



Little Court (282)

December 2025
Planning Document
Design and Access Statement

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This statement, in accordance with the guidance, will:

- 1. Demonstrate how the proposals relate to the site context and the impacts upon it.
- 2. Explain the design principles and concepts and how they are applied to the proposals, including taking into account the local planning guidance and mitigating measures to minimise effects upon neighbouring amenity and heritage assets.

The content of this statement is proportionate to the scale, complexity and nature of the application. It will tell the story by explaining the design thinking behind the proposal and how issues relating to access have been addressed using images, plans and diagrams to supplement the text.

Note to be read in conjunction with the planning statement.

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1.0 Summary

1.1 Summary of the Proposal

Statement of Need - Proposal’s rational:

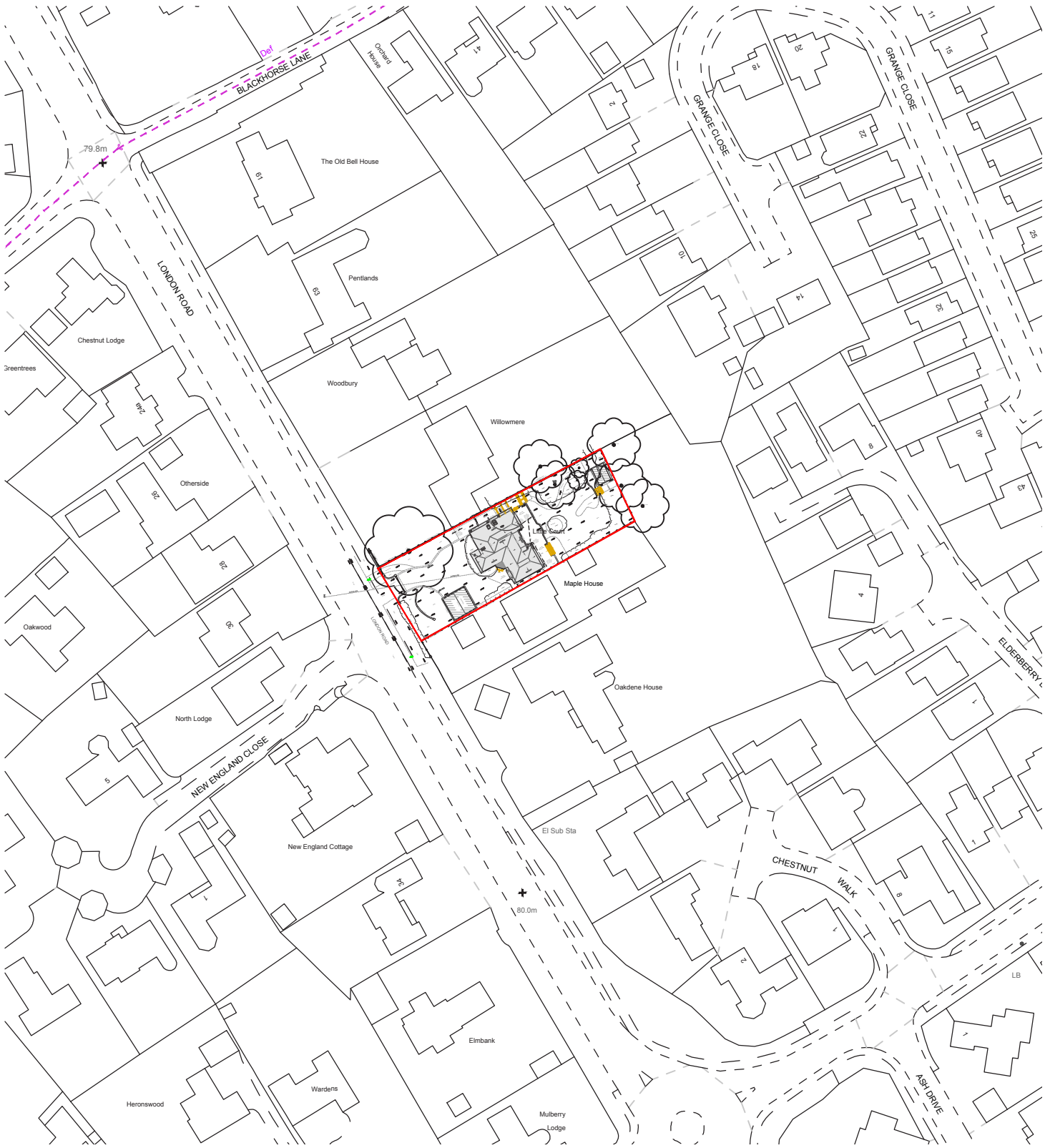
The house is owned by a family with very particular needs for a well considered, fully accessible annex and adaptations to the main house to ensure the long term safety, care and independence of the occupants.

The following is a description of the proposals:

- The construction of a new single-storey front extension, a double-storey rear extension, and a double storey extension to the North-West side of the house to form parts of a side annex. With demolition of parts of the existing side and rear extensions, and existing chimney.
- Roof alterations, new roof lights, and replacement roof tiles to existing structure.
- The erection of a new green roof canopy structure at the front, to link the main building with the existing (overhauled) garage.
- Extending the existing raised patio in the back yard and new landscape works.
- Reconfiguration of the house’s internal layout, including alteration to partition walls, the creation of a double-height void space above dinning/living space, the replacement of existing floor slabs, and a new staircase.
- New air source heat pump, buffer tank, and water storage to accommodate the new layout.
- New solar panel on the existing garage’s roofs and parts of the flat roof on the main building.



Source - Google map (c) Google 2025 (Not to scale)
Ownership boundary indicative, refer to title deed.



KEY

Site boundary

0 25m 50m 75m 100m 125m

1:1250

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Little Court
St Ippolyts, Hitchin, SG4 7NE
Job No. 282 Location Plan

Stage: Stage 3
Status: DAS

001

REVISION: - Scale 1:1250 @A3

1.2 Site history, Building description and use

Little Court is a mock Tudor property constructed in the 1920s and was one of a number of larger properties that emerged along London Road as Hitchin expanded toward St Ippolyts. The property was originally created as an L shaped form on a larger plot of land with a corner entrance facing toward the southern gateway now on land occupied by the adjacent property.

The site was subdivided during the middle of the last Century and properties constructed to the North, east and south. The original building has also been subject to a number of piecemeal alterations which have changed its original plan form, corner configuration and front elevation.

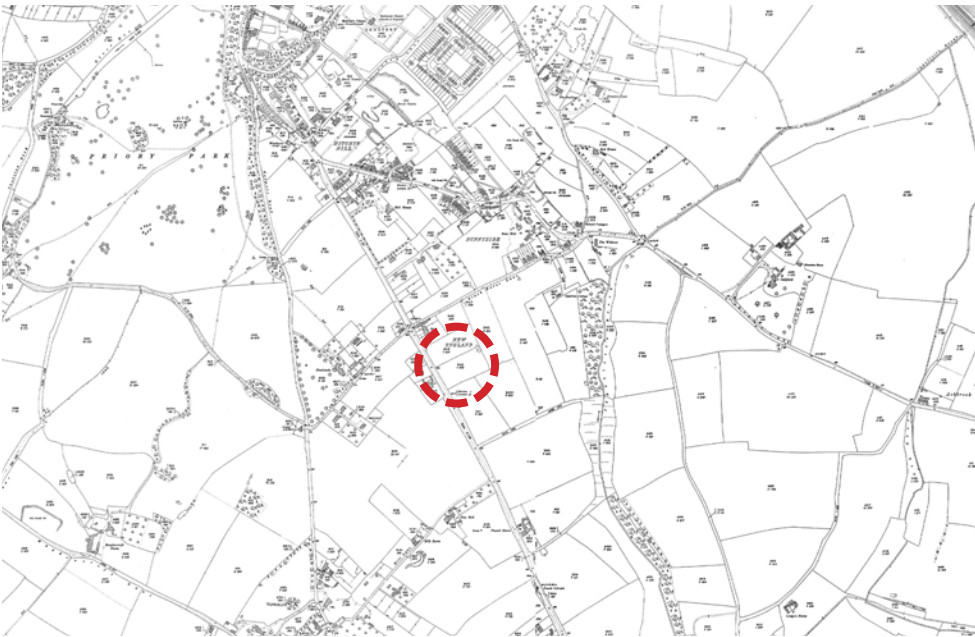
These changes have notably been a large two storey addition to the north side, a new garage to the south and a rear (northern) two storey extension, glazed infill and remodelling of the rear.



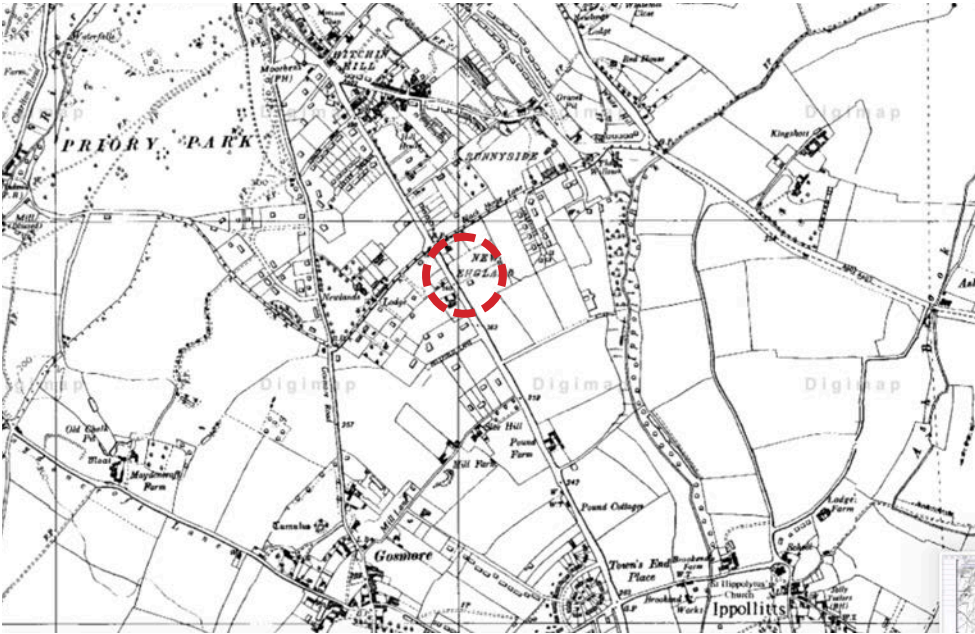
Source - Google Earth



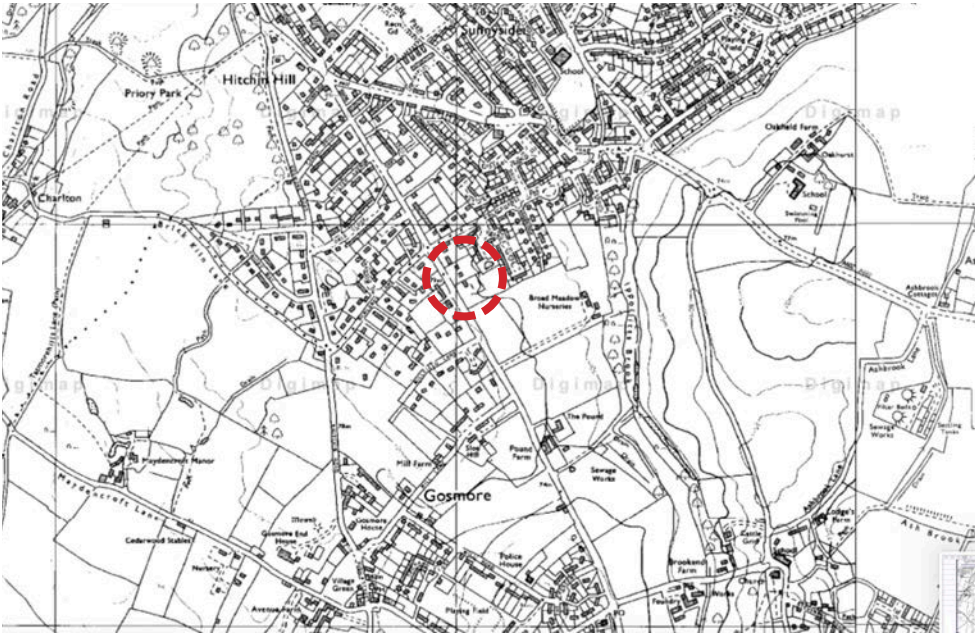
1880s



1960s



1980s



Source: Digimap (C) historic 2025

Internally the property has been subject to a number of alterations which have resulted in a convoluted circulation flow, multiple level changes internally and a number of problematic servicing issues. The subdivision of the plot has removed the logic associated with the existing corner entrance which is now awkwardly located around the corner of the garage setting the composition of the house out of balance.

The house is owned by a family with very particular needs for a well considered, fully accessible annex and adaptations to the main house to ensure the long term safety, care and independence of the occupants.

Internal level change



Ground Floor - single step between kitchen and dinning space



Ground Floor - single step down into the storage room



The northern and southern sections of the building's first floor are positioned at different levels, a result of incremental alterations carried out over the property's history.



Multiple flights of stairs converge on one intermediate landing -- Convoluted circulation



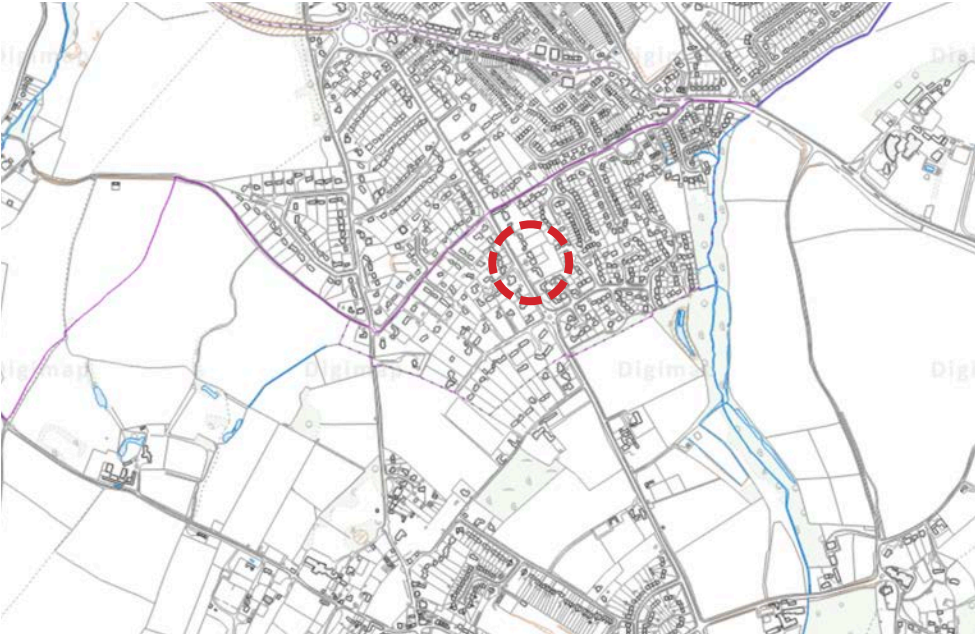
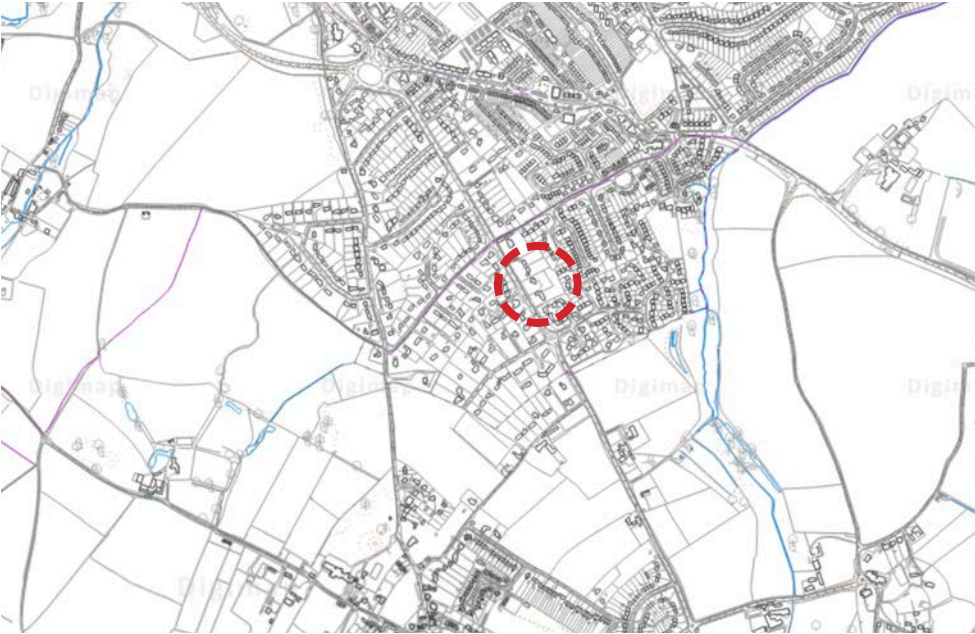
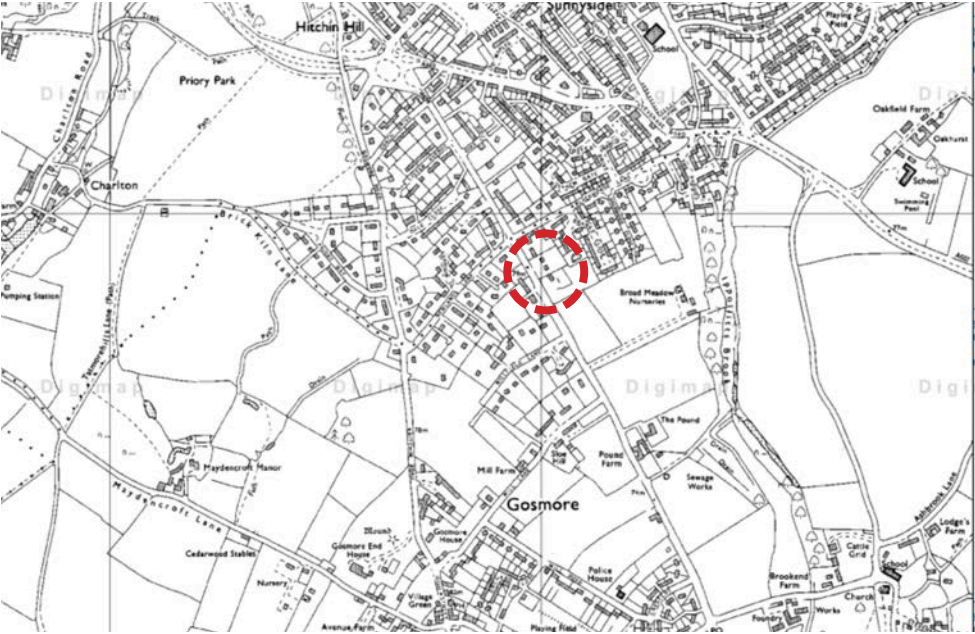
1990s



2000s



2010s



1.3 Condition of the existing building externally



Front side -- South-West Facade

South-East Facade



Rear side -- North-East Facade



North-West Facade

1.3 Condition of the existing building externally

Front (South-West elevation)

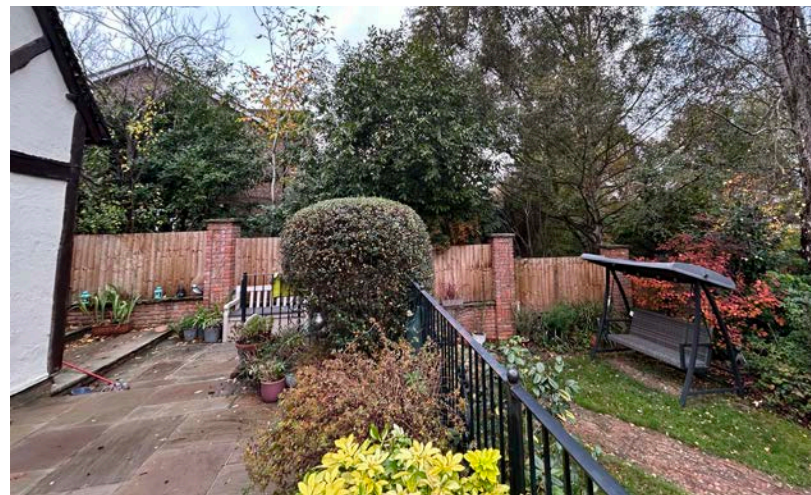
- The property is a detached dwelling of Mock Tudor/ Tudor Revival style, and showcase Arts and Crafts characters with traditional detailing, e.g. decorative brickwork
- The front elevation is constructed predominantly of red facing brick, with areas of white render infill set within dark-stained timber framing. The exterior timber framing is most likely to be non-load-bearing and functions as purely decorative cladding, typical of mock Tudor houses.
- The roof is steeply pitched and finished in terracotta red/brown clay tiles, which are weathered and partially covered with moss,. The roof form consists of gable roofs, a crowned roof, and non-symmetrical pitched roof elements.
- There is a red brick chimney stack on the north side of the central gable.
- Windows are generally arranged in groups of two, three, and four. They appear as leaded casement-style units with thin black glazing bars, set within dark-brown/black painted frames consistent with the timber frame.
- The building is set back from the main street and has a white gravel chipping driveway. The rare garden can be accessed through a arched gateway on the North side of the building.
- The main entrance situated on the south corner of the property
- The building is closely surrounded by bays of shrub planting
- The detached garage to the front right of the site reflects the main house in both material palette and architectural language, including dark timber frame, red brick and render, and a pitched tiled roof.



1.3 Condition of the existing building externally

Rear (North-East elevation)

- Similar materials are used on the back of the building as on the front, including red-facing brick, decorative brickwork, white render, a dark timber frame, and a clay-tile roof.
- There are two sets of glazed bi-fold doors on the outer bays of the building, they also have dark-brown coloured framing which echoes the window frame and timber frame.
- A modern slanted glass roof is positioned above the middle section of the ground floor.
- The overall roof form is asymmetrical, with varying pitches that create valleys where the sections meet.
- The paved patio has uneven areas, which may pose a trip hazard.



1.4 Character Appraisal

1.4.1 Character of the surrounding area

Massing and Layout

- Little Court is located on London Road, east of Hitchin. The surrounding area is mainly a residential neighbourhood with detached two-storey houses.
- “The dwellings are typically set back from London Road behind good sized front gardens and parking areas and are predominantly two storey, evenly spaced with a reasonably strong building line. Several of the dwellings have detached garages, including Little Court, located forward of the main front elevations of the dwellings and several have large front extensions.”*

Form and Material

- The buildings on London Road has a eclectic range of styles and material use
- Renders and yellow facing bricks can be seen, but the most dominant material is red facing bricks. Decorative brickworks and influences from the Arts and Crafts movement are also detectable.
- “The roof forms are generally traditional in design with hipped and gabled roof forms.”* Most roofs use terracotta, red, brown or heather coloured clay tiles.

(*Quotes from planing officer’s response for Pre Application Ref: 25/00513/PREH)

1.4.2 Character of the proposal

The proposal is in keeping with the defining characteristics of the area.

- The proposal echos the volumes of the neighbouring buildings. The double-storey extension and alteration of roof form is all kept within the existing ridge height.
- All the extensions are designed in innocuous manner both in positions and scale, it retain the spaciousness of the front garden/parking areas, and does not extend beyond the building line.
- Red facing brick is used as the primary material, with a contemporary interpretation of decorative brickwork forming a coherent band across the elevations, drawing inspiration from Arts and Crafts design. White render is also used—particularly to the annex—to provide visual breathing space and to echo the rendered elements of the existing façade.
- Alterations to the existing roof are designed to reflect traditional and locally characteristic roof forms, including catslide, crown, and gabled roofs, and will be finished in terracotta red/brown clay tiles.



Source:Top images - Google Map (c) 2025 Google
Bottom image - Google Earth



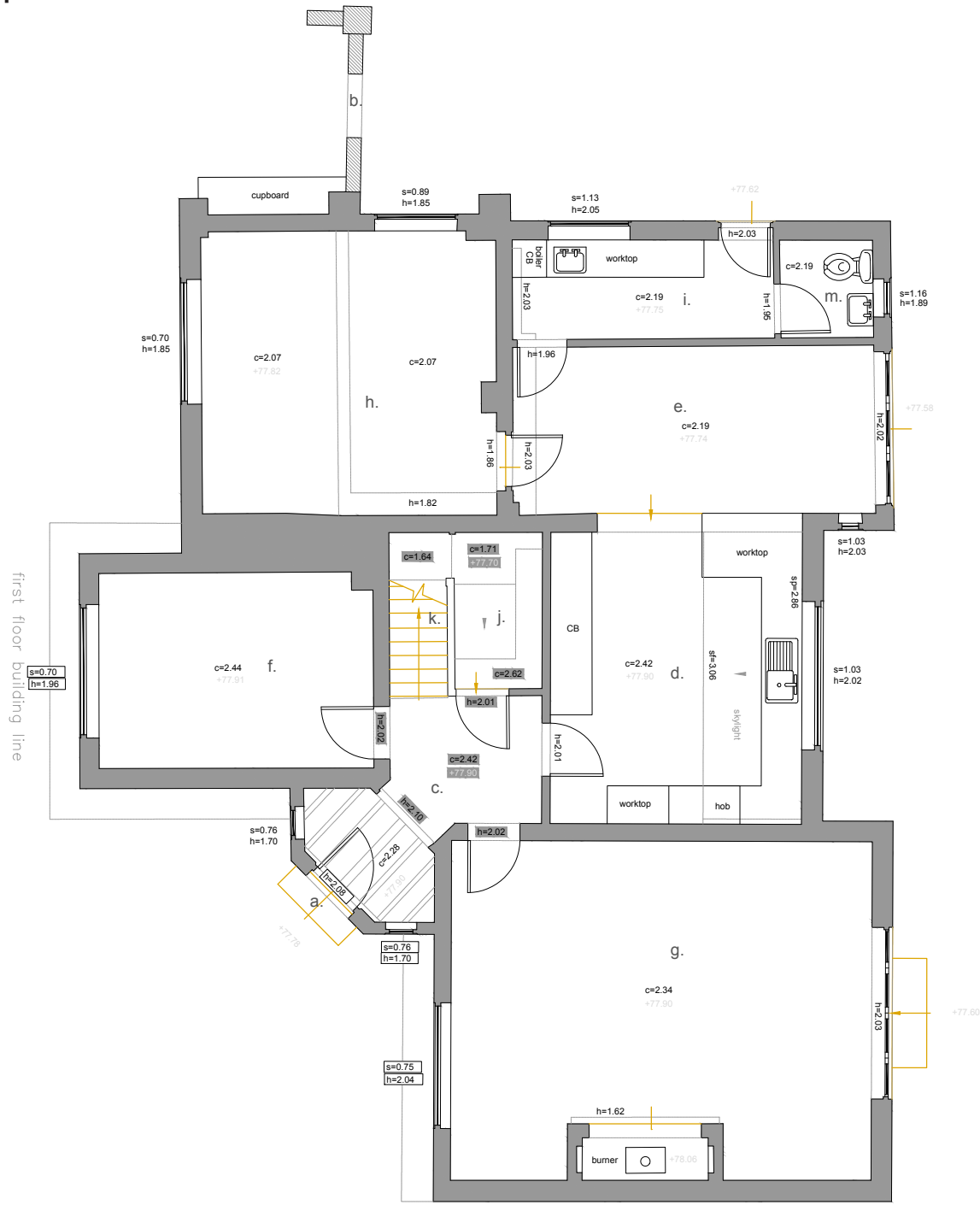
2.0 Existing Plan

- KEY:
-  Site boundary
 -  Downtakings
 -  Existing walls
 -  Proposed walls
 -  Hard landscape surface

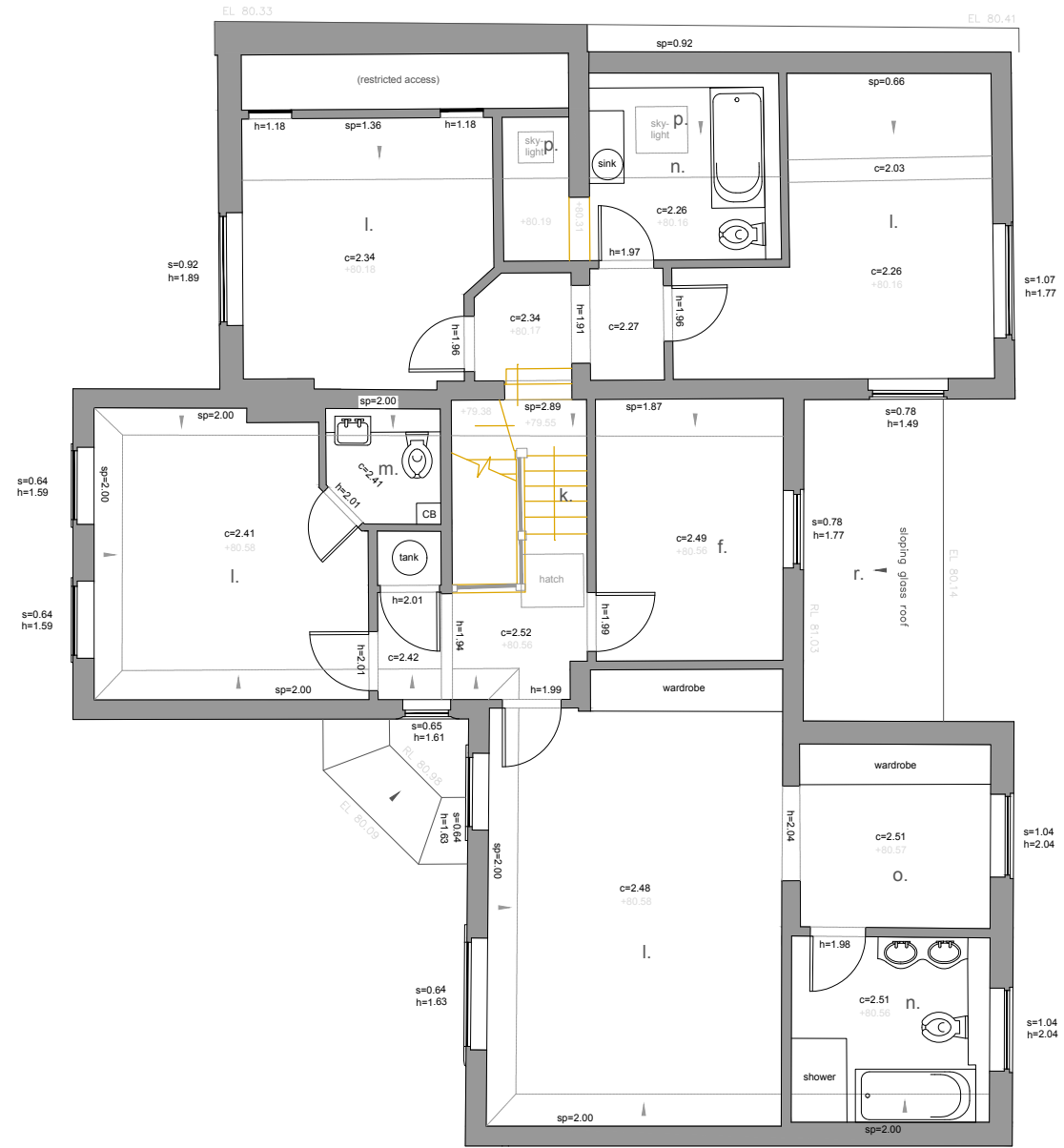
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1:100 @A1
1:200 @A3



2.2 Existing plans



Ground Floor Plan as Existing



First Floor Plan as Existing

Notes:

- a. Existing main entrance
- b. Existing gate
- c. Existing front hallway
- d. Existing kitchen
- e. Existing dinning room
- f. Existing study
- g. Existing family living room
- h. Existing secondary living space
- i. Existing utility room
- j. Existing storage
- k. Existing staircase

- l. Existing bedroom
- m. Existing toilet
- n. Existing bathroom
- o. Existing dressing room
- p. Existing roof light
- q. Existing sloping tiled roof
- r. Existing sloping glass roof
- s. Existing chimney



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Revisions:

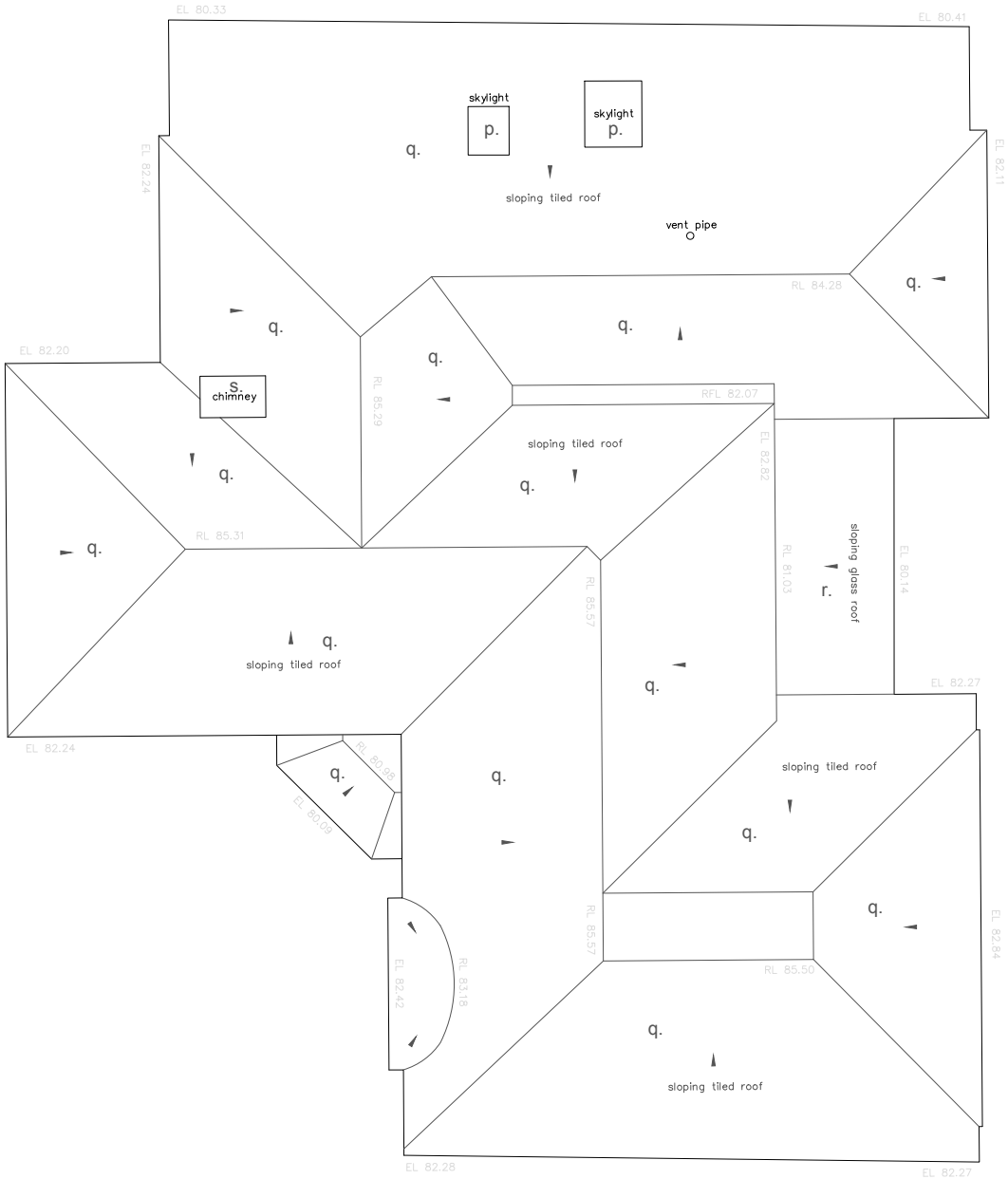
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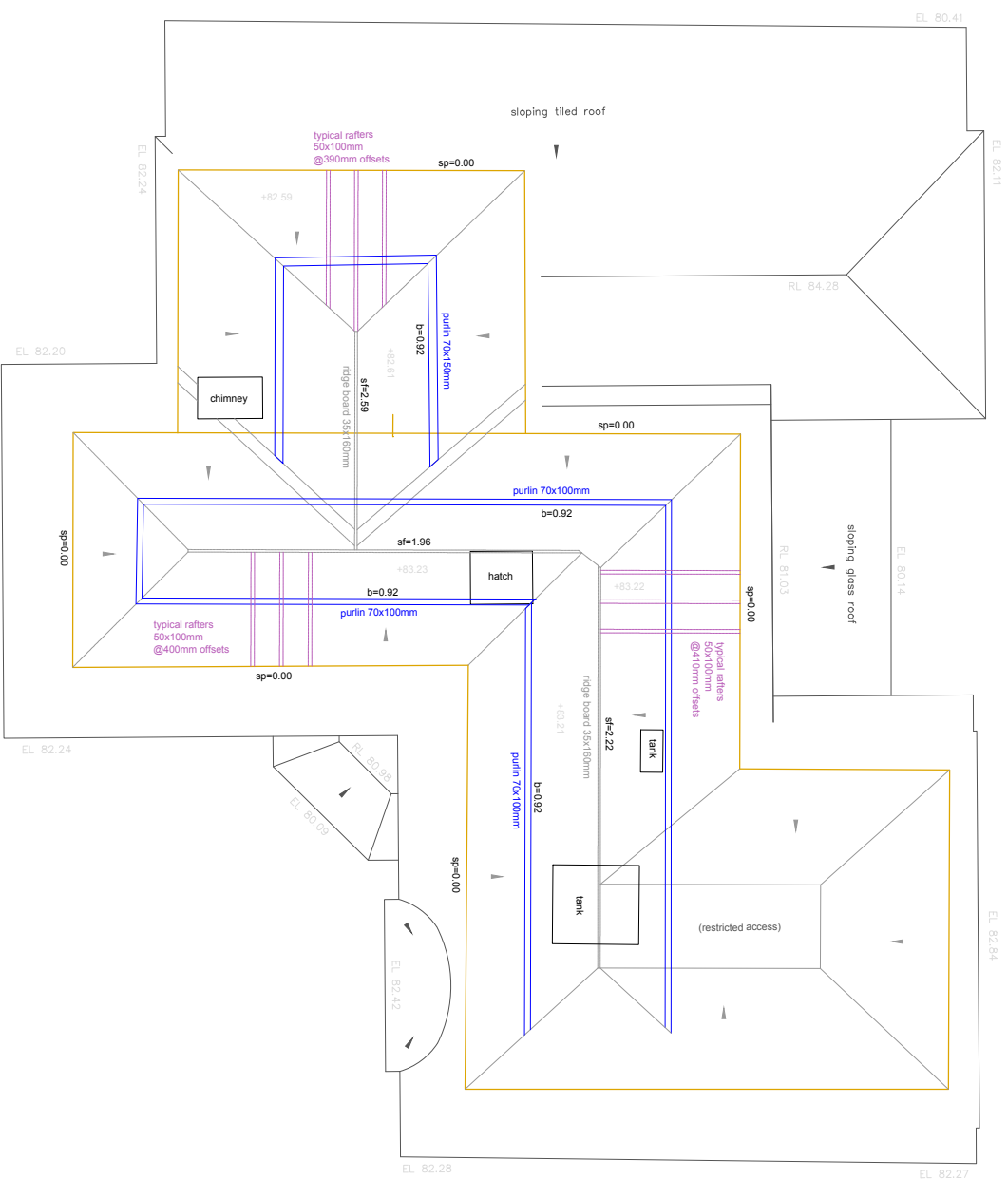
Little Court
St Ippolyts, Hitchin, SG4 7NE
Job No. 282
Ground Floor and First Floor Plan as Existing
Stage: Stage 3
Status: DAS

003
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Scale 1:100 @A3

2.2 Existing plans



Roof Plan as Existing



Roof space as Existing

Notes:

- a. Existing main entrance
- b. Existing gate
- c. Existing front hallway
- d. Existing kitchen
- e. Existing dining room
- f. Existing study
- g. Existing family living room
- h. Existing secondary living space
- i. Existing utility room
- j. Existing storage
- k. Existing staircase

- l. Existing bedroom
- m. Existing toilet
- n. Existing bathroom
- o. Existing dressing room
- p. Existing roof light
- q. Existing sloping tiled roof
- r. Existing sloping glass roof
- s. Existing chimney



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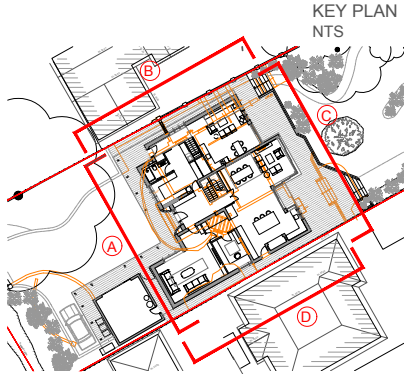
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Job No.
282 Roof Plan as Existing
Stage: Stage 3
Status: DAS

004
REVISION: -
Scale
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1:100 @A3

2.3 Existing elevations



- Notes:
- a. Existing red facing brick wall
 - b. Existing rendered wall
 - c. Existing dark brown timber frame
 - d. Existing dark red sloping tiled roof
 - e. Existing sloping glass roof
 - f. Existing roof light
 - g. Existing red brick chimney
 - h. Existing dark frame window
 - i. Existing timber door - main entrance
 - j. Existing metal gate
 - k. Existing red brick arch gateway
 - l. Existing glazed door
 - m. Existing timber gate
 - n. Existing cupboard
 - o. Existing side door



Elevation C - East side



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Job No. 282 Elevations as Existing (1 of 2)

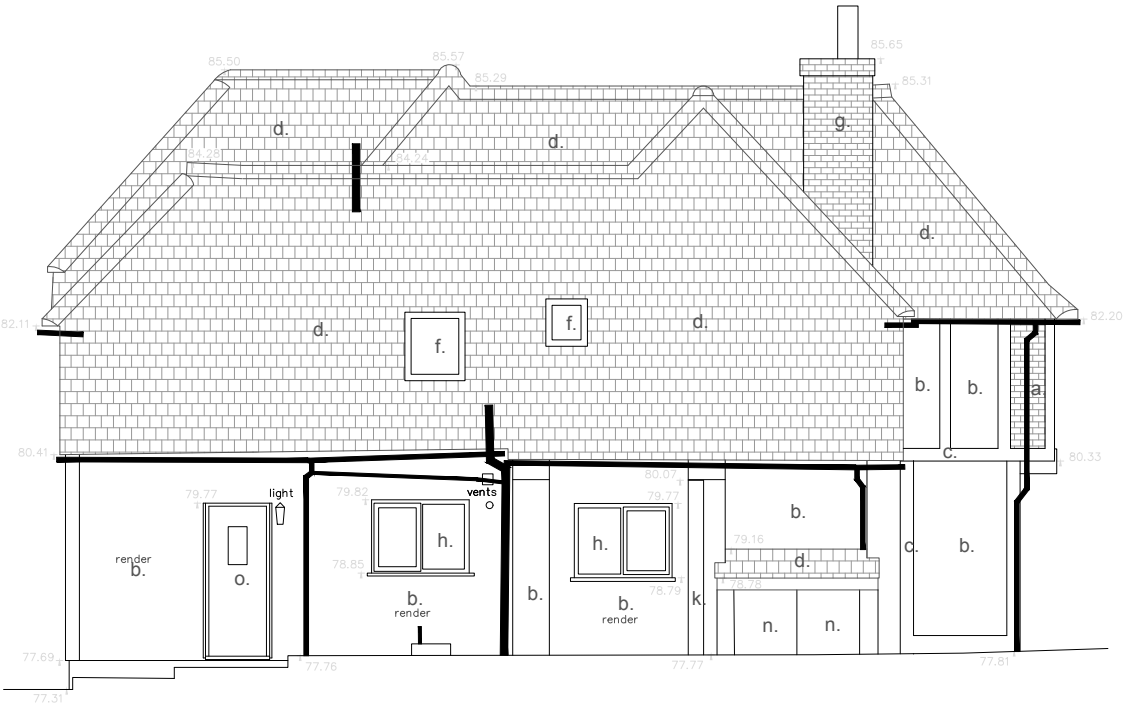
Stage: Stage 3
Status: DAS

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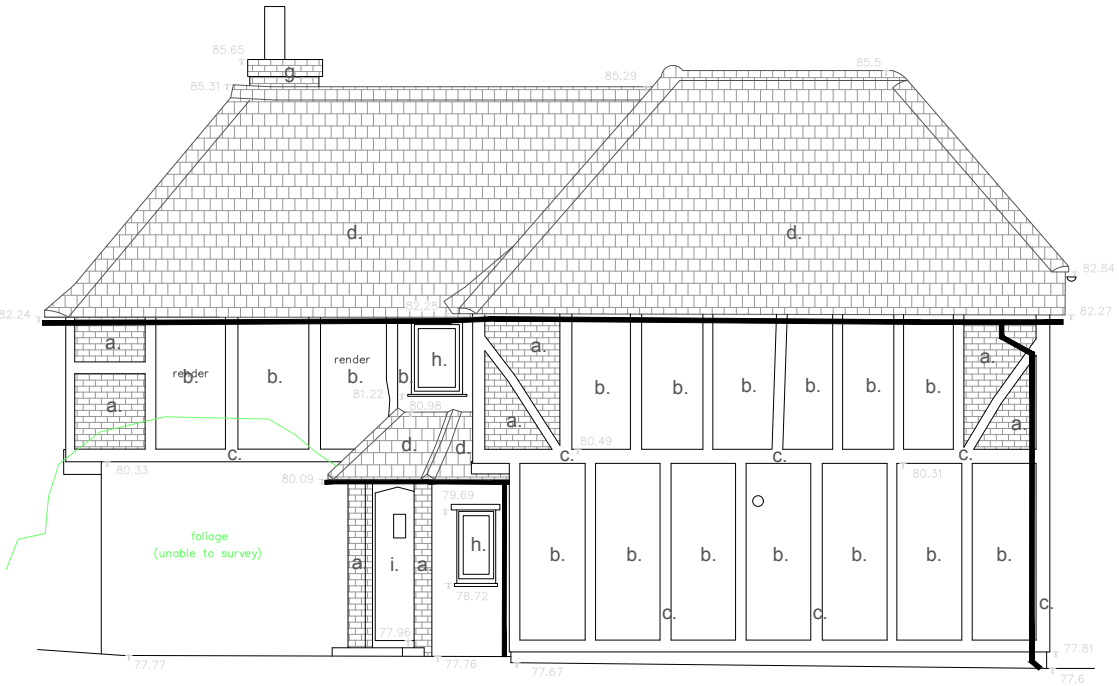
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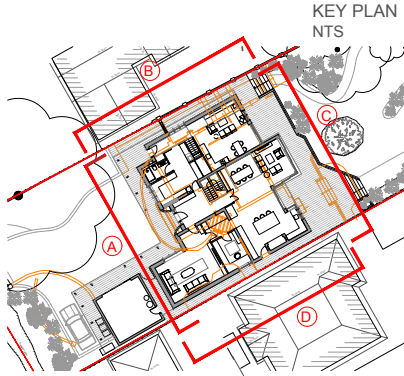
2.3 Existing elevations



- Notes:
- a. Existing red facing brick wall
 - b. Existing rendered wall
 - c. Existing dark brown timber frame
 - d. Existing dark red sloping tiled roof
 - e. Existing sloping glass roof
 - f. Existing roof light
 - g. Existing red brick chimney
 - h. Existing dark frame window
 - i. Existing timber door - main entrance
 - j. Existing metal gate
 - k. Existing red brick arch gateway
 - l. Existing glazed door
 - m. Existing timber gate
 - n. Existing cupboard
 - o. Existing side door



Elevation D - South side



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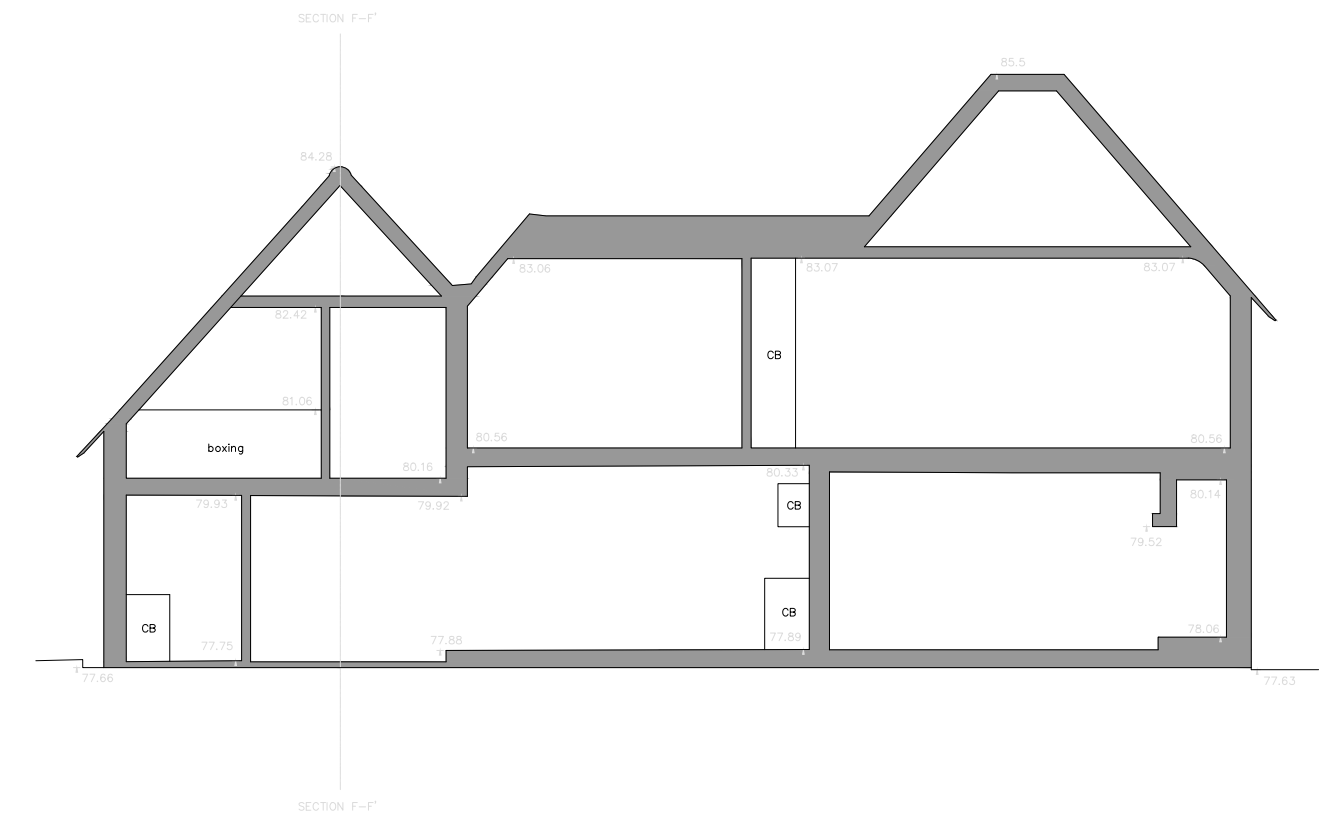
Little Court
St Ippolyts, Hitchin, SG4 7NE
Job No. 282 Elevations as Existing (2 of 2)

Stage: Stage 3
Status: DAS

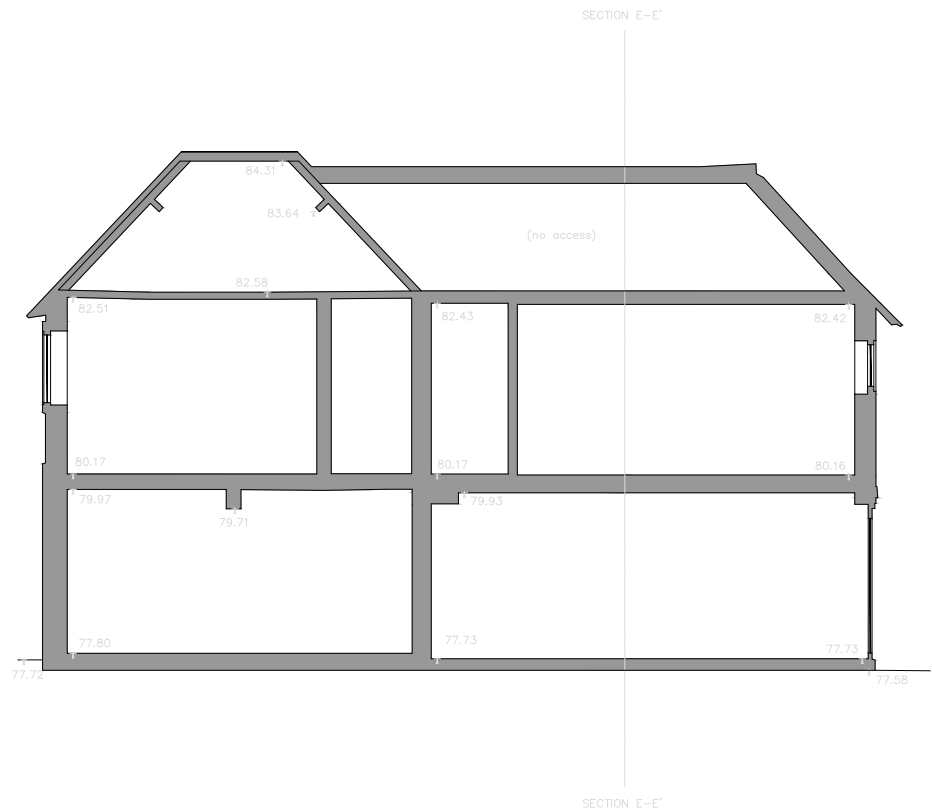
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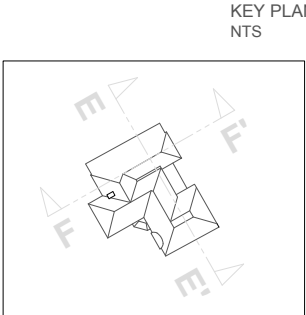
2.4 Existing sections



Datum 75.00m



Datum 75.00m



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Job No.
282 Sections as Existing

007

REVISION:
-

Scale
1:50 @A1
1:100 @A3

Stage: Stage 3
Status: DAS

3.0 Relevant Matters

3.1 Relevant planning policy and planning history

3.1.1 Summary and List of Planning Policies

The site is not set within the North Herts Council's conservation area

North Hertfordshire District Local Plan No.2 with Alterations

- Policy 28 - House Extension

Emerging Local Plan 2011-2031 (Approved by Full Council 11th April 2017).

- Strategic Policies
- SP9 – Design and sustainability
- Development Management Policies
- D1 - Sustainable Design
- D2 – House extensions, replacement dwellings and outbuildings
- D3 – Protecting living conditions

National Planning Policy Framework (2024)

- Paragraph 139

3.1.2 Relevant planning history

A pre-application submission (Ref 25/00513/PREH) was made in 2025 relating to the construction of a new 1.5 storey annex to the front of the property in place of the existing which set out these requirements.

“planning policies and decisions should ensure that developments:

- a) will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development;
- b) are visually attractive as a result of good architecture, layout and appropriate and effective landscaping;
- c) are sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities);
- d) establish or maintain a strong sense of place, using the arrangement of streets spaces, building types and materials to create attractive, welcoming and distinctive places to live, work and visit;”

It was noted that a new freestanding annex would not be acceptable on grounds of breaking the existing building line and its associated impacts on the streetscape. It was however indicated in the pre-application response that an enlarged side annex or adaptation to the existing north elevation may be considered favourably as a means to achieve the important needs set out by the pre-app.

3.2 Design strategy

3.2.1 design brief and approach summary

As will be described in this document this proposal is informed by the need to adapt the house to accommodate contemporary living conditions; and more importantly, to construct an annex linked to the main property, providing access to shared functions while also supporting independent living with accessible design that accommodate visual-impairment needs.

- A design approach has been adopted that builds on these recommendations and aims to rebalance the composition of the property whilst retaining legibility between the existing and new elements of the house.
- The proposal seeks to avoid a pastiche approach, instead, a holistic contemporary arts and crafts approach to address build’s history while also express the spirit of the 21st-century contemporary addition
- A passive design approach to support long-term sustainability.
- The use of traditional materials such as clay tiles, brick, and oak framing has been incorporated to remain sympathetic to the appearance of the existing house and its surrounding context. A small amount of contemporary materials, including aluminium glazing frames and canopy capping, will be finished in a colour palette that matches existing elements such as the dark-brown window frames and terracotta-coloured tiled roof.

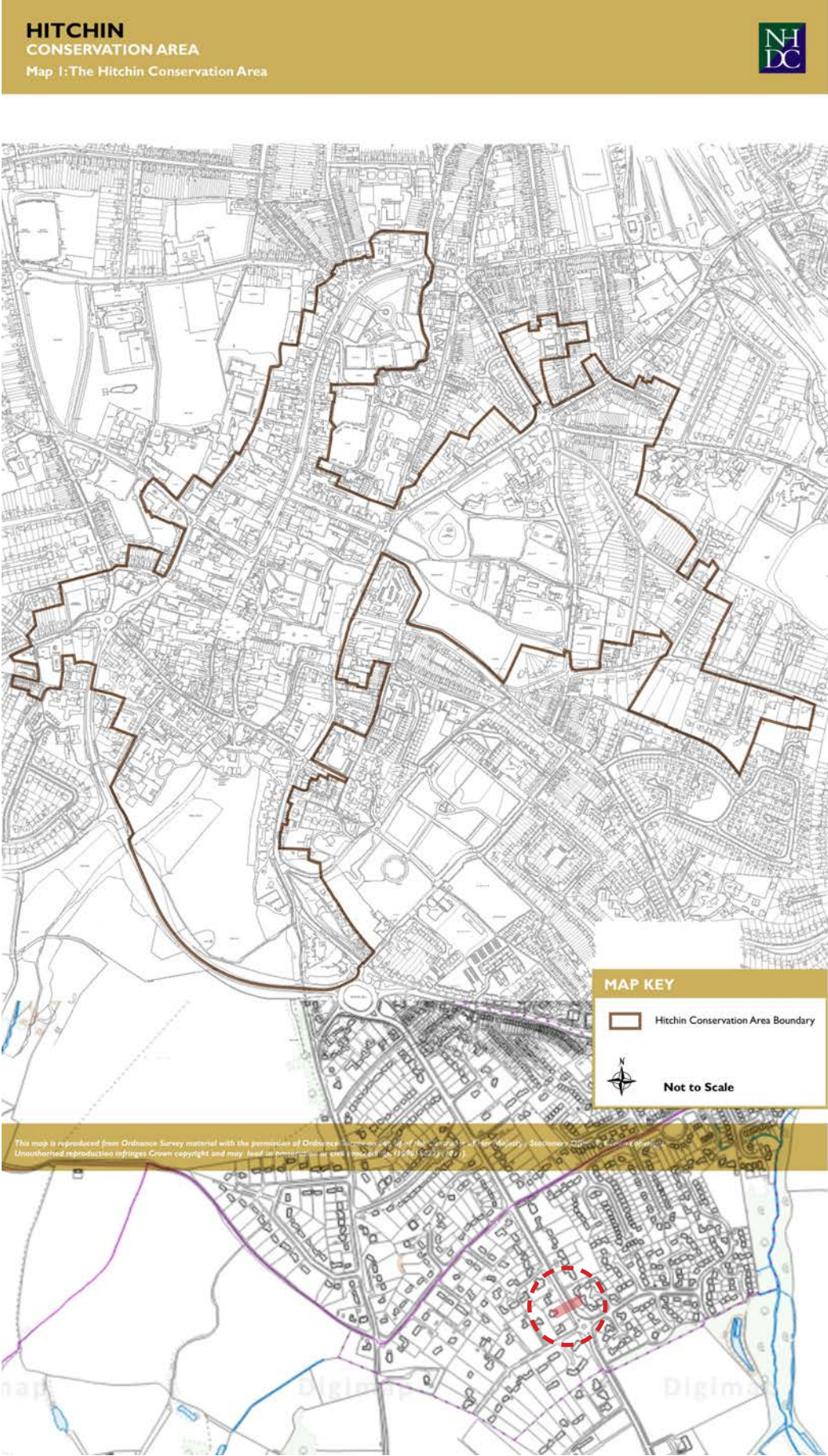
3.2.2 Response to planning policy

These proposals comply with NHDC Local plan 2011-2031 policy D2 in that:

- The extension is considerate to the character of the host property and streetscape
- Two and 1.5 storey elements are located at least 1m from any boundary

The proposals comply with the objectives of the NPPF by:

- Proposing a sustainable approach to design.
- embracing and encouraging design innovation.
- Avoiding impacts upon the wider public realm and character of the area.



Map of Hitchin conservation area overlaid with larger map of Hitching

3.3 Impacts on neighbouring properties

Careful consideration has been given to ensure that the proposed extensions would not cause any impact on the living conditions of neighbouring properties in terms of

- a) the scale and location of the additions, and
- b) the location and number of any new window openings.

- a)
- The southern single storey and rear central extensions have no impacts upon the neighboring properties. There are no material overlooking or loss of light issues as illustrated by the drawings due to the distances from boundaries and position of the neighboring gable wall.
 - The northern side extension has been designed in accordance with the BRE 25 degree test and further to neighbor consultation the roof has been tailored to limit impacts on the loss of a view to the main road and sky across the applicants property.

b)
Windows and facade of Northern extension

- The existing ground-floor window that overlooks the neighbour’s kitchen will be removed.
- The new ground-floor window will not overlook any neighbouring windows, and a 2.2 m-high timber panelled fence will further reduce views into the neighbouring property.
- On the opposite side of the new pitched-roof skylights, there is a solid wall, and the skylights do not extend to the area above the staircase; therefore, there will be no overlooking.

3.4 Impacts on the streetscape

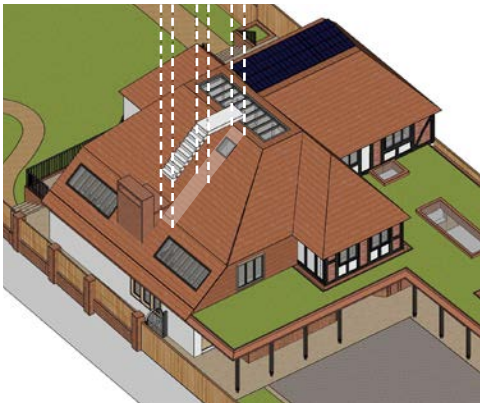
- London Road is host to an eclectic range of large properties. The new extension aims to quietly project a sense of quality and identity with the house set back from the main road. An emphasis has been placed on the approach to the property and the quality of the space in front which will be landscaped.
- See section “7.1 Streetscape comparison - existing and proposed”



AA'



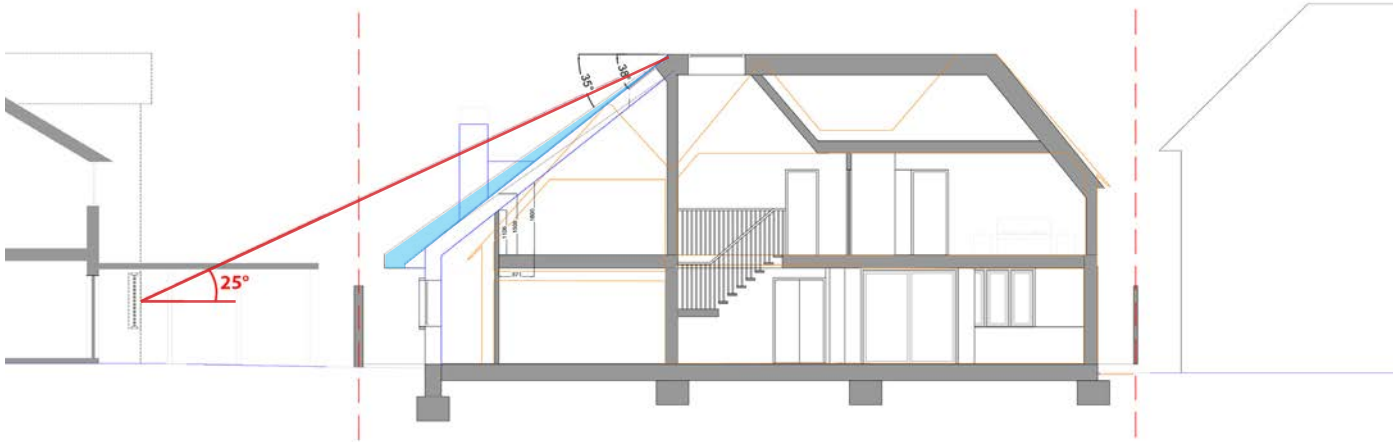
BB'



New staircase and landing position below new pitched roof



Design development



BRE 25 degree test



Former proposal



Current proposal
- after consultation with neighbour

Adjusting the roof pitch to be slightly steeper reduces the massing of the side extension's roof, sacrificing a small amount of internal head height in order to lessen the impact on the neighbouring property

Drawings no to scale

- Reduced area of roof
- site boundary
- 25-degree line from the centre of the lowest window of the neighbouring building towards the proposed extension

3.5 Access

- The proposal retains the existing northern side access to the rear garden and introduces an additional southern side access via a gate located between the existing garage and the infill extension.
- The proposal improves overall site and property accessibility by providing level access to both the house and the raised rear garden patio.
- A separate entrance is provided for the annex, allowing independent access while maintaining a clear relationship with the main dwelling.
- In addition, pedestrian access is enhanced by relocating the main entrance from the side of the garage to the central bay, improving the legibility and prominence of the property’s primary entrance.

3.6 Waste

- The proposal does not alter the overarching current waste storage strategy. Bin storage will be sensitively located on the south-west side of the existing garage and fully screened by the 2m-high hedge along the site boundary, so it should have little to no visibility from the street.

3.7 Environment

- The proposal entails an upgrade of the existing building, along with improvements to its thermal performance, specifically to the roofs and walls.
- It also incorporates a mechanical ventilation with heat recovery system (MVHR) and solar energy generation.
- To optimise green and outdoor spaces, the scheme includes a green roof/canopy at the front of the house, contributing to biodiversity, sustainable drainage, and the overall environmental performance

3.8 Habitat

- The local authority is to advise if further habitat studies are required as part of the attic/roof extension works (PRA etc)

3.9 Contamination

- The local authority is to advise if further contamination surveys are required based on council land datasets. Historic cartographic analysis does not indicate that the existing land had a former industrial or extraction use, or the storage of fuels.

3.10 Flood risk

- The site is situated within Flood Zone 1 from rivers and other waterways (see adjacent map). The site is not identified as being in close proximity to an area with a high risk of damage to surface flooring. The local authority will provide guidance on the necessity for further flood risk assessments.

Flood risk summary

Your selected location: Little Court, London Road, St. Ippolyts, Hitchin, SG4 7NE

This information tells you the flood risk of the land around a building, not the building itself.

▶ [How we assess an area's flood risk](#)

▶ [Flood risk and climate change](#)

Surface water

[More about your surface water flood risk](#)

Yearly chance of flooding

Very low

Low

Medium

High

Yearly chance of flooding between 2040 and 2060

Very low

Low

Medium

High

What surface water is

Surface water flooding is sometimes known as flash flooding. It happens when rainwater cannot drain away through normal drainage systems.

▶ [Why surface water flooding is a problem](#)

Rivers and the sea

[More about your rivers and sea flood risk](#)

Yearly chance of flooding

Very low

Low

Medium

High

Yearly chance of flooding between 2036 and 2069

Very low

Low

Medium

High

What makes rivers and sea flooding more likely

Low-lying areas that are close to rivers or the sea are more likely to flood when water levels rise.

This information takes into account any flood defences.

▶ [Why flood defences cannot completely prevent flooding](#)

Groundwater

[More about your groundwater flood risk](#)

We use groundwater flood alert areas to check the risk of flooding from groundwater.

This location is outside of a groundwater flood alert area.

▶ [What this means](#)

What groundwater is

Groundwater is the water that is usually held in rocks and soil underground.

Groundwater flooding happens when this water rises and flows above the surface.

Flooding from rivers is more likely when groundwater levels are high.

Reservoirs

[More about your reservoir flood risk](#)

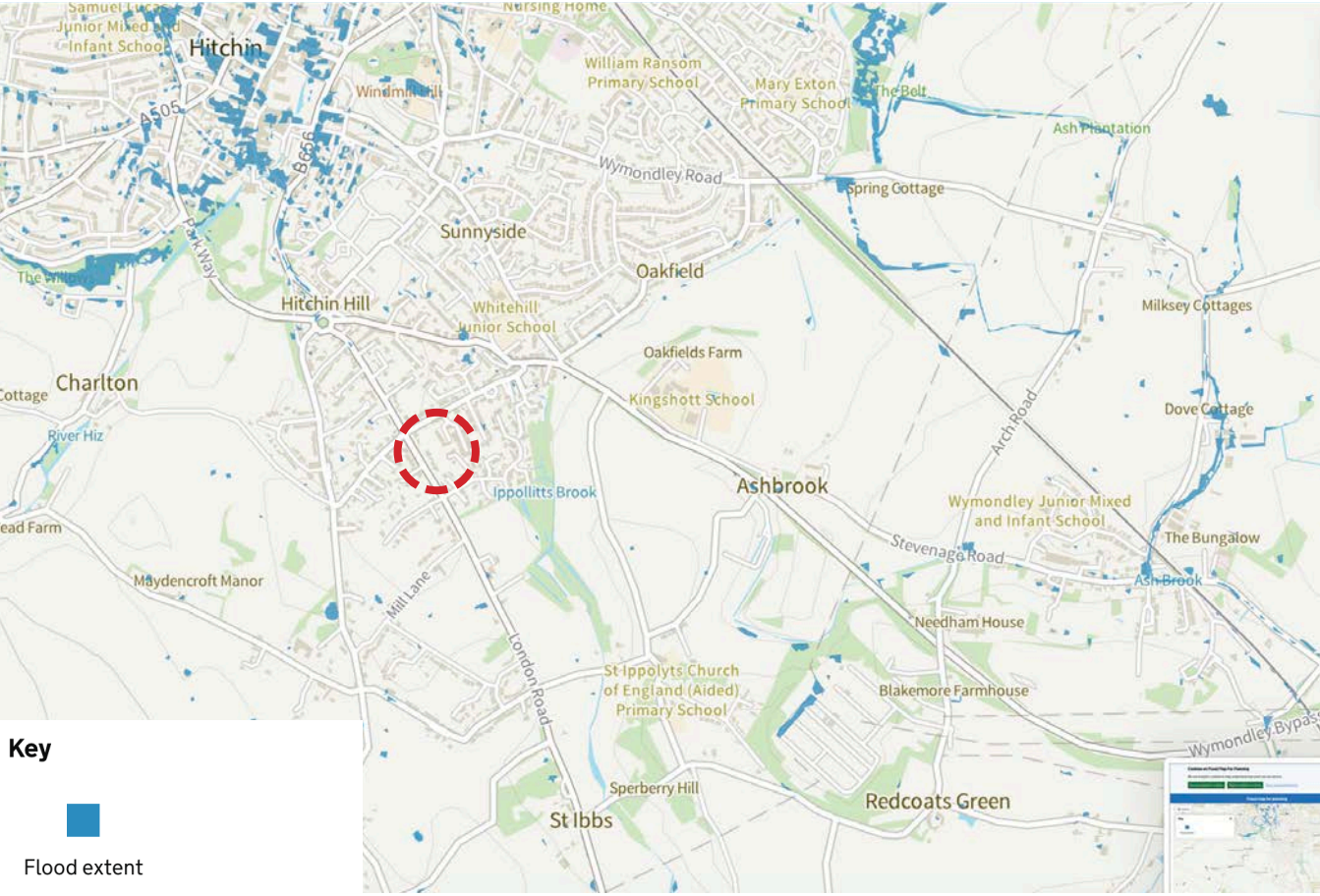
Flooding from reservoirs is unlikely in this area.

What a reservoir is

A reservoir is a large natural or artificial lake that is designed to collect and store water.

They are usually formed by building a dam across a river, or by building a large tank or surrounding embankment. If one of these dams or embankments fails, then water could escape from the reservoir. This would result in land or properties being flooded.

Source: <https://check-long-term-flood-risk.service.gov.uk/risk#.service.gov.uk/>



Source: <https://flood-map-for-planning.service.gov.uk/>



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