

DELEGATED FILE NOTE

CASE OFFICER: ...Vicki Wood.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01317/FPH	Alterations to fenestration (as amended by plans received on 23/07/2025 and 22/08/2025).	Docwra Manor 1 Hitchin Road Pirton Hitchin Hertfordshire SG5 3PZ

Submitted Plan Nos

567225 11 Rev B 567225 12 Rev A 567225 015 Rev A 567225 013 Rev A 567225 016 Rev A
LocationPlan 567225 001 567225 002 567225 003 567225 004 567225 005
567225 005 567225 10 Rev D

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

Section 2 – Achieving sustainable development
Section 12 – Achieving well-designed places
Section 16 – Conserving and enhancing the historic environment

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

Strategic Policies

Policy SP1 - Sustainable development in North Herts
Policy SP9 - Sustainable design
Policy SP13 - Historic environment

Development Management Policies

Policy D1 - Sustainable design
Policy D2 - House extensions and replacement dwellings
Policy D3 - Protecting living conditions
Policy T2 - Parking
Policy HE1 - Designated heritage assets

1.3 **Pirton Neighbourhood Plan 2011-2031**

Policy PNP 2 – Design and Character
Policy PNP 3 – Residential Extensions

1.4 **Supplementary Planning Documents**

Pirton Conservation Area Character Appraisal and Management Plan 2023

2.0 **Relevant Site History**

Concurrent Listed Building Consent application – 25/01318/LBC - Alterations to fenestration including painting of all existing and new windows. Internal alterations. (as amended by plans received on 23/07/2025 and 22/08/2025). Decision Pending.

07/02196/1LB - Replacement windows (as amended by letter dated 01/11/07); change glazing of garden room to stone walls and introduce rooflight to west elevation. Conditional Consent.

89/01503/1LB - Listed Building Consent: 2 replacement sash windows. Consent.

83/00780/1LB - Erection of two storey rear extension and demolition of existing outbuildings. Consent.

80/00543/1 - Renewal of planning permission for erection of two storey rear extension following demolition of outbuildings granted under ref. 1/447/75(250) on 22.5.1975. Conditional Permission.

3.0 **Representations**

Press, Site Notice and Neighbour– None received.

Pirton Parish Council – Reply received on 25/01318/LBC only - Object to the rooflights on the basis that the Conservation Appraisal and Management Plan (CAMP) for Pirton advises against the use of rooflights in conservation areas. In addition, the proposed rooflights are considered unnecessary for illumination of the interior of the property and would allow excess light on to neighbouring properties.

I note that the CAMP does mention about the impact of roof lights, but it does not advise against the use of them in conservation areas.

Following receipt of amended plans which remove the proposed rooflights to the southeast roof slope and a reduction in the number of rooflights to the northwest roof slope, both of which are contained within later additions to the property, no further comments have been received.

Pirton Neighbourhood Steering Group – None received.

NHC Conservation Officer – Advised of some changes which have been incorporated into the amended plans hence No objection.

4.0 **Planning Considerations**

4.1. **Site and Surroundings**

4.1.1 Docwra Manor is a grade II listed building which lies on the east side of Hitchin Road and within the Pirton Conservation Area. As a Category A village for the purpose of the local plan, development is generally accepted subject to policy requirements.

4.1.2 To the north is 2 Bury End (grade II*) and nos. 4 & 6 Bury End (grade II) whilst The Cottage and Tudor Cottage, Great Green (grade II) are located due west.

4.2. **Proposal**

4.2.1 Alterations to fenestration (as amended by plans received on 23/07/2025 and 22/08/2025).

4.2.2 The amended plans received on 23/07/2025 show a reduction in the number of rooflights from 3 to 2 to the northwest roof slope and the removal of all rooflights to the southeast roof slope of the existing extensions to the dwelling. In addition, the full-length glazed side light alongside the proposed doorway to the northwest elevation has been removed leaving a simple timber door with top glazed panel. Other changes which relate to the LBC application include installing a new solid internal door to match other internal doors where an internal window is to be removed as opposed to reusing an existing part-glazed door. The amended plan received on 22/08/2025 addresses an error shown on the proposed ground floor layout plan.

4.3. **Key Issues**

4.3.1 The key issues for consideration are as follows:

- The impact of the development upon the designated heritage assets including the Pirton Conservation Area and grade II listing.
- The acceptability of the design of the proposed development and its resultant impact on the character and appearance of the locality.
- The impact that the proposed development would have on the living conditions of neighbouring occupiers.
- The impact that the development would have on the environment.

Impact on Designated Heritage Assets:

4.3.2. Paragraph 212 of the NPPF states *'when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be)...*

4.3.3 *Policy HE1 of the Local Plan supports development that 'Enables the heritage asset to be used in a manner that secures its conservation and preserves its significance; b) Incorporate a palette of materials that make a positive contribution to the local character or distinctiveness, where it is appropriate and justified; and c) Will lead to less than substantial harm to the significance of the designated asset, and this harm is outweighed by the public benefits of the development, including securing the asset's optimum viable use.'*

4.3.4 The extensions to the property where the development is proposed are later additions as noted in the formal listing description by Historic England.

4.3.5 The development is considered to be of a minor scale with an acceptable design and complies with Policy HE1 of the Local Plan and the overarching aims of Section 16 of the NPPF.

Design and Appearance:

4.3.6 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 communities"*. In this regard, Policy D1 and D2 of the North Herts Local Plan are consistent with the objectives set out within the NPPF.

4.3.7 Policy D1 of the Local Plan sets out that planning permission will be granted for development proposals that respond positively to the site's local context, create or enhance the public realm, and reduce energy consumption and waste.

4.3.8 Policy D2 of the Local Plan sets out that planning sets out that planning permission for house extensions will be granted where the extension is sympathetic to the existing house in height, form, proportions, roof type, window details, materials, and the orientation of the main dwelling.

4.3.9 Policy D2 goes on to state that *"extensions should not dominate adjoining properties... and that spacing between buildings ensures there is no harm to the character and appearance of the street scene"*.

- 4.3.10 The development involves the installation of two conservation style rooflights to the northwest roof slope of an existing single storey side extension, the formation of a doorway in place of an existing window opening, and the installation of bi-folding doors in place of existing sliding doors to the same ground floor northwest elevation. For ease of reference, the northwest elevation faces the neighbouring property known as no.3 Great Green. No changes are proposed to the southeast elevation of the property which faces the neighbouring property known as 1a Hitchin Road. To the southwest elevation, which for ease of reference is the front elevation of the property, an existing doorway would be bricked-up and replacement bi-folding doors would be installed replacing a set of sliding doors. New windows and door frames would be timber with all doorframes and windows throughout the property re-painted in a blue/grey colour (Farrow and Ball 25 Pigeon). The brickwork proposed to infill an existing doorway to the front elevation would match that of the existing brickwork to the external finish of the property. All of the proposed external changes are to later additions to the property.
- 4.3.11 Various internal changes are proposed under the application for listed building consent 25/01318/LBC.
- 4.3.12 I am of the view that the scale and design of the proposed works is considered to be in-keeping with the existing later extensions to the property and preserves the significance of the heritage asset.
- 4.3.13 The development is considered to comply with Policies D1 and D2 of the Local Plan and the overarching aims of Section 12 of the NPPF.

Impact on Neighbouring Occupiers:

- 4.3.14 The objectives of the NPPF seek to ensure that developments secure a high standard of amenity for existing and future occupiers (Section 12 – Achieving well-designed and beautiful places). This principle is reflected in the provisions set out in Policy D2 and D3 of the Local Plan.
- 4.3.15 Policy D3 of the Local Plan sets out that planning permission will be granted for developments proposals which do not cause unacceptable harm to living conditions.
- 4.3.16 I am satisfied that a reduction in the number of rooflights to the northwest roof slope, together with the distance between the dwelling known as Docwra Manor and the dwelling known as no.3 Great Green, together with the installation of a doorway in place of an existing window would have no significant impact on the existing residential amenity of no.3 Great Green and so complies with Policy D3 of the Local Plan.

Highways and Parking:

- 4.3.17 The dwelling is served by sufficient off-street parking spaces which would not be affected by the proposed development and is therefore considered to be in accordance with Policy T2 of the Local Plan.

Environmental Implications:

- 4.3.18 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 North Herts Local Plan, which sets out that development proposal 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.

Biodiversity Net Gain (BNG)

- 4.3.19 This is a householder application which is exempt from BNG legislation defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

4.4 **Conclusion**

- 4.4.1. The development is of a good quality design which preserves the significance of the heritage asset, remains sympathetic to the existing house and respects the living conditions of the occupiers of adjoining premises. As a result, it is considered that the development accords with Policies SP1, SP9, SP13, D1, D2, D3 and HE1 of the Local Plan 2011-2031 and Sections 2, 12 and 16 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**

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. The Council acted proactively through positive engagement with the applicant during the determination process which led to improvements to the scheme. 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: 29 August 2025	