

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01975/FPH	Single storey rear extension, replace existing garage door with windows to facilitate conversion of garage into habitable accommodation following demolition of existing rear conservatory and erection of detached side elevation garden shed.	5 Oaktree Close Letchworth Garden City Hertfordshire SG6 3XY

Submitted Plan Nos

2025/29/01 2025/29/02 2025/29/03 LocationPlan

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 **Relevant Site History**

2.1 16/03073/1HH - Two storey side extension.

Conditional Permission

2.2 05/00512/1HH - Rear conservatory

Conditional Permission

3.0 **Representations**

3.1 **Neighbour Consultation** – None received

3.2 **Letchworth Garden City Heritage Foundation** – None received

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site accommodates a two-storey detached dwelling situated on Oak Tree Close, Letchworth Garden City.

4.1.2 A variety of outbuildings and rear extensions exist in the immediate locality.

4.2 **Proposal**

- 4.2.1 Single storey rear extension, replace existing garage door with windows to facilitate conversion of garage into habitable accommodation following demolition of existing rear conservatory and erection of detached side elevation garden shed.

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 and Appearance:

- 4.3.2 Policy D1 of the Local Plan requires that development proposals respond positively to the site's local context. Policy D2 of the Local Plan requires extensions to houses and outbuildings to incorporate a 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 single-storey rear extension would have a depth of 5.5m, a width of 8.5m with an additional connection to the existing garage and have a crown roof with an eaves height of 2.4m and a peak height of 3.5m to match the existing garage. The design includes 2no. rooflights. The proposed external materials are facing brick work to match existing and vertical oak boarding for the walls, concrete roof tiles to match existing with a flat roof element, white uPVC windows to match existing and grey aluminium doors to match existing. While it is noted that the proposed extension is deep at 5.5m, only 3.2m would be visible and the rest fully obscured by the existing garage.
- 4.3.4 The existing garage would have the doors replaced with brickwork and a window to match existing and would have 2no. Velux rooflights fitted to the east side elevation roof slope.
- 4.3.5 The proposed timber board shed would have a width of 6.3m, a depth of 3.3m and have a slightly pitched roof with a maximum height of 3.4m.
- 4.3.6 In my view, the proposal is considered to be acceptable in terms of the material palette, massing, siting and roof design. The proposal would not cause harm to the character and appearance of the dwelling or streetscene. As such, the proposed development complies with Policy D1 and D2 of the NHLP and Section 12 of the NPPF.

Impact on Neighbouring Properties:

- 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, both the proposed rear extension and proposed timber shed would be largely obscured by existing built form and vegetation with any bulk from the rear extension facing the western neighbour's driveway, so it is not considered that the proposal would result in unacceptable harm to neighbour amenity in terms of over-dominance, shading or loss of privacy
- 4.3.9 This development is therefore considered to be in accordance with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking:

- 4.3.10 The development does not include an increase in the number of bedrooms; therefore, regarding policy T2 of the NHLP, there would be no car parking issues arising from the development.

Environmental Implications

- 4.3.11 The proposed development is not large enough in scale to cause significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Section 14 of the NPPF.

Biodiversity Net Gain:

- 4.3.12 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 unacceptable by virtue of Policies D1, D2 and D3 of the NHLP 2011-2031 and Section 12 of the NPPF.

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.

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: 26 September 2025	