

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00721/FPH	Insertion of front and side ground floor windows following removal of existing garage door to facilitate garage conversion into habitable accommodation (as a variation of planning permission 24/00431/FPH granted on 16.04.2024. Development commenced).	22 Springhead Lane Hitchin Hertfordshire SG4 0LJ

Submitted Plan Nos

070 - 03 070 - 01A 070 - 02 b 1070 - SK10 1070 - SK11

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 **Site History**

- 2.1 24/00431/FPH - Insertion of two ground floor windows to existing side elevation to facilitate the conversion of garage into gym

Conditional Permission

3.0 **Representations**

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

4.0 **Planning Considerations**

- 4.1 **Site and Surroundings**

4.1.1 The site accommodates a semi-detached, three-storey dwelling on the south side of Springhead Lane, Hitchin. The site benefits from a driveway, and small front and rear gardens. Permitted development rights have been removed.

4.1.2 Garage conversions are a common form of development along Springhead Lane.

4.2 **Proposal**

4.2.1 Insertion of front and side ground floor windows following removal of existing garage door to facilitate garage conversion into habitable accommodation (as a variation of planning permission 24/00431/FPH granted on 16.04.2024).

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

4.3.2 Policy D1 of the Local Plan requires that development proposals respond positively to the site's local context, retain existing vegetation and minimise the visual impact of street furniture and parking provision. Policy D2 of the Local Plan requires extensions to houses to incorporate 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 proposal seeks to replace garage doors with a window and brick up the remainder and to introduce 3no. high-level ground floor side elevation windows. All proposed

external materials are set to match existing. This proposal is commensurate with the existing grain of development along Springhead Lane.

- 4.3.4 This is considered to be in line with Section 12 of the National Planning Policy Framework and Policies D1 and D2 of the Local Plan.

Impact on Neighbours

- 4.3.5 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.
- 4.3.6 Regarding neighbour amenity, the footprint of the dwelling would remain unchanged, no upper-floor windows are proposed. Therefore, it is not considered that the proposal would result in unacceptable harm upon neighbouring living conditions in terms of overdominance, shading or overlooking.
- 4.3.7 This development is therefore considered to be in accordance with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking:

- 4.3.8 The proposal does not indicate an increase in the number of bedrooms. The site would maintain sufficient space for 2no. parking spaces. Therefore, with regard to Policy T2 of the NHLP, there would be no car parking issues arising from the development.

Environmental Implications

- 4.3.9 The proposed development would be consistent with the criteria set out in Policy D1 of the NHLP '*Sustainable Design*'. There are no other significant environmental implications as a result of the proposed development.

Biodiversity Net Gain:

4.3.10 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 acceptable and in accordance Policies D1, D2, D3, T2 of the NHLP 2011-2031 and Sections 12 and 14 of the NPPF.

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.

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: 18 May 2026	