

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01010/FPH	Alterations and extension to existing side dormer windows. Open sided front canopy porch following demolition of existing canopy porch. Alterations to fenestration and external rendering. (Development already carried out).	37 Manton Road Hitchin Hertfordshire SG4 9NP

Submitted Plan Nos

Location Plan CMJ 02-01 CMJ 01-01 CMJ 03-03 CMJ 04-03

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

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

Development Management Policies

Policy D1 – Sustainable design

Policy D2 – House extensions, replacement dwellings and outbuildings

Policy D3 – Protecting living conditions

Policy T2 - Parking

2.0 **Relevant Site History**

- 2.1 Planning permission was refused under 00/00532/1HH for a two-storey rear extension, raising pitch of roof to provide first floor living accommodation, and new chimney. Application 00/00921/1HH was later submitted for a rear extension and extension of existing roof with 2 side dormer windows to provide first floor accommodation, this was later approved.

3.0 **Representations**

- 3.1 **Neighbour Consultation** – One objection has been received from no.39 Manton Road, the neighbouring property to the east and raises the following concerns:

- ☐ Overbearing impact of clear glazed windows to a habitable room on the privacy of the occupants given this directly overlooks an existing bedroom window
- ☐ Overlooking and loss of privacy to garden space.
- ☐ Disproportionate enlargement of the dwelling

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site is located on the northern side of Manton Road and comprises of a chalet style bungalow that has been subject to previous extensions and alterations. Off-street parking is provided to the eastern side of the front garden, and the property also benefits from a rear garden. The surrounding area is predominantly residential.

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

4.2 **Proposal**

4.2.1 Alterations and extension to existing side dormer windows. Open sided front canopy porch following demolition of existing canopy porch. Alterations to fenestration and external rendering. (Development already carried out).

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 (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 Planning permission was granted under 00/00921/1HH which includes the construction of two single dormer extensions on the east facing roof slope and one single dormer extension of the west facing roof slope of the dwelling. Condition 3 of that approval states *‘All windows specified on the approved plan to have obscure glazing and shall be permanently maintained as such.’* The development carried out seeks planning permission for the extension and re-design of the dormers resulting in one single flat roofed dormer extension on the east facing roof slope and one smaller single dormer extension on the west facing roof slope of the dwelling. Whilst the approved layout of the dwelling shows the dormer windows on the east facing roof slope to a bathroom and ensuite, and to the west facing roof slope to a bedroom, a reconfiguration of the layout shows the dormer windows on the east facing roof slope would be to a study and on the west facing roof slope to a bathroom. The study being classed as a habitable room. Materials would be as built which includes white horizontal boarding to the external finish.

- 4.3.4 To the front elevation, the proposal seeks approval for an open sided porch with alterations to the fenestration and a smooth render to the external finish of the dwelling.
- 4.3.5 Whilst the dormer roof extensions add to the overall bulk at roof level, their revised design minimises the visual impact of the dormers on the street scene. The porch to the front elevation of the dwelling is of a minor scale and is acceptable. In regard to the external finish of the dormer extensions and dwelling, there are other dormer extensions with a similar finish and other dwellings which display a render finish within close proximity to the application site. As such, the proposal would not be out of keeping with the general character of the area and reflects the character of the existing property and similar extensions in the vicinity. In design terms I am satisfied that the additions and alterations would not be visually detrimental to the character and appearance of the area.
- 4.3.6 I am satisfied that the scale, form and proportions of the development, along with its overall design is acceptable and in accordance with Policies D1 and D2 of the Local Plan and Section 12 of the NPPF.

Impact on Neighbouring Properties:

- 4.3.7 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.
- 4.3.8 Given the proximity of the dormer windows and their relationship with an existing window on the west facing gable of the neighbouring property no.39 Manton Road, and the general proximity of the dormers to neighbouring properties, it would be appropriate to ensure glazing is obscured and means of opening is restricted. Providing these measures are met, then I am satisfied that the development would not result in any significant harm to residential amenity and would be in accordance with Policy D3 of the Local Plan and Section 12 of the NPPF.

Highways and Parking:

- 4.3.9 The dwelling is served by sufficient off-street parking spaces which would remain unaffected by the development.

Biodiversity Net Gain (BNG)

- 4.3.10 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

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

4.3.12 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.

4.3.13 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, D1, D2 and D3 of the Local Plan 2011-2031 and Sections 2, 12 and 14 of the NPPF 2024.

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 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.

2. Within 2 months of the date of approval, the windows installed within the side elevations of the dormers hereby approved, shall be fitted with obscure glazing to a minimum of Level 3 on the Pilkington scale and shall thereafter be permanently retained as such.

Reason: To safeguard neighbouring residential amenity in accordance with Policy D3 of the North Hertfordshire Local Plan 2011-2031 and Section 12 of the NPPF 2024.

3. Within 2 months of the date of approval, the windows installed within the side elevations of the dormers hereby approved, shall be fitted with opening restrictors to ensure that no part of the window can be opened beyond 10cm except where it forms part of a means of escape in the event of an emergency. The opening restrictors fitted to the dormer windows shall thereafter be permanently retained as such.

Reason: To safeguard neighbouring residential amenity in accordance with Policy D3 of the North Hertfordshire Local Plan 2011-2031 and Section 12 of the NPPF 2024.

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  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 11 June 2026	