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| <b>DELEGATED FILE NOTE</b> |
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**CASE OFFICER:** ...Vicki Wood.....

| <b>APPLICATION<br/>REFERENCE</b> | <b>BRIEF DESCRIPTION OF<br/>DEVELOPMENT</b>           | <b>APPLICATION SITE</b>                                                                   |
|----------------------------------|-------------------------------------------------------|-------------------------------------------------------------------------------------------|
| 26/01361/FP                      | Replacement of all existing windows<br>and side door. | Jubilee House<br><br>13 Fishponds Road<br><br>Hitchin<br><br>Hertfordshire<br><br>SG5 1NR |

**Submitted Plan Nos**

LocationPlan 1249-JH-P1 1249-JH-P2 1249-JH-03 1249-JH-E1 1249-JH-E2 1249-JH-E3

**1.0     Policies**

1.0        **Local and National Policy**

1.1        **National Planning Policy Framework (NPPF) (2024)**

Section 2 – Achieving sustainable development

Section 12 – Achieving well-designed places

Section 14 - Meeting the challenges of climate change, flooding and coastal change

1.2        **North Hertfordshire Local Plan (2011-2031)**

Strategic Policies

Policy SP1 – Sustainable Development in North Hertfordshire

Policy SP2 – Settlement Hierarchy and Spatial Distribution

Policy SP9 – Design and Sustainability

Development Management Policies

Policy D1 – Sustainable design

Policy D2 – House extensions, replacement dwellings and outbuildings

Policy D3 – Protecting living conditions

2.0        **Relevant Site History**

2.1        None.

3.0        **Representations**

3.1        **Site and Neighbour Consultation** – None received.

3.2        **NHC Conservation Officer** – None received.

4.0        **Planning Considerations**

4.1        **Site and Surroundings**

4.1.1     The site is located on the southern side of Fishponds Road and comprises a two-storey building, occupying the majority of the plot. The building is set behind a frontage area that provides off-street parking.

4.1.2     The application site is within the settlement boundary for Hitchin where development is generally acceptable subject to policy requirements.

4.2        **Proposal**

4.2.1     Replacement of all existing windows and side door.

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 resultant impact on the character and appearance of the area.
- The impact that the proposed development would have on the living conditions of neighbouring properties.
- The impact that the proposed development would have on the environment.

#### Design and Appearance

- 4.3.2 The objectives of the National Planning Policy Framework (NPPF) include those seeking to secure the creation of high quality, beautiful and sustainable buildings and places (Section 12 – Achieving well-designed places). Paragraph 131 of the NPPF states that “*Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities*”. In this regard, Policy D1 and D2 of the Local Plan are consistent with the objectives set out within the NPPF.
- 4.3.3 The proposal seeks the replacement of all existing white uPVC windows and an existing white uPVC door within the east elevation of the building. The existing front elevation windows incorporate leaded glazing, however, the proposed replacement windows would feature clear glazing and would not replicate this detailing. The opening arrangements of the windows would remain unchanged.
- 4.3.4 A minor alteration is also proposed to the design of the replacement door.
- 4.3.5 Materials and colour of the replacement windows and door would match the existing fenestration.
- 4.3.6 The proposed alterations are modest in scale and would retain opening sizes and proportions consistent with the existing. Given the building’s set back position from the highway, together with the partial screening provided by adjacent properties and the forward projection of Jubilee House, the proposed changes would have limited visibility within the street scene. The removal of the leaded glazing detail and the minor alteration to the door are not considered to result in any material harm to the character and appearance of the building or the wider street scene. As such, the proposal is in accordance with Policy D1 of the Local Plan 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 Local Plan.
- 4.3.8 I am satisfied that the proposed changes would not impact existing residential amenity to any significant degree and would be in accordance with Policy D3 of the Local Plan and Section 12 of the NPPF.

#### Highways and Parking:

- 4.3.9 The dwelling is served by sufficient off-street parking spaces which would remain unaffected by the proposed development.

#### Biodiversity Net Gain (BNG)

- 4.3.10 The development is not subject to the statutory biodiversity gain condition, as it falls within one of the exemptions set out in paragraph 17 of Schedule 7A to the Town and

Country Planning Act 1990 and the Biodiversity Gain Requirements (Exemptions) Regulations 2024

Environmental Implications

- 4.3.11 The Council's Sustainability Supplementary Planning Document (2024) seeks to ensure that new developments are future proofed against the challenge of climate change.
- 4.3.12 Section 14 of the NPPF sets out how the planning system should support the transition to a low carbon future. The principles set out in Section 14 are reflected in Policy D1 of the Local Plan, which sets out that development proposals should take all reasonable opportunities to reduce energy consumption and waste, retain existing vegetation and propose new appropriate planting, and future proof for changes in technology and lifestyle.
- 4.3.13 Based on the details submitted, the proposed development, is unlikely to have any significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Policy D1 of the Local Plan and Section 14 of the NPPF.

4.4 **Conclusion**

- 4.4.1 The proposed development is considered acceptable and in accordance with Policies SP1, SP9, D1 and D3 of the Local Plan 2011-2031 and Sections 2, 12 and 14 of the NPPF 2024.

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.

### **Biodiversity Net Gain**

1. This development is not subject to the statutory Biodiversity Gain Plan condition because it is considered exempt under the statutory exemptions (<https://www.gov.uk/guidance/biodiversity-net-gain-exempt-developments>) or transitional arrangements in respect of the biodiversity gain condition.

### **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.

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| <div>Signed</div> <div></div> <div>Sam Dicocco</div> | <div>Development Management<br/>North Hertfordshire District Council<br/>Council Offices<br/>Gernon Road<br/>Letchworth<br/>Herts<br/>SG6 3JF</div> |
| <div>Determining Officer</div> <div>Date: 13 July 2026</div>                                                                            |                                                                                                                                                     |