

DELEGATED FILE NOTE

CASE OFFICER: ...Tabitha Kaye.....

**APPLICATION
REFERENCE**

**BRIEF DESCRIPTION OF
DEVELOPMENT**

APPLICATION SITE

26/01153/FPH

Single storey front and side extension.

2 Westwood Avenue

Hitchin

Hertfordshire

SG4 9LH

Submitted Plan Nos

DPL.06.A DPL.02.2A DPL.03.A

1.0 Policies

SECN12

Achieving well-designed places

SECN14

Meeting climate change,coastal,flooding

SP9	Design and Sustainability
D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
T2	Parking

2.0 **Relevant Site History**

- 2.1 **26/01173/LDCP:** Insertion of side door and window and installation of steps to existing garage to facilitate conversion into use for storage and home office. **Refused.**
- 2.2 **15/00630/1PUD:** Dormer window in rear roofslope and velux window in front roofslope to facilitate conversion of loft to habitable accommodation. **Granted.**

3.0 **Representations**

- 3.1 **Neighbour Consultation** – None received.

4.0 **Planning Considerations**

- 4.1 **Site and Surroundings**

- 4.1.1 The application site accommodates a two-storey semi-detached dwelling on Westwood Avenue, Hitchin. The site is within the Hitchin settlement boundary.

4.2 **Proposal**

- 4.2.1 Single storey front and side extension.

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are as follows:

- Design and impact on local character;
- Impact on neighbour amenity;
- Highways and parking matters;
- Impact on the environment;
- Biodiversity Net Gain (BNG).

Design and Impact on Local Character

- 4.3.2 Policies D1 and D2 of the North Herts Local Plan (NHLP) require that development proposals respond positively to the site's local context. Policy D2 specifies that extensions to houses should be sympathetic to the main dwelling in terms of scale, form and orientation. These policies are broadly consistent with Section 12 of the National Planning Policy Framework (NPPF).

- 4.3.3 The proposed single-storey front extension would extend in front of the existing door, and wrap around the side of the dwelling. The extension would project beyond the principal elevation by 0.9m, and the side by 0.9m. The proposed materials are to match existing. The extension would therefore be acceptable in scale and sympathetic to the host dwelling in use of materials, and complies with Policies D1 and D2 of the NHLP, as well as Section 12 of the NPPF.

Impact on Neighbours

- 4.3.4 Policy D3 of the Local Plan permits development which would not harm the amenity of neighbouring occupiers and encourages the use of mitigation measures where necessary. Policy D3 is generally reflected by the provisions of the NPPF.
- 4.3.5 The proposal would still leave an acceptable separation gap between the dwelling and neighbouring property to the west, 62 Willoughby Way. The proposed window to the west elevation would be obscure glazed to mitigate overlooking to the west. The

proposed extension would be sited away from the east boundary, as to mitigate impacts to the adjoining neighbour, no.4 Westwood Avenue. Therefore, the proposal would not cause unacceptable overlooking, overshadowing or overbearing impacts to neighbouring properties in accordance with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking

- 4.3.6 The proposal would not impact the existing parking arrangements on site and therefore accords with Policy T2 of the NHLP.

Environmental Implications

- 4.3.7 Policy D1 of the NHLP outlines the Council's commitment to supporting climate change mitigation through the requirement for schemes to incorporate the principles of 'sustainable design'; with which the proposal is commensurate with. Policy D1 is broadly consistent with the aims of Section 14 of the NPPF. There are no other environmental implications as a result of the proposed development.

Biodiversity Net Gain (BNG)

- 4.3.8 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 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.

3. The extension hereby permitted shall be built in external materials to match the existing dwellinghouse unless otherwise agreed in writing by the LPA.

Reason: To protect the visual amenities of the locality and to comply with Policies D1 and D2 of the North Hertfordshire Local Plan 2011 to 2031.

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  Sam Dicocco Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 13 July 2026	