

DELEGATED FILE NOTE

CASE OFFICER: ...Henry Thomas.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01938/S73A	Variation to Condition 2 (Reduce velux windows) of planning permission reference 23/02577/FPH granted on 19.12.2023.	Millstone Baldock Lane Willian Letchworth Garden City Hertfordshire SG6 2AR

Submitted Plan Nos

L-03 L-04 L-01

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
SP1	Sustainable development in North Herts
SP5	Countryside and Green Belt
SP9	Design and Sustainability
SECN12	Achieving well-designed places

2.0 **Site History**

- 2.1 23/02577/FPH - Single storey rear extension, front porch extension with front canopy, replace garage door with window to facilitate conversion of existing attached garage into habitable accommodation, and alterations to fenestration and existing rear extension roof.

3.0 **Representations**

- 3.1 **Letchworth Garden City Heritage Foundation** – None received.
- 3.2 **Neighbour Representations** – One received in objection. The objection is summarised as:

- this application is more than a change to the number of windows, it's a change to the number and size of the windows. It would not be possible to fit four Velux windows of the size currently installed.
- The Velux windows are just above head-height when standing in our garden.
- Noise deflection, ingress and egress.
- To be clear, there is no issue with the size or number of windows - the objection is due to them being opening windows at a low level.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The site is a detached, two storey dwelling on the north side of Baldock Lane in a residential part of Willian. The site is within the Willian Conservation Area and the Greenbelt. The dwelling is set back from the highway.

4.2 **Proposal**

- 4.2.1 Planning Permission is sought for the variation to Condition 2 (Reduce velux windows) of planning permission reference 23/02577/FPH granted on 19.12.2023.

4.2 **Proposal**

- 4.2.1 This application seeks to vary Condition 2 of the previous planning permission 23/02577/FPH granted on 19 December 2023.

- 4.2.2 Condition 2 relates to the approved plans of the development. This application form and plans indicate that the following amendments are present on site:

1. Alterations to the rooflights to the eastern elevation of the rear extension, from a four rooflights to three larger rooflights.

4.3 **Key Issues**

- 4.3.1 The principle of the development has been established given the extant planning permission. Relevant material considerations relating to the current application are design and impact to neighbour amenity.

Greenbelt

- 4.3.2 The proposal would result in any further enlargement that has been granted within the parent permission. The proposal is therefore considered compliant with Policy SP5 of the Local Plan and Section 13 of the NPPF.

Design and Appearance:

- 4.3.3 Policy D1 of the Local Plan states that development will be granted provided the design of the development appropriately and positively responds to the site's local context together with other criteria to encourage a positive and sustainable form of development.

Policy D2 of the Local Plan requires extensions to houses and the erection or replacement of buildings 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.

- 4.3.4 The built form, materials of construction and scale of development remains consistent with the approved scheme. The reduction in number and slight enlargement of the windows is set to the rear of the site and is not considered to be detrimental to local character and the street scene. Given the retention of the built form of the extension, the development is considered to be acceptable.
- 4.3.5 The development is therefore considered to be in compliance with Policies D1 and D2 of the Local Plan and the core principles set out within Section 12 of the National Planning Policy Framework.

Impact on Neighbouring Properties:

- 4.3.6 Policy D3 of the Local Plan permits development that does not result in unacceptable to harm to the amenity of neighbouring occupiers and where necessary encourages the use of mitigation measures to reduce these impacts. This is generally reflected by the provisions within the National Planning Policy Framework.
- 4.3.7 The enlarged rooflights are set into the roof slope and therefore do not provide any overlooking of neighbouring amenity and is therefore compliant with Policy D3 of the local plan and the aims of the National Planning Policy Framework.

4.4 **Conclusion**

- 4.4.1 The development is considered acceptable and is considered to comply with the necessary provisions of the Local Plan policies and the National Planning Policy Framework. Grant conditional permission.

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 grant of planning application 23/02577/FPH.

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: 7 January 2026	