

DELEGATED FILE NOTE

CASE OFFICER: ...Henry Thomas.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00904/FPH	Single storey side and rear extension, open-sided front porch, replacement roof including installation of rooflights, removal of chimney and alterations to existing fenestration following demolition of existing store. Installation of vehicular access via dropped kerb and vehicle crossover including hardstanding to provide No.2 parking spaces.	4 Leete Place Royston Hertfordshire SG8 5DX

Submitted Plan Nos

Location Plan 2601/01 2601/02 2601/03 2601/04 2601/05A 2601/06A 2601/07 2601/08A
2601/10 2601/11A

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
SP1	Sustainable development in North Herts
SP9	Design and Sustainability
T2	Parking

2.0 **Site History**

2.1 25/01808/FPH - Single storey rear and side extension following demolition of existing rear shed.

3.0 **Representations**

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

3.2 **Royston Town Council** – None received.

3.3 **HCC Highways** – No objection with conditions and informatives for:

- Vehicular access specification
- Parking provision specification
- Pedestrian visibility splays
- Surface material specification

4.4 **NHC Parking Services** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site is a detached bungalow dwelling on the west side of Leete Place in a residential part of Royston. The dwelling sits perpendicular to the road. The side flank of the dwelling sits within

proximity to the highway. As such, the north, east and southern elevations are visible from Leete Place.

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

4.2 **Proposal**

- 4.2.1 Single storey side and rear extension, open-sided front porch, replacement roof including installation of rooflights, removal of chimney and alterations to existing fenestration following demolition of existing store. Installation of vehicular access via dropped kerb and vehicle crossover including hardstanding to provide No.2 parking spaces.
- 4.2.2 The side extension would be single storey with a gable roof, approx. 6.25m deep, 7.4m wide with eaves at 2.6m and ridge at 4.5m.
- 4.2.3 The rear extension would be single storey with a hipped roof, approx. 1.85m deep, 6.6m wide with eaves at 2.6m and ridge at 4.5m.
- 4.2.4 The proposed materials are:

Walls – Match Existing (Facing brickwork)

Roof – Match Existing (Concrete tiles)

Windows – Match Existing (white uPVC)

Doors – Match Existing (white uPVC).

Hardstanding – block paving.

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 (Chapter 14 – Achieving well-designed places). Policy DP3 of the NPPF states that “*Development proposals should respond to their context (the history, character and features of their site and its setting), so that they integrate with and enhance their surroundings*”. In this regard, Policy D1 and D2 of the North Hertfordshire Local Plan are consistent with the objectives set out within the NPPF.

4.3.3 Policy D2 states that planning permission will be granted where: *“the extension is sympathetic to the existing house in height, form, proportions, roof type, window details, materials and the orientation of the main dwelling”*.

4.3.4 In terms of height, roof type, window details, materials and orientation I find the proposed extensions to be sympathetic to the dwelling. However, when considering the policy in purist terms, I consider the form and proportions to be excessively large when weighed against the original bungalow. In view on balance, although some harm would be caused due to the size and form of the extensions in terms of the design and appearance, this harm would not be sufficient to warrant a refusal on this basis. The proposal is therefore unobjectionable in terms of design and appearance.

Impact on Neighbouring Properties:

4.3.5 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.

4.3.6 The proposed extensions would be sited in close proximity to the boundary with No.3 and No.5 Major Haddock Close which have shallow rear garden. The proposed extension would not have any side facing windows above ground floor level. In my view, whilst the extension would have a significant depth along this boundary, due to the dual gable roof form the visible bulk to the neighbours would be limited to the two ridges. Due to the orientation of the dwelling, the extension would be unlikely to contribute to any further loss of light than is already given by the bungalow itself. I therefore do not consider the extension to be sufficiently harmful to warrant a refusal.

Highways and Parking:

4.3.7 Although the proposal would result in the loss of a permit parking bay, NHC Parking Services have been formally consulted on the application and have not raised an objection. The proposed development would result in a gain of two off-street vehicle parking spaces which would reduce the dwellings dependence on the existing permit bays. The proposal would comply with policy T2 of the Local Plan.

Biodiversity Net Gain (BNG)

4.3.8 This is a householder application which is exempt from BNG legislation defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Environmental Implications:

4.3.9 Chapter 5 of the NPPF sets out how the planning system should support the transition to a low carbon future. The principles set out in Chapter 5 are reflected in Policy D1 of the North Herts Local Plan, which sets out that development proposal 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.

- 4.3.10 The proposed development, would have no significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Chapter 5 of the NPPF and Policy D1.

4.4 **Conclusion**

- 4.4.1 The proposed development is considered acceptable and in accordance with Policies SP1, SP9, D1, D2, D3 and T2 of the NHLP 2011-2031 and Chapters, 5 and 14 of the NPPF 2026.

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, the vehicular access shall be completed and thereafter retained as shown on drawing 2601/11 Rev A, in accordance with details and specifications to be submitted to and approved in writing by the Local Planning Authority, in consultation with the Highway Authority.

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 public highway.

Reason: To ensure satisfactory access into the site and avoid the discharge of surface water or carriage of extraneous material onto the highway, in accordance with Policy 5 of Hertfordshire's Local Transport Plan (2018).

4. Prior to the first use of the development, the proposed parking space shall be provided at 5.0m x 2.5m, in accordance with the Place and Movement Planning Design Guidance (P&MPDG), Part 4, Chapter 6, Table 11.9, and retained thereafter for that purpose.

Reason: To ensure a satisfactory form of development and in the interests of highway safety, in accordance with Policy 5 of Hertfordshire's Local Transport Plan (2018).

5. Prior to the first use of the development hereby permitted, 0.65m x 0.65m pedestrian visibility splays shall be provided on each side of the access and retained thereafter.

The splays shall be measured from the point where the edges of the access cross the highway boundary, extending 0.65m into the site and 0.65m along the highway boundary to form triangular visibility splays.

Within these areas, there shall be no obstruction to visibility between 0.6m and 2.0m above carriageway level.

Reason: To ensure a satisfactory development and safeguard pedestrian safety in accordance with Policies 5 and 7 of Hertfordshire's Local Transport Plan (2018).

6. Prior to first occupation of the development, the parking area shall be surfaced in a bound material to prevent loose material spilling onto the public highway.

Reason: To ensure satisfactory access and prevent debris from being carried onto the highway, in accordance with Policy 5 of Hertfordshire's Local Transport Plan (2018).

7. 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.

Informative/s:

1. The applicant is advised that construction materials should be stored within the site and not on the public highway. If this is not possible, authorisation should be obtained from the Highway Authority before works commence.

Further information:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business->

and-developer-information/business-licences/business-licences.aspx
Tel: 0300 123 4047

2. Under Section 137 of the Highways Act 1980, it is an offence to obstruct a public highway or public right of way without lawful authority.
If construction activities are likely to obstruct the highway or public rights of way, permission must be obtained from the Highway Authority before works commence.

Further information:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx>
Tel: 0300 123 4047

3. Sections 148 and 149 of the Highways Act 1980 make it an offence to deposit material, mud, slurry, dust or debris on the highway.
Appropriate measures shall be taken to ensure vehicles leaving the site do not carry debris onto the public highway.

Further information:

Tel: 0300 123 4047

4. The Highway Authority has powers under Section 163 of the Highways Act 1980 to require measures preventing water from roofs or other parts of a property flowing onto or over the public highway.

5. Where works within the public highway are required to facilitate a new or amended vehicular access, they shall be carried out to the Highway Authority's specification by an approved contractor.

Any costs associated with the alteration or relocation of highway infrastructure, including street furniture and statutory undertakers' apparatus, shall be borne by the applicant.

Further information:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/changes-to-your-road/dropped-kerbs/dropped-kerbs.aspx>
Tel: 0300 123 4047

Signed  Sam Dicocco Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 20 August 2026	