

DELEGATED FILE NOTE

CASE OFFICER: ...William Thompson.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00060/FPH	Single storey side extension. Insertion of front dormer window and no.3 rear rooflights to facilitate creation of first floor accommodation following demolition of existing carport. Re-location of main entrance door to front elevation.	23 Kipling Close Hitchin Hertfordshire SG4 0DU

Submitted Plan Nos

01 02 03

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 None relevant

3.0 **Representations**

3.1 **Neighbour Consultation** – One received (neutral):

☐ Concern that the side extension will be built over an existing manhole

Ward Cllr – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The application site accommodates a semi-detached, bungalow dwelling situated on Kipling Close, Hitchin. The site benefits from a carport, garage, driveway a front and rear garden.
- 4.1.2 Front dormer exists to no.47 Kipling Close. Front dormer and side extension exists to no.46 Kipling Close.

4.2 **Proposal**

- 4.2.1 Single storey side extension. Insertion of front dormer window and no.3 rear rooflights to facilitate creation of first floor accommodation following demolition of existing carport. Re-location of main entrance door to front elevation.

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 impact on the character and appearance of the area.
 - The impact of the proposed development on the living conditions of neighbouring properties.
 - Access and parking matters.
 - The impact of the proposed development on the environment.

Design

- 4.3.2 Policy D1 of the Local Plan requires that development proposals respond positively to the site's local context, retain existing vegetation and minimise the visual impact of street furniture and parking provision. Policy D2 of the Local Plan requires extensions to houses 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. These policies are broadly consistent with Section 12 of the National Planning Policy Framework.

- 4.3.3 The proposed side extension would add 1.5m in width to the existing dwelling while maintaining the existing depth, eaves height, ridge height and roof form. This would maintain a 1m gap from the shared boundary line. The proposal includes 3no. rear rooflights and 1no. ground floor side elevation fixed and obscure glazed window. The design includes a new front door to the front elevation rather than the side. The proposed external materials all set to match existing.
- 4.3.4 The proposed front dormer window would have a width of 5.631m, a maximum depth of 3.4m, a maximum height of 1.8m and would be sufficiently set in from either side and the eaves. The proposed external materials are set to match existing bar the flat roof.
- 4.3.5 There are a limited number of examples of front dormers along Kipling Close and an incredibly similar development was approved to no.46 Kipling Close in 2023. Additionally, the existing rear dormer to no.26 Kipling Close is highly visible in the streetscene. While this development may set further precedent in the immediate locality, it is acknowledged that all applications are assessed on their own merit. Furthermore, given the subservience of the proposed scale, acceptability of the proposed materials, the fact that this site is not within a conservation area and that the streetscene has already been altered, I do not consider that the proposal would have such an adverse effect on the character of the dwelling or streetscene as to conflict with the spirit of Policy D1 of the NHLP.
- 4.3.6 This is considered to be in line with Section 12 of the National Planning Policy Framework and Policies D1 and D2 of the Local Plan.

Impact on Neighbours

- 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 NHLP.
- 4.3.8 Regarding neighbour amenity, the proposal would remain sufficiently set in from each boundary line, the only side elevation window would be fixed and obscure glazed, the rear rooflights are at 1.5 storey level and the dormer window faces the highway. Therefore, it is not considered that the proposal would result in unacceptable harm upon neighbouring living conditions in terms of overdominance, shading or overlooking.
- 4.3.9 Regarding the neighbour concerns about drainage from the positioning of the manhole cover, this would be a matter for building control, not a planning consideration.
- 4.3.10 This development is therefore considered to be in accordance with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking:

- 4.3.11 The proposal does not include an increase in the number of bedrooms. The removal of the carport and introduction of the side extension would reduce on-site parking provision. The site would maintain sufficient space for 2no. parking spaces. Therefore, with regard to Policy T2 of the NHLP, there would be no car parking issues arising from the development.

Environmental Implications

- 4.3.12 The proposed development would be consistent with the criteria set out in Policy D1 of the NHLP '*Sustainable Design*'. There are no other significant environmental implications as a result of the proposed development.

Biodiversity Net Gain:

- 4.3.14 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 it falling under the scope of the 'de minimis' exemption.

4.4 **Conclusion**

- 4.4.1 The proposed development is considered acceptable and in accordance Policies D1, D2, D3, T2 of the NHLP 2011-2031 and Sections 12 and 14 of the NPPF.

4.5 **Alternative Options**

- 4.5.1 None.

4.6 **Pre-Commencement Conditions**

- 4.6.1 None.

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  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 19 March 2026	