



NORTON STUDIO ARCHITECTS
HISTORIC AND SUSTAINABLE BUILDING SPECIALIST

ARCHITECT ACCREDITED IN BUILDING CONSERVATION

5 Croft Lane – Norton – Letchworth Garden City – Herts – SG6 1AS

e – info@nortonstudio.co.uk

t – 01462 374035

HERITAGE, DESIGN AND ACCESS STATEMENT FOR ALTERATIONS AND EXTENSION AT
4 HAWTHORN HILL, LETCHWORTH GARDEN CITY



APPLICANT

Paul Miller
4 Hawthorn Hill
Letchworth Garden City
Herts

AGENT

Norton Studio Architects
5 Croft Lane
Norton
Letchworth Garden City
Herts

DATE: 11/02/25

REV: ISSUED TO CLIENT

DATE: 08/04/25

REV: ISSUED TO CLIENT

Document No: 2418.PD.235A

PLANNING ISSUE

CONTENTS

1. INTRODUCTION
2. UNDERSTANDING THE HERITAGE ASSET AND CONTEXT
3. DESIGN DISCUSSION
4. IMPACT ON THE SIGNIFICANCE AND MANAGING CHANGE
5. CONCLUSION
6. ACCOMPANYING DOCUMENTS

1. INTRODUCTION

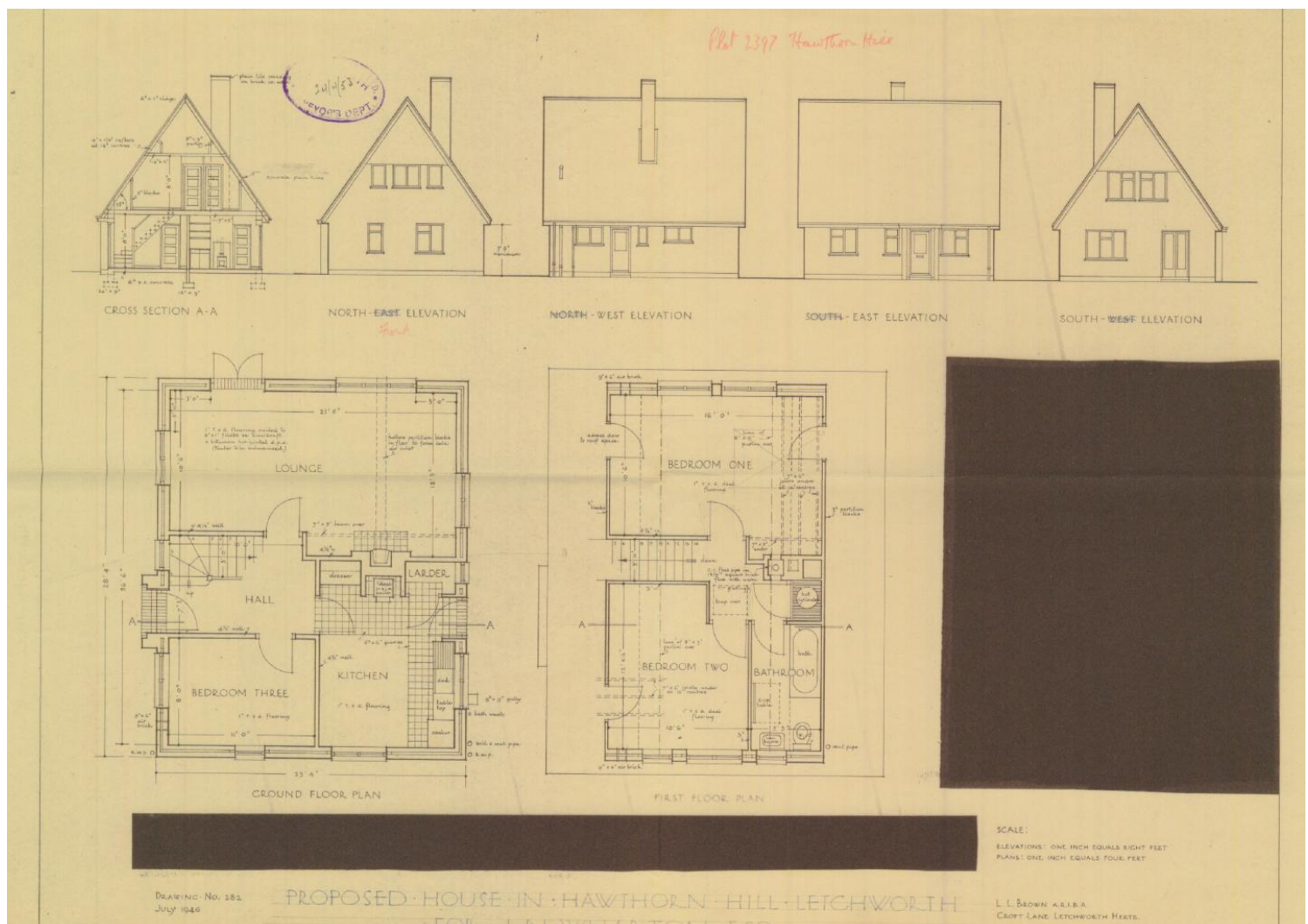
This Heritage, Design & Access Statement is written in support of an application for alterations and extension to 4 Hawthorn Hill, Letchworth Garden City. 4 Hawthorn Hill is a detached property with a garage to the front and existing front door to the side of the property.

Our client, Mr Miller, wishes to extend the property to the rear with a 4 meter, two story extension with a zinc roof veranda to the rear of the property. The proposal also includes rebuilding the existing roof, enlarging the house by raising the ridge to the side and rebuilding the existing dormers, making these mono pitched. In addition, the client is keen to reorganise the internal spaces to create an open plan kitchen, diner and living space as well as creating larger bedrooms, with 2 new ensembles. At this time, the opportunity will be taken to replace all existing windows and exterior doors.

2. UNDERSTANDING THE HERITAGE ASSET AND CONTEXT.

4 Hawthorn Hill is located in Letchworth Garden City off Cowslip Hill and dates from around 1946 and was designed by L.L Brown Architect. The large garden is south facing and backs on to Norton Common. Hawthorn Hill is located within the Letchworth Modern Character Area, and therefore the design principles have been considered throughout.

Although the client would like to make changes to enable reorganised internal spaces, it is important that the alterations have minimal, but positive impact on the street scene and are considerate of the location, surrounding context and existing character of the building whilst allowing for much needed updates to the building.



3. DESIGN DISCUSSION

Mr Miller would like to make alterations to the house, firstly, changing the entrance route into the house. Currently, there is a door to access the garage on the front elevation of the house, and the main entrance door is to the side of the property. The existing garage door is often mistaken for the front door, due to it facing the street scene. To stop confusion and allow easier access from the driveway, Mr Miller would like to relocate the front door. This has been achieved by pushing the existing garage door back, creating a covered porch area, with the front door to the side to minimise the visual impact of the existing garage from the roadside. Although, this has slightly reduced the floor space in the garage, there is still ample space for a car. See image below of proposed entrance and new garage door:



Mr Miller would like to achieve an open plan kitchen, living and dining area which feels light and open. Due to the relocation of the front door, the entrance has become more spacious with new coat and boot storage. New glazed doors lead to the open plan kitchen, diner and living room, which is able to be closed off to create a cosy snug with glazed bi-folding doors.

A new mono-pitched zinc roof veranda with oak posts is proposed to the rear of the property in order to allow for a better link to the garden. This will create a covered outdoor seating area, in addition to reducing overheating to the rear of the property, where bi-folding doors and new windows are proposed. Outdoor seating areas and verandas are a feature often seen throughout Letchworth. See image of veranda at 197 Icknield Way, Letchworth Garden City.



197 Icknield Way, Letchworth Garden City. Courtesy of Rightmove.

Changes to the existing roof are proposed in order to maximise space on the first floor. Firstly, the roof to the previous side extension to the property has been raised to allow for additional room on the first floor of the property. This allows for 4 double bedrooms on the first floor. In addition to this, it is proposed that the existing pitched roof dormers are rebuilt to be zinc mono-pitched dormers, which are reduced in height compared to the existing dormers. These will be marginally wider to be centred on the roof and for the dormers to be thermally upgraded. The existing plain tiled roof is proposed to be replaced

with new plain tiles. To allow for additional light on the first floor, conservation style roof lights are proposed for the stairwell land Ensuite, in addition to new sun pipes for the landing and bathroom

New windows are proposed throughout the building, these will be thermally upgraded from the existing and open glazed to be in keeping with the style of the building. The existing front door is to be replaced with a glazed door. The existing window in the kitchen is to be replaced. This window was originally larger and was replaced with a smaller window and will therefore be replaced to closer match the original window opening. See photo to the right of brickwork infill to the original window opening:

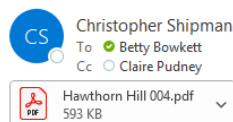
Solar panels have been shown to the rear roof extension in line with the Letchworth Modern Character Area Design Principles, and therefore, will not be visible from the front of the property.



4. IMPACT ON THE SIGNIFICANCE AND MANAGING CHANGE

A pre application advice request was submitted to the Letchworth Heritage Foundation for 4 Hawthorn Hill, the response for which, is shown below. We have responded to the comments below.

4 Hawthorn Hill



Thu 14/11/2024 15:55

Dear Betty,

We have reviewed your proposal and have the following comments:

- We are not keen on the crown roof to the top of the existing side extension. I presume this has been done to maintain the existing ridge height. However, I do not think we would mind if this was extended to gain the increase in depth, so long as it does not extend beyond the ridge of the original house.
- We would prefer the cheeks of the dormer to be of a material that has already been used in this area, perhaps lead cheeks may be more appropriate.
- Why have the roofs of the dormers an inverted pitch? We think we would prefer these to match others within the street scene. The same may apply to the materials used.
- The Design Principles state: *Replacement windows shall match the style and design of the original windows in the property.* The original windows would have been open glazed. (see attached)
- The addition of the veranda extends the property beyond 5 metres which is contrary to the Design Principles.
- We could not support the removal of the hip for a gable on the old extension so close to the neighbouring property. This removes or restricts the existing vista between 4 and 6 Hawthorn Hill. The Design Principles state: *Changes to the style and height of a roof will not normally be acceptable. Roof alterations shall reflect the original roof design and specifications.*

I hope this is of use. If you have any questions, please contact me.

Regards Chris Shipman

Christopher Shipman
Design and Development Officer

Letchworth Garden City Heritage Foundation, One Garden City, Broadway, Letchworth Garden City, Hertfordshire, SG6 3BF



Responding to the comments in turn:

- *We are not keen on the crown roof to the top of the existing side extension. I presume this has been done to maintain the existing ridge height. However, I do not think we would mind if this was extended to gain the increase in depth, so long as it does not extend beyond the ridge of the original house.*

We have omitted the crown roof and raised the existing side extension ridge to match the original house.

- *We would prefer the cheeks of the dormer to be of a material that has already been used in this area, perhaps lead cheeks may be more appropriate.*

After further discussion with the heritage foundation, it was decided that Zinc could be used for the proposed dormers, as long as there is no standing seam on the dormer cheeks. It is proposed that a flat lock system is used for the dormer cheeks, where there is no standing seam and looks visually similar to lead dormer cheeks. Although Zinc is not a commonly used material throughout Letchworth Garden City, it has been used in this case as an alternative to Lead, which is often used for dormer cheeks but is an environmental pollutant. Please see image of the flat lock system used on dormer cheeks, courtesy of VM Zinc of the Duchess of Cornwall Inn, Poundbury:



- *Why have the roofs of the dormers an inverted pitch? We think we would prefer these to match others within the street scene. The same may apply to the materials used.*

The roofs of the dormers are mono-pitched roofs to allow for drainage so there is no need for gutters. The pitch of the dormer roofs have been decreased to the minimum pitch for Zinc.

- *The Design Principles state: Replacement windows shall match the style and design of the original windows in the property. The original windows would have been open glazed. (see attached)*

The windows have been amended to match the style and design of the original property, seen on the plan attached from the Letchworth Heritage Foundation

- *The addition of the veranda extends the property beyond 5 metres which is contrary to the Design Principles.*

The rear extension to the property at Hawthorn Hill has been designed in a way that is considerate to the existing design of the building as well as the neighbouring properties and the overall site. The addition of the veranda and the two-story extension extends to 5.5m from the original property line. Although this is contrary to the 5 meter guidance in the design principles, the two-story extension only extends to 4 meters. The addition of the veranda on the rear does not have significant impact on the neighbouring properties in terms of the massing of the property.

The property also features a large garden, backing on to Norton Common, which is not affected by the size of the veranda.

- *We could not support the removal of the hip for a gable on the old extension so close to the neighbouring property. This removes or restricts the existing vista between 4 and 6 Hawthorn hill. The Design Principles state: Changes to the style and height of a roof will not normally be acceptable. Roof alterations shall reflect the original roof design and specifications.*

This comment is not applicable as there has been no removal of a hip at 4 Hawthorn Hill.

The proposed alterations and extension to 4 Hawthorn Hill have been carefully designed to minimise the impact from the roadside, although changing the main access point into the house, the original façade remains as existing.

An area of concern in the previous application was that the roof pitches should be consistent with the original house and that dormers should reflect the style and appearance of the house and its context. This was considered when adapting the existing dormers. It is proposed that these are rebuilt to be mono-pitched zinc dormers, allowing for drainage. These are smaller in scale to the existing dormers on the house which currently have pitched roofs. The mono-pitched dormers are also consistent with the style of the house and are featured throughout Hawthorn Hill and are within the character of when the house was constructed.

The two story extension to the rear of the house follows the existing roof line, this has been designed to be subservient to the original building to indicate the extension. Although there are replacements and alterations to the existing roofs, the pitches and front elevation have remained consistent with the original design. The proposal of the zinc veranda when compared to a 5 meter two story extension has less visual impact in terms of the massing of the extension, in addition to creating a new outdoor paving area, linking the house to the garden. See visualisation images below of the proposed design and massing for a 5 meter extension from the adjacent gardens.



Visualisation from garden of 2 Hawthorn Hill



Visualisation from garden of 6 Hawthorn Hill

5. CONCLUSION

In conclusion, Mr Miller is keen to extend and alter the property at 4 Hawthorn Hill in a way that is considerate to the original character. Changes have been made to improve the property by creating larger bedrooms with ensuite bathrooms in addition to creating a large open plan living, kitchen and dining area, adding PV panels to the rear roof extension and creating an outdoor covered veranda. The proposal has been designed to improve the property whilst continuing to be inkeeping with the style of the property and street scene and considering the modern character area design principles. This proposal will allow for 4 Hawthorn Hill to have a new lease of life.

6. ACCOMPANYING DOCUMENTS

Accompanying this document are the following documents:

2418_SD_100A Location Plan (A4)
2418_SD_101A Existing Block Plan (A3)
2418_SD_102 Existing Plans (A3)
2418_SD_102 Existing Elevations (A3)

2418_PD_201A Proposed Block Plan (A3)
2418_PD_202A Proposed Plans (A3)
2418_PD_203A Proposed Elevations (A3)