

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/03206/FP	Single storey front extension.	Post Office 1A Claggy Road Kimpton Hitchin Hertfordshire SG4 8PZ

Submitted Plan Nos

LocationPlan NCA.388.PL002 NCA.388.PL003 NCA.388.PL004 NCA.388.PL005

1.0 Policies

D1	Sustainable design
D3	Protecting living conditions

T1	Assessment of transport matters
T2	Parking
SECN9	Promoting sustainable transport
SECN12	Achieving well-designed places
SECN14	Meeting climate change,coastal,flooding

2.0 **Relevant Site History**

- 2.1 20/01974/FP - First floor extensions to facilitate conversion from one 3-bed apartment into two 2-bed apartments.

Conditional Permission

- 2.2 19/02878/FP - Single storey extension to existing shop front and alteration to existing parking arrangements

Conditional Permission

- 2.3 02/01671/1HH - Retention of rear dormer window

Conditional Permission

- 2.4 01/01231/1 - Enlargement of front and rear dormer windows.

Conditional Permission

- 2.5 92/00101/1 - Detached two storey building to provide a ground floor shop and first floor residential accommodation. Parking for seven vehicles

Conditional Permission

- 2.6 91/00315/1 - Detached two storey building to provide a ground floor shop and first floor residential accommodation. Parking for 7 vehicles.

Conditional Permission

- 2.7 89/00101/1 - Detached dwelling and general store (Outline external appearance, design, means of access and landscaping reserved). (As revised by amended plans recieved 3rd March 1989)

Conditional Permission

3.0 Representations

3.1 **Neighbour Consultation:** None received.

3.2 **Kimpton Parish Council** – Received in support.

3.3 **Environmental Health (Noise)** – No objection.

4.0 Planning Considerations

4.1 Site and Surroundings

4.1.1 The application site accommodates a detached commercial unit set within a triangular plot with parking and seating to the front.

4.2 Proposal

4.2.1 Single storey front extension.

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 and Appearance

- 4.3.2 Policy D1 of the Local Plan requires that development proposals respond positively to the site's local context. This policy is broadly consistent with Section 12 of the National Planning Policy Framework.
- 4.3.3 The proposed single storey front extension would have a width of 7.8m, a depth of 2.8m and have a pitched roof with an eaves height of 2.7m and a peak height of 3.95m. The design includes 2no. rooflight. The proposal includes an extension of the existing railing to match existing and 2no. benches to the front to replace the existing seating arrangement. The proposed external materials are concrete rooftiles to match colour and profile of existing, steel frame and timber cladding to the walls, facing brickwork plinth to match existing, window glazing to match existing.
- 4.3.4 The proposed development, in my view, is sympathetic and subordinate to the existing building and streetscene in terms of scale, form and materials. As such, the proposed development complies with Policy D1 of the NHLP and Section 12 of the NPPF.

Impact on Neighbouring Properties:

- 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 proposal would front a highway to the northwest and south, would be set well away from the eastern boundary, is to the front and is of moderate scale. Therefore, it is not considered that the proposal would result in an unacceptable level of harm, as to be objectionable, in terms of overdominance, shading or loss of privacy.
- 4.3.7 Therefore, the proposed development complies with Policy D3 of the NHLP.

Highways and Parking:

- 4.3.8 The proposal will not affect public highways. Parking provision will not be obstructed or affected. The proposal is considered acceptable on the grounds of highways and parking provision. The proposal complies with Policies T1 and T2 of the Local Plan, and Section 9 of the NPPF.

Environmental Implications

- 4.3.9 The proposed development is not large enough in scale to cause significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Section 14 of the NPPF.

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 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 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.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 25 February 2026	

