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| <b>DELEGATED FILE NOTE</b> |
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**CASE OFFICER:** ...Vicki Wood.....

| APPLICATION<br>REFERENCE | BRIEF DESCRIPTION OF<br>DEVELOPMENT                                                         | APPLICATION SITE                                                                      |
|--------------------------|---------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 26/01655/FPH             | Replacement of existing front and side windows (as amended by plan received on 17/09/2026). | 20 Sollershott West<br><br>Letchworth Garden City<br><br>Hertfordshire<br><br>SG6 3PX |

**Submitted Plan Nos**

902-D 01 C 350 C

**1.0     Policies**

1.0 **Local and National Policy**

1.1 **National Planning Policy Framework (NPPF) (2026)**

**Chapter 4 Achieving sustainable development**

Policy S3: Presumption in favour of sustainable development

Policy S4: Principle of development within settlements

**Chapter 5 Meeting the need of climate change**

**Chapter 14 Achieving well-designed places**

Policy DP3: Key principles for well-designed places

**Chapter 17: Pollution, public protection and security**

Policy P3: Living conditions and pollution

**Chapter 20 Conserving and enhancing the historic environment**

Policy HE4: Securing the conservation of heritage assets

Policy HE5: Assessing effects on heritage assets

Policy HE6: Proposals affecting designated heritage assets

Policy HE9: Conservation areas

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

1.3 **Supplementary Planning Design (SPD)**

NHC Sustainability (2024)

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 site is located on the north western side of Sollershott West and comprises a large, two-storey detached dwelling set in substantial grounds and set back from the frontage with the highway where there is a gated access and an established mature hedgerow. The neighbouring property to the east No.22 Sollershott West is a Grade II listed building and the site lies within the Letchworth Conservation Area.

4.1.2 The site is located within the settlement boundary for Letchworth where development is generally supported in principle, subject to compliance with other relevant policies.

4.2 **Proposal**

4.2.1 Planning permission is sought for the replacement of existing front and side windows (as amended by plan received on 17/09/2026).

4.2.2 The application has been amended to address a drawing error.

4.3 **Key Issues**

4.3.1 The key issues for consideration are as follows:

- The impact of the development upon the designated heritage assets: Conservation Area.
- The impact the proposed development would have on the living conditions of neighbouring occupiers.
- The impact that the proposed development would have on car parking provision in the area.
- The impact that the development would have on the environment.

**Design & Appearance**

4.3.2 Chapter 4 of the NPPF sets out the Government's approach to achieving sustainable development through the planning system. It establishes the economic, social and environmental objectives of sustainable development and confirms that these objectives should be pursued in a mutually supportive way. This chapter also reinforces the presumption in favour of sustainable development, requiring planning decisions to support development proposals that accord with an up-to-date development plan and contribute positively to sustainable development.

4.3.3 Chapter 14 of the NPPF promotes high-quality, sustainable and attractive development, recognising that good design is a fundamental aspect of sustainable development. Planning decisions should ensure development is visually attractive, responds positively to local character and creates places that function well for existing and future users.

- 4.3.4 Policies D1 and D2 of the Local Plan are consistent with the objectives set out in the NPPF Chapter 4 Policies S3 and S4 and Chapter 14 Policy DP3.
- 4.3.5 The proposal seeks to replace nine windows and two external doors, four of the windows are to the front (southeast) elevation and five windows and two external doors to the side (southwest) elevation. The windows are proposed as timber painted white casements which will match as closely as possible the existing windows and doors.
- 4.3.6 The property is set back from the frontage of the site and with existing mature boundary planting fronting Sollershott West, the property is not readily visible within the street scene and would not impact the character and appearance of the Conservation Area to any significant degree.
- 4.3.7 I am therefore satisfied that the proposed development by virtue of its design and appearance is considered acceptable and in accordance with Policies D1 and D2 of the Local Plan and Chapter 4 Policy S3 and S4 and Chapter 14 Policy DP3 of the NPPF.

#### Impact on Heritage Assets

- 4.3.8 Within a Conservation Area, the Council has a statutory 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 Planning (Listed Buildings and Conservation Areas) Act 1990. National planning policy relating to the conservation and enhancement of the historic environment is set out in Chapter 20 of the NPPF. In this regard, Policy HE1 of the Local Plan is consistent with the NPPF.
- 4.3.9 Chapter 20 of the NPPF seeks to conserve and enhance the historic environment by protecting heritage assets in accordance with their significance and ensuring that any harm is fully justified and weighed against the public benefits of development.
- 4.3.10 Policy HE5(2)(b) supports proposals that would have no effect on the significance of a heritage asset. As set out in the Design and Appearance section of this report, the proposed replacement windows are considered to be appropriate in terms of their design, materials and detailing. Accordingly, the proposal would preserve the character and appearance of the Conservation Area and would not result in any harm to its heritage significance.
- 4.3.11 Therefore, I am satisfied that the development is acceptable and in accordance with Policy HE1 of the Local Plan and Chapter 20 Policies HE4, HE5, HE6 and HE9 of the NPPF.

#### Impact on Neighbouring Properties:

- 4.3.12 A core planning principle set out in Chapter 17 of 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.
- 4.3.13 I am satisfied that the proposed development, by reason of its minor scale, would not impact existing residential amenity to any significant degree and would be in accordance with Policy D3 of the Local Plan and Chapter 17 Policy P3 of the NPPF.

#### Highways and Parking:

4.3.14 The proposed development would not impact existing off-street parking arrangements.

Biodiversity Net Gain (BNG)

4.3.15 The development is not subject to the statutory biodiversity gain condition because it falls within an exemption provided by Schedule 7A to the Town and Country Planning Act 1990 and/or the Biodiversity Gain Requirements (Exemptions) Regulations 2024 (as amended).

Environmental Implications:

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

4.3.17 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 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.

4.3.18 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 accordance with Policy D1 of the Local Plan and Chapter 5 of the NPPF.

4.4 **Conclusion**

4.4.1 The proposed development is considered acceptable and in accordance with Policies SP1, SP2, SP9, SP13, D1, D2, D3 and HE1 of the Local Plan 2011-2031 and Chapters 4, 5, 14, 17 and 20 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.

**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.

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| <div>Signed</div> <div></div> <div>Anne McDonald</div> <div>Determining Officer</div> | <div>Development Management<br/>North Hertfordshire District Council<br/>Council Offices<br/>Gernon Road<br/>Letchworth<br/>Herts<br/>SG6 3JF</div> |
| <div>Date: 25 September 2026</div>                                                                                                                                       |                                                                                                                                                     |