

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00027/FP	Replacement of existing extension flat roof and partially raising of existing parapets. Replacement of the existing timber windows and roof covering.	The Bury Bury Lane Codicote Hertfordshire SG4 8GG

Submitted Plan Nos

25190_SP01 (Rev B) 25190_001 25190_002 25190_003 25190_004 25190_005 25190_006
25190_007 25190_008 25190_009 25190_010 25190_011 25190_012 25190_013 25190_014
25190_015 25190_016

1.0 Policies

SECN12	Achieving well-designed places
SECN14	Meeting climate change,coastal,flooding
SECN16	Conserve + enhance historic environment

D1	Sustainable design
D3	Protecting living conditions
HE1	Designated heritage assets
SP1	Sustainable development in North Herts
SP9	Design and Sustainability
SP13	Historic environment

2.0 **Site History**

- 2.1 17/01102/1: Rebuilding of section of existing boundary wall. Conditional Permission.
- 2.2 88/00650/1: Outline application (all matters reserved) for erection of 8 elderly persons bungalows. Conditional Permission.
- 2.3 84/00614/1: Erection of two elderly persons bungalows as a variation of previous permission. Conditional Permission.
- 2.4 83/00338/1: Erection of six elderly persons bungalows (Phase 2). Conditional Permission.

3.0 **Representations**

3.1 **Neighbour Consultation** – No comments received at the time of writing report.

3.2 **Codicote Parish Council** – No comments received at the time of writing report.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site accommodates The Bury, a retirement home comprising of a three-storey C17 Grade II* Listed house with a modern, flat roof 1970s wing extension. The Grade II* Listed house has a distinct hipped roof form, which is positioned behind a parapet wall. The site benefits from a long private driveway, meaning that views of The Bury from the street are limited. The site is located within the settlement boundary of Codicote.

4.2 **Proposal**

4.2.1 Replacement of existing extension flat roof and partially raising of existing parapets. Replacement of the existing timber windows and roof covering.

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 historic environment;

- The impact of the proposed development on the living conditions of neighbouring properties;
- Highways and parking matters;
- The impact of the proposed development on the environment.

Design

- 4.3.2 Policies D1 of the NHLP, as well as Policy COD 1 of the Codicote Neighbourhood Plan (CNP), require that development proposals respond positively to the site's local context. These policies are broadly consistent with paragraph 135 of the NPPF.
- 4.3.3 To the Grade II* Listed house, the application proposes to replace the existing timber sash windows with K & D Heritage sliding sash windows (shown on dwg nos. 25190_009 and 25190_010 as W1-W5). The scale, style and colour of the replacement windows would match existing and are therefore acceptable in design terms. To the roof, the application proposes to replace the existing concrete roof tiles with like-for-like tiles, which is also acceptable.
- 4.3.4 To the modern extension, the application proposes to replace the existing Asphalt flat roof with a Langley reinforced bitumen felt flat roof. The lower parapets above the windows are to be raised to provide a 200mm deep GRP flat roof edge trim. The replacement of the roof material and the raising of the parapets would not significantly alter the design of the existing building and are therefore acceptable.
- 4.3.5 The proposal is therefore considered to accord with Policies D1 of the Local Plan, as well as paragraph 135 of Section 12 of the NPPF.

Impact on the Historic Environment

- 4.3.6 Policy HE1 states that proposals affecting heritage assets should preserve the significance of the asset and its setting, as is supported by Policy SP1 of the NHLP, Policy COD 20 of the CNP, and paragraph 208 of the NPPF. These policies are commensurate with the LPA's statutory duty under s.66 of the Planning (Listed Buildings and Conservation Areas) Act 1990.
- 4.3.7 The existing windows and roof tiles to the Grade II* Listed house date from the 1980s and is not original. The proposed double-glazed timber windows would therefore be supported and would not have an adverse impact on the significance of the designated heritage asset. Likewise, the current roof dates to the 1980s and is not original, meaning that the proposed like-for-like replacement concrete plain tiles would not have an adverse impact on the significance of the asset.

- 4.3.8 The proposed alterations to the modern wing extension would not significantly alter the appearance of the structure and therefore would not have an adverse impact upon the significance of the main house.
- 4.3.9 Regarding the impact upon the historic environment, the proposed development accords with the requirements of the Planning (Listed Buildings and Conservation Areas) Act 1990, Policies SP1 and HE1 of the Local Plan, and Section 16 of the NPPF.

Impact on Neighbours

- 4.3.10 Policy D3 of the Local Plan permits development that does not result in acceptable harm to 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.
- 4.3.11 The application site is distanced from neighbouring properties to the north and south, and is well screened by existing boundary treatments. Moreover, the nature of the proposed works would not result in any overlooking, overbearing or overshadowing impacts.
- 4.3.12 The proposed development would not result in harm to the reasonable living conditions and well-being of neighbours and therefore accords with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking

- 4.3.13 The proposed works would have no bearing on access or parking matters and therefore meets the requirements of Policy T2 of the NHLP.

Environmental Implications

- 4.3.14 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 proposed development is compliant. The importance of incorporating sustainable design is reiterated by Policy COD 2 of the CNP. Both policies are 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:

4.3.15 The proposed works would relate to existing development only. Therefore, the applicant's 'de-minimis' claim is accepted and the application 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 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.

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: 6 March 2026	

