

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01791/FPH	Two storey and part single storey rear extension with access steps following demolition of existing conservatory. Alterations to fenestration.	3 Waltham Road Hitchin Hertfordshire SG4 9JW

Submitted Plan Nos

2403_YPUK_P001 2403_YPUK_P002 2403_YPUK_P003 2403_YPUK_P004 2403_YPUK_P005
2403_YPUK_P006

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
T2	Parking

2.0 **Site History**

2.1 None relevant

3.0 **Representations**

3.1 **Neighbour Consultation**—One representation has been received raising the following concerns:

- ☐ windows overlooking our garden
- ☐ concern about boundary walls being removed
- ☐ potential conflict with the mains water supply pipe which crosses various properties.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site comprises No.3 Waltham Road, a mid-terrace residential dwelling in Hitchin. The dwelling comprises a three-bed property within rendered walls under a tiled roof. A ground floor alley way allows pedestrian access from the front to the rear between the application dwelling and the adjoining neighbour at No.2. Vehicular access is possible from the rear of the dwelling via Eynsford Court. The site is not within the Conservation Area.

4.2 **Proposal**

4.2.1 The application proposes a single storey and part two storey extension to the rear elevation. The projection at both ground and first floor is 3.5m from the rear elevation and approximately 7.5m in width. The extension offers an increased kitchen and dining area at ground floor and extensions to the existing 3 bedrooms at first floor, and a new first floor bathroom. The first-floor extension has been pulled back to 1.5m where it adjoins the neighbouring boundary with No4 Waltham Road and set in from the adjoining boundary where it meets with No. 2 Waltham Road.

4.2.2 Materials are proposed to match those of the existing dwelling.

4.3 **Key Issues**

4.3.1 The key issues in this case are the design of the development relative to the main dwelling and its surroundings, the impact the development has on the reasonable living conditions of the neighbouring properties, parking provision and the environment.

Design

4.3.2 Policy D1 of the Local Plan states that development will be granted provided the design of the development appropriately and positively responds to the site's local context together with other criteria to encourage a positive and sustainable form of development. Policy D2 of the Local Plan requires extensions to houses and the erection or replacement of buildings to incorporate 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.

- 4.3.3 The proposed development would be confined to the rear elevation of the dwelling but will still be openly visible from Eynesbury Court. It would feature materials to match, a hipped roof at first floor and a small flat roof to the side extension at ground floor level. The depth is proposed to be approximately 3.5m, and the dwelling sits within a part of Hitchin where dwellings are of varying sizes. There are other properties with similar projections at No. 5 and 6 Waltham Road. I therefore consider that the scale of development would fit suitably within the grain of development to this part of Hitchin. Given the use of sympathetic materials of construction and built form, I consider that the appearance of the development would be acceptable and would be suitably in keeping.
- 4.3.4 The proposed development is therefore considered to be in compliance with Policies D1 and D2 of the Local Plan and the core principles set out within Section 14 of the National Planning Policy Framework. The design and appearance are therefore acceptable.
- 4.3.5 This is considered in line with Policy DP3 of the National Planning Policy Framework and Policies D1, D2 and D3 of the Local Plan.

Impact on Neighbours

- 4.3.6 The extension has been designed to reduce its impact on the neighbouring properties. The extension has been positioned and sized so that it does not significantly block views from neighbouring windows or feel overly large or imposing. Where necessary, the depth of the extension has been reduced, or it has been moved further away from the neighbouring boundaries. The first-floor windows have also been designed so that they do not create additional overlooking or reduce the neighbours' privacy. The new windows mainly direct views further down the rear garden rather than towards neighbouring properties. Overall, because of the extension's design, size and position, it is considered that it would not have an unacceptable impact on the privacy or living conditions of neighbouring residents.
- 4.3.7 Given the orientation of the additions on the adjoining property at No. 2 Waltham Road, there will be some overshadowing to the ground floor openings, particularly in the Winter months when the sun, if out, is lower in the sky. However this will not be significant and will not result in an unacceptable loss of light.
- 4.3.8 Overall, the proposal would have an acceptable impact on existing residential amenity and therefore accords with Policy D3 of the NHLP and the relevant provisions of Policy DP3 of the National Planning Policy Framework (August 2026).

Highways and Parking

- 4.3.9 The number of bedrooms has not increased because of the extensions, additionally, there is no existing parking provision on site. All parking provision appears to be on the road with limited restrictions. Therefore, no change is proposed in this respect.

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 19 of the NPPF.

Biodiversity Net Gain

- 4.3.10 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.

Other Matters

- 4.3.11 The neighbour concerns regarding boundary walls and development around existing services are covered by The Party Wall Act 1996 and Building Regulations and do not form part of the planning assessment.

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 None

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: 10 September 2026	