

DELEGATED FILE NOTE

CASE OFFICER: ...Alex Howard.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/03045/FP	Installation of shutter door to existing front elevation.	Units 11 And 12 Jubilee Trade Centre Jubilee Road Letchworth Garden City Hertfordshire SG6 1SP

Submitted Plan Nos

Location Plan 877 SK1 B

D1 Sustainable design

SECN12 Achieving well-designed places

2.0 **Planning History**

2.1 **25/02611/LDCP** – Use of premises as car repairs/maintenance (Use Class B2) to include Approved MOT testing station (Class 4 and 7 MOT tests).

Granted

3.0 **Representations**

3.1 **Site Notice and Neighbour Consultation** – None received.

3.2 **Letchworth Heritage Foundation** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site is a large industrial unit located on the east side of Jubilee Road, Letchworth. The site is part of the wider Jubilee Trade Centre which comprises various general industrial and storage/distribution uses, as well as some Sui Generis.

4.2 **Proposal**

4.2.1 Planning permission is sought for the installation of a shutter door to existing front elevation.

4.3 **Key Issues**

4.3.1 The proposal seeks to install a new shutter door on the front elevation of the building to allow additional access following the grant of an LDC to use the premises for car repairs/maintenance. The building has one existing shutter door, and this new door would be further along the front elevation. The site and wider industrial estate and utilitarian in nature and character, such that this proposal will be in line with the prevailing context. The proposal is therefore deemed acceptable in design terms and in accordance with Policy D1 of the Local Plan and Section 12 of the NPPF.

- 4.3.2 The proposal will not result in any harm to neighbouring properties, nor will it have any impacts on highways or access. The proposal, given its nature, is exempt from the mandatory 10% BNG.

4.4 **Conclusion**

- 4.4.1 The proposal is considered acceptable in planning terms in accordance with the relevant local and national planning policies.

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 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.

Biodiversity Net Gain

1. This development is not subject to the statutory Biodiversity Gain Plan condition because it is considered exempt under the statutory exemptions (<https://www.gov.uk/guidance/biodiversity-net-gain-exempt-developments>) or transitional arrangements in respect of the biodiversity gain condition.

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 Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 14 January 2026	