

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01749/FPH	Insertion of rear dormer window and 2 no. front rooflights to facilitate loft conversion. (Revision of previously approved planning application 25/00897/FPH granted 21.05.2025)	30 Nursery Hill St Andrews Place Hitchin Hertfordshire SG4 9GD

Submitted Plan Nos

Location plan 020/NUR/003 Rev E

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 25/00897/FPH - Insertion of two rear roof lights and one front roof light into existing roof slopes to facilitate conversion of loft space into habitable accommodation.

Conditional Permission

3.0 **Representations**

3.1 **Neighbour consultations** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site is a semi-detached, three-storey dwelling on the south side of Nursery Hill in a residential part of Hitchin. The site benefits from a driveway and rear garden.

4.2 **Proposal**

- 4.2.1 Insertion of rear dormer window and 2 no. front rooflights to facilitate loft conversion. (Revision of previously approved planning application 25/00897/FPH granted 21.05.2025)

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 rear box dormer window would have a width of 4.9m, a maximum height of 2.4m and a maximum depth of 2.3m. The proposed external materials are hanging tile for the walls to match existing and felt for the roof. The proposal includes 2no. front rooflights.
- 4.3.4 It is acknowledged that the proposed rear dormer window would not strictly align with the existing local context. However, recent permission was granted at no.28 Nursery Hill for a rear box former and the proposed box dormer would likely benefit from a permitted development fall-back position. On balance, the proposed dormer is considered acceptable in this instance. An objection on design grounds is not considered to be maintainable in a possible subsequent appeal scenario.
- 4.3.5 In my view, the scale of the proposed box dormer and rooflights would be a sympathetic addition to the dwelling and would not be considered disproportionate. The proposed roof form and materials are considered sympathetic to the dwelling and wider local context and would not result in an adverse effect on the character of the dwelling.

- 4.3.6 This is considered to be in line with Section 12 of the National Planning Policy Framework and Policies D1, D2 and D3 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 The proposed 2no. front rooflights would be visible from the streetscene; however, they are not considered to cause harm to neighbour amenity in terms of overlooking.
- 4.3.9 Regarding, no.29 and no.31 Nursery Hill, the proposed box dormer would be visible from the rear gardens of these properties; however, it would cause no more harm in terms of overlooking than the existing upper-floor rear elevation windows.
- 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 includes an increase in the number of bedrooms from 2no. to 3no. As the application site only has 1.no on-site parking space, this would not comply with Policy T2 of the NHLP; however, this would be the case with the existing number of bedrooms and the existing parking provision remains unaffected. Additionally, the site is in a sustainable location.

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:

- 4.3.13 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.

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  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 20 August 2025	