

DELEGATED FILE NOTE

CASE OFFICER: ...Thomas Howe.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02604/FPH	Insertion of rear box dormer with Juliet balcony and 3 no. front rooflights to facilitate loft conversion to habitable space. Front porch extension.	3 Bell Close Hitchin Hertfordshire SG4 9NJ

Submitted Plan Nos

266 25 100 266 25 101 266 25 102 266 25 103

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
T2	Parking
SECN12	Achieving well-designed places
SECN14	Meeting climate change,coastal,flooding

2.0 **Site History**

2.1 79/01040/1 - Erection of two storey side extension and repositioning of detached garage – Conditional Permission

3.0 **Representations**

3.1 **Neighbour Representations** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site comprises No. 3 Bell Close, a two-storey semi-detached two storey dwelling Hitchin.

4.2 **Proposal**

4.2.1 Planning Permission is sought for:

- ☐ Insertion of rear box dormer with Juliet balcony and 3 no. front rooflights to facilitate loft conversion to habitable space. The dormer would feature windows with an internal guard rather than an external Juliet balcony.

- Front porch extension.

4.3 **Key Issues**

4.3.1 **Principle:** Within the settlement boundary of Hitchin, and comprises a modest alteration to an existing dwelling. Complies with Policy SP2 of the Local Plan

4.3.2 **Design:** The proposed built form and materials would be suitably in keeping with the area. It is noted the dormer would be constructed with grey cladding, a modest departure from local vernacular, however, given the dormer's siting to the rear, it would be predominantly obscured from view from the surrounding area. The development therefore would occasion minimal to no impact upon the character and appearance of the dwelling as seen from the street scene. Complies generally with Policy D1 of the Local Plan.

4.3.3 **Heritage considerations:** N/A.

4.3.4 **Impact on the street scene:** The works to erect the dormer are to the rear of the dwelling and would therefore be predominantly obscured from view from the public realm. Some views would be gained from neighbouring gardens, though I consider that this would be modest and would not be objectionable. There are no similar dormers immediately visible in the vicinity, and therefore this dormer would comprise a departure from local vernacular. Given the obscured location of the dormer, in relation to Bell Close, I do not consider that this cul-de-sac would be visually harmed. Some views would be gained from Manton Road, due to the levels difference down to this road, and notably, from the sky gap between No. 33 & 35, however, this would be set away from most viewing perspectives, but is noted. Some degree of fallback for permitted development is potentially present, where the materials would be changed to be similar in appearance to the existing dwelling. This is a material consideration. The porch would be a modest addition to the dwelling and would feature sympathetic built form. It is therefore considered that there would be no unacceptable impact to the street scene.

4.3.5 **Impact on neighbours:** The proposal would not project significantly beyond the existing rear or principal elevations of the host dwelling and the neighbouring dwellings. Therefore, impacts to light and dominance would not be unacceptable. Outlook would be similar to existing, and therefore privacy concerns are not considered to arise. Complies with Policy D3 of the Local Plan. No neighbour objections were received.

4.3.6 **Parking:** No alterations proposed to the existing driveway and no loss of parking on-site. Complies with T2 of the Local Plan.

4.3.7 **BNG:** Exempt from BNG requirements.

4.3.8 **Climate change:** Due to the small scale of the proposals and the sustainable location there would be minimal impact on local climate change.

4.4 **Conclusion**

4.4.1 Acceptable in planning terms.

4.5 **Alternative Options**

4.5.1 None applicable

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  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer	

Date: 27 November 2025	
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