

DELEGATED FILE NOTE

CASE OFFICER: ...William Thompson.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01458/FPH	Installation of no.2 dormer windows and no.1 rooflight to existing rear roofslope and no.3 rooflights to existing front roofslope to facilitate conversion of loftspace into habitable accommodation.	11 Bowlers End Hitchin Hertfordshire SG5 2EA

Submitted Plan Nos

Location Plan 4188-26A1-01A 4188-26A1-02B 4188-26A1-03 4188-26A1-04A

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild

D3	Protecting living conditions
SP5	Countryside and Green Belt
SECN12	Achieving well-designed places
SECN13	Protecting Green Belt Land
SECN14	Meeting climate change,coastal,flooding

2.0 **Relevant Site History**

- 2.1 21/01115/FPH - Erection of side elevation attached shed and replace existing attached garage door with a window to facilitate conversion of garage into habitable accommodation

Conditional Permission

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 two-storey detached dwelling situated on Bowlers End, Hitchin. The site benefits from a driveway and front and rear gardens. The site is brushed over by the Green Belt.

4.2 **Proposal**

- 4.2.1 Installation of no.2 dormer windows and no.1 rooflight to existing rear roofslope and no.3 rooflights to existing front roofslope to facilitate conversion of loftspace into habitable accommodation.

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 impact on the character and appearance of the area.
- The impact of the proposed development on the living conditions of neighbouring properties.
- Access and parking matters.
- The impact of the proposed development on the environment.

Principle - Green Belt

- 4.3.2 The site is within the Green Belt as allocated within the Local Plan. Paragraph 153 of the NPPF advises that significant weight should be given to any harm to the Green Belt that arises from development unless Very Special Circumstances can be demonstrated to outweigh this harm. Paragraph 154 of the NPPF advises that development is inappropriate in the Green Belt unless the development comprises one of the exceptions listed under this section. Exception c) advises *“the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building;”*.
- 4.3.3 The proposal would present a minimal increase in volume and no increase in footprint over the original. Therefore, it is not considered that the proposal would result in disproportionate additions over the original building. The development would not constitute inappropriate development in the Green Belt.
- 4.3.4 Paragraph 143 of the NPPF states the five purposes of the Green Belt. In my opinion, the development does not contradict with any of the five purposes. Given the above, the proposal is not inappropriate development in accordance with Section 13 of the NPPF and is therefore compliant with Policy SP5 of the Local Plan.

Design and Appearance:

- 4.3.5 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.
- 4.3.6 The proposal seeks the introduction of 2no. modestly sized dormer windows and 1no. rooflight to the rear roofslope and 3no. rooflights to the front roofslope. The rear dormers would be minimally visible to the streetscene. The proposed external materials are tile for the walls and fenestration to match existing. Bowlers End marks a recent development but rooflights to the front roofslope and a rear dormer are already established at no.12.
- 4.3.7 In my view, the proposal is considered to be acceptable in design terms and would, therefore, not cause harm to the character and appearance of the dwelling or

streetscene. The proposal is considered to comply with Policies D1 and D2 of the NHLP and Section 12 of the NPPF.

Impact on Neighbouring Properties:

- 4.3.8 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.
- 4.3.9 Regarding neighbour amenity, the development modest in scale with modest additional fenestration. Therefore, it is considered that the proposed development would not result in an unacceptable level of harm to amenity, as to be objectionable, in terms of overdominance, shading or loss of privacy.
- 4.3.10 This development is therefore considered to be in accordance with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking:

- 4.3.11 The development includes an increase in the number of bedrooms from 4no. to 5no. The application site would retain a minimum of 2no parking spaces, so complies with Policy T2 of the NHLP. Therefore, no parking issues would arise from the proposed development.

Environmental Implications

- 4.3.12 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:

- 4.3.13 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 it falling under the scope of the 'de minimis' exemption.

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. 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  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 23 July 2026	