

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02567/FP	Alterations to existing first floor flat to include raised roof extension and insertion of rear dormer; second floor side window and front and rear rooflights to facilitate loft conversion into habitable accommodation. Insertion of first floor rear Juliet balcony. Alterations to fenestration. Installation of permeable hard landscaping to front, side and rear and addition of two car parking spaces. Erection of timber framed car port.	9 High Street Kimpton Hitchin Hertfordshire SG4 8RA

Submitted Plan Nos

Location Plan 301/HSK/100 301/HSK/101 301/HSK/010 301/HSK/011 301/HSK/012 301/HSK/013
301/HSK/140 301/HSK/120 301/HSK/121 301/HSK/141

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
T2	Parking
NE4	Biodiversity and geological sites
SECN12	Achieving well-designed places
SECN13	Protecting Green Belt Land
SECN14	Meeting climate change,coastal,flooding

2.0 Site History

2.1 25/00146/LDCP - Conversion of ground floor GP Surgery E(e) into office space E(g)(i)

Granted

2.2 90/00983/1 - Temporary use of land for stationing of 3 portakabins : Rear garden of doctor's surgery

Granted

2.3 89/01264/1 - Two storey rear extension to doctor's surgery

Conditional Permission

2.4 88/00422/1 - Erection of two storey rear extension to Doctors surgery with provision of 2 parking spaces at rear as a variation of previous permission ref. 1/1306/87

Conditional Permission

2.5 87/01306/1 - Erection of single storey rear extension to Doctors Surgery and provision of 2 parking spaces at rear. (Revised by plans received 7/9/87)

Conditional Permission

3.0 **Representations**

3.1 **Neighbour consultations** – one received in objection by no.7 High Street

- Concerns of over-dominance and shading from the proposed car port.

3.2 **Ickleford Parish Council** – No comments.

3.3 **Conservation Officer** – Initial objection resolved with amended scheme.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site accommodates a two-storey, semi-detached mixed-use dwelling situated on High Street, Kimpton. The site benefits from a driveway and a front and rear garden. The application site resides within the Kimpton Conservation Area.

4.1.2 The ground floor has a use class of E(g)(i) as of 21.03.2025.

4.2 **Proposal**

- 4.2.1 Alterations to existing first floor flat to include raised roof extension and insertion of rear dormer; second floor side window and front and rear rooflights to facilitate loft conversion into habitable accommodation. Insertion of first floor rear Juliet balcony. Alterations to fenestration. Installation of permeable hard landscaping to front, side and rear and addition of two car parking spaces. Erection of timber framed car port.

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, including Biodiversity Net Gain.

Design and Appearance

- 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 raised roof would see the existing chimney breast removed and would match the existing tallest ridge height; thus, resulting in a single gable end to the side elevation. The proposed external materials are set to match existing.
- 4.3.4 The proposed rear dormer would have a maximum depth of 4.55m, a width of 3.7m to sit between the two rear ridge lines and would sit 0.3m below the tallest ridge height of the existing dwelling. Following recommended amendments from the Conservation Officer, the proposed external materials are black composite timber effect cladding for the walls and roof tiles to match existing.

- 4.3.5 Alterations to fenestration include 2no. front elevation rooflights, 1no. rear elevation rooflight, 1no. rear Juliette balcony, 1no. rear double door to replace existing door, 1no. upper floor side elevation window,
- 4.3.6 The proposed carport would have a depth of 5.35m, a width of 9.1m and would have a dual-pitched gable end roof form with an eaves height of 2.4m and a ridge height of 4.1m. The design would be a traditional wooden, open-fronted garage with 3no. parking bays. The alterations to the rear garden to accommodate the increased parking provision would see the existing grass and tarmac change to tarmac and permeable paving.
- 4.3.7 In my view, the scale of the proposed works would be a sympathetic addition to the dwelling. The proposed roof form and materials are considered sympathetic to the dwelling and would not result in an adverse effect on the character of the dwelling.
- 4.3.8 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.

Heritage Impact

- 4.3.9 While the proposed dormer would be to the rear, the development would remain visible from the open public amenity area to the rear. Following recommended amendments, the material palette and massing for the dormer and remaining works are considered sympathetic to the dwelling. It is not considered that the proposal would cause unacceptable harm to the character and appearance of the Conservation Area.

Impact on Neighbours

- 4.3.10 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.
- 4.3.11 Regarding no.7 High Street, the eastern neighbour, no objection was raised to the proposed works to the host building. The proposed car port would be off set from the shared boundary line by a minimum of 1.0m. The proposed carport would have an eaves height of 2.4m; therefore, mitigating a sense of dominance from the full ridge height of 4.1m. The proposal seeks additional vegetation for screening. Therefore, it is not considered that the proposal would result in an unacceptable level of harm to the amenity of no.7, as to be objectionable, in terms of dominance, shading or loss of privacy.
- 4.3.12 Regarding Dacre Rooms, High Street, the western neighbour, the proposed upper floor side elevation would cause no more harm than existing. Given this and the distance between the buildings, it is not considered that the proposal would result in an unacceptable level of harm to the amenity of Dacre Rooms, as to be objectionable, in terms of dominance, shading or loss of privacy.

- 4.3.13 This development is therefore considered to be in accordance with Policy D3 of the NHLP.

Highways and Parking:

- 4.3.14 The proposal does not include an increase in the number of bedrooms. The proposal indicates the provision of 5no. parking spaces. Therefore, with regard to Policy T2 of the NHLP, there would be no car parking issues arising from the development
- 4.3.15 The proposed increase in rear car parking would maintain the use of the existing highway access.

Environmental Implications

- 4.3.16 The application is subject to a requirement to deliver 10% Biodiversity Net Gain. The submitted Small Sites Metric indicates a 63.92% gain in habitat units and 10.14% net gain in hedgerow units, as such the application is able to meet the requirements. Following consultation with the Council's Ecologist, the proposal is subject to the mandatory BNG condition to ensure the 10% requirement is met. With this condition added, there are no objections in ecological terms in line with Policy NE4.

4.4 **Conclusion**

- 4.4.1 In the absence of material planning reasons to the contrary it is my view that planning permission is **GRANTED**.

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.

Biodiversity Net Gain

1. The effect of paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 is that planning permission granted for the development of land in England is deemed to have been granted subject to the condition "(the biodiversity gain condition)" that development may not begin unless:

- (a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- (b) the planning authority has approved the plan.

The planning authority, for the purposes of determining whether to approve a Biodiversity Gain Plan if one is required in respect of this permission would be North Hertfordshire District Council.

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply

(<https://www.gov.uk/guidance/biodiversity-net-gain-exempt-developments>).

Based on the information available this permission is considered to be one which will require the approval of a biodiversity gain plan before development is begun because none of the statutory exemptions or transitional arrangements are considered to apply.

Proactive Statement:

Planning permission has been granted for this proposal. The Council acted proactively through positive engagement with the applicant during the determination process which led to improvements to the scheme. 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.

Informative/s:

1. The applicant is advised where works to roofing or timber is to be undertaken it is the legal responsibility of the contractor to check for bats. If bats are found during the course of any work to buildings or trees where not previously anticipated, then works should immediately stop and Natural England notified for appropriate advice.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 7 January 2026	