

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00858/FPH	Erection of detached oak framed garden room following demolition of existing detached shed.	310a Norton Way South Letchworth Garden City Hertfordshire SG6 1SX

Submitted Plan Nos

Location Plan Side Elevatons Front and Rear Elevations Existing Floor Plans Proposed Site Plan
Proposed Floor Plans and Elevations

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 and enhancing 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

2.0 **Relevant Site History**

2.1 None.

3.0 **Representations**

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

3.2 **LGCHF** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site lies on the eastern side of Norton Way South within the Letchworth Conservation Area. It comprises of a linear plot containing a two-storey semi-detached dwelling and a detached rear outbuilding to the rear. The property benefits from front and rear gardens, with the front garden partially hard surfaced to provide for off-street parking for two vehicles.

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 Erection of detached oak framed garden room following demolition of existing detached shed.

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 Conservation 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 the environment.

Design

- 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 Following removal of an existing small timber garden shed, the proposal seeks the construction of a replacement detached outbuilding in the form of an oak framed structure. The outbuilding would be positioned alongside the eastern boundary of the rear garden, extending beyond the footprint of the existing shed, and set approximately 0.6 metres from the rear boundary.
- 4.3.4 The proposed structure would be modest in scale, measuring 5 metres by 4 metres, with a hipped roof form. It would have an eaves height of 2.2 metres and a ridge height of 3.0 metres. Openings would be limited to the west elevation facing the dwelling, comprising a set of half-glazed double doors flanked by a single window to either side along with two velux rooflights within the western facing roof slope. External materials would include a brick plinth, oak boarding to the walls, cedar shingle roofing, and hardwood-framed windows.
- 4.3.5 The proposed outbuilding would not be visible within the street scene or from public viewpoints. Furthermore, its scale, form and materials are in keeping with the character of the surrounding area and is in accordance with Policy D1 of the Local Plan and Section 12 of the NPPF.

Impact on Heritage Assets

- 4.3.6 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.
- 4.3.7 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.

4.3.8 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.

4.3.9 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:

4.3.10 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.

4.3.11 I am satisfied that the proposed outbuilding, by virtue of its siting within the plot, would not give rise to any significant impact on neighbouring residential amenity and would be in accordance with Policy D3 of the Local Plan and Section 12 of the NPPF.

Highways and Parking:

4.3.12 The proposal would not impact existing parking arrangements on site.

Biodiversity Net Gain (BNG)

4.3.13 This development is not subject to the statutory Biodiversity Gain Plan condition because it is exempt under the statutory exemptions as set out in paragraph 17 of Schedule 7A of 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 and HE1 of the Local Plan 2011-2031 and Sections 2, 12, 14 and 16 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.

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: 28 May 2026	