

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02155/NMA	Insertion of additional side-facing rear rooflight (as Non-Material Amendment to planning application 23/00692/FPH granted 09.05.2023).	43 Wilbury Road Letchworth Garden City Hertfordshire SG6 4JW

Submitted Plan Nos

43-GPP-212 03

1.0 Policies

2.0 **Site History**

2.1 Extensive site history, relevant applications are as follows:

2.2 **23/00692/FPH** - Insertion of two additional rooflights to east elevation and insertion of three additional photovoltaic (PV) panels to west elevation.

Conditional Permission

3.0 **Representations**

3.1 None.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site is a detached, two-storey dwelling located on the south side of Wilbury Road, Letchworth. The property already has a number of rooflights, and solar panels inserted onto the existing roof slopes.

4.2 **Proposal**

4.2.1 The following amendments to the original planning permission are proposed:

“Insertion of additional side-facing rear rooflight (as Non-Material Amendment to planning application 23/00692/FPH granted 09.05.2023).

4.3 **Key Issues**

4.3.1 The key issue for consideration is whether the proposed amendments would constitute a material alteration to the previously granted scheme.

4.3.2 The main permission under ref: 23/00692/FPH approved the installation of two rooflights and three solar PV panels on the property. This application is seeking to add an additional side facing rear rooflight. In the context of very modest nature of the previously approved application for rooflights and the additional proposal, and the fact it will not be visible from public viewpoints, it is considered that this proposal would be non-material.

4.4 **Conclusion**

- 4.4.1 The proposed changes to the scheme are not considered to be a 'material' alteration to the previously granted planning permission. It is therefore my view that the non-material amendment is **AGREED**.

5.0 **Recommendation**

- 5.1 That the non-material amendment is **AGREED**.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 26 September 2025	