPPF 2024.

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. Prior to the first use of the development hereby permitted a visibility splay measuring 0.65 x 0.65 metres shall be provided to each side of the access where it meets the highway and such splays shall thereafter be retained at all times free from any obstruction between 600mm and 2m above the level of the adjacent highway carriageway.

Reason: To ensure that the level of visibility for pedestrians, cyclists and vehicles is satisfactory in the interests of highway safety in accordance with Policy 5 of Hertfordshire's Local Transport Plan(adopted 2018).

4. Prior to the first occupation use of the development hereby permitted the vehicular access shall be completed and thereafter retained as shown on drawing number (001 Rev D) in accordance with details/specifications to be submitted to and approved in writing by the Local Planning Authority in consultation with the highway authority. Prior to use appropriate arrangements shall be made for surface water to be intercepted and disposed of separately so that it does not discharge from or onto the highway carriageway.

Reason: To ensure satisfactory access into the site and avoid carriage of extraneous material or surface water from or onto the highway.

5. Notwithstanding the details shown on Drawing No. 001 Rev D hereby approved, details of a bin store shall be submitted to and approved by the Local Planning Authority prior to the use of the parking area and implemented on site.

Reason - In the interests of visual amenity and to prevent the blocking of the driveway access by the bins.

6. Prior to the use of the parking space, a landscaping plan shall be submitted to and approved in writing by the Local Planning Authority to illustrate new planting to the northeastern boundary of the application site. This shall include details of (i) the new hedge that is to be planted, together with the species proposed and the size and density of planting and (ii) details of any earthworks proposed. The agreed landscaping shall be planted in the first planting season (November to March) following the creation of the parking space.

Reason: To minimise the impact of the development from public areas and to maintain the character and appearance of the Letchworth Conservation Area in accordance with Policy HE1 of the North Hertfordshire Local Plan.

Proactive Statement:

7. 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. AN1) Storage of materials: The applicant is advised that the storage of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence.

AN2) Obstruction of highway: It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence.

AN3) New or amended vehicle crossover access (section 184): Where works are required within the public highway to facilitate a new or amended vehicular access, the Highway Authority require the construction of such works to be undertaken to their satisfaction and specification, and by a contractor who is authorised to work in the public highway. If any of the works associated with the construction of the access affects or requires the removal and/or the relocation of any equipment, apparatus or structures (e.g. street name plates, bus stop signs or shelters, statutory authority equipment etc.) the applicant will be required to bear the cost of such removal or alteration.

Before works commence the applicant will need to apply to the Highway Authority to obtain their permission, requirements and for the work to be carried out on the applicant's behalf.

AN4) Gravel/shingle driveways: Where loose gravel or shingle is used, a suitable measure to prevent material spilling onto the road/footpath/verge must be installed. It is an offence under section 148 of the Highways Act 1980 to deposit debris onto the public highway, and section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible.

Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

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