

DELEGATED FILE NOTE

CASE OFFICER: ...Henry Thomas.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01616/FP	Insertion of two windows to first floor side elevation.	6 Coach Yard 2 Hitchin Street Baldock Hertfordshire SG7 6AE

Submitted Plan Nos

Location Plan FC-B-24- Rev B FC-B-24- Rev B FC-B-24- Rev B FC-B-24- Rev B Window Spec FC-B-24
PL01 PL02 PL03 PL04

D1	Sustainable design
D3	Protecting living conditions
SP1	Sustainable development in North Herts
SP9	Design and Sustainability
T2	Parking
HE1	Designated heritage assets
SECN12	Achieving well-designed places
SECN16	Conserve + enhance historic environment

2.0 **Site History**

2.1 **25/01617/LBC** - Insertion of two windows to first floor side elevation.

Concurrent application.

3.0 **Representations**

3.1 **Press, Site and Neighbour Notifications** – One received:

“As director of the management committee I would like to see the specifications of the proposed windows. We need to know that the materials to be used are of high quality and will be built to last in accordance with the lease of this property.

By adding additional windows to the building there are implications for the management company who are responsible for the cleaning and maintenance of the exterior of the building. There will also be ongoing cost implications to all the owners of the 6 flats in Coach Yard who will have to ensure that there are funds to cover this.”

3.2 **NHC Conservation Officer –**

*There is **NO OBJECTION**. The scheme will satisfy the provisions of Sections 16(2) (LBC) and /or 66(1) (FP/FPH) and/or 72(1) (both) of the Planning (Listed Buildings and Conservation Areas) Act 1990 and the aims of Section 16 of the NPPF and Policy HE1 of the North Hertfordshire Local Plan 2011-2031.*

3.4 **Baldock, Bygrave and Clothall Neighbourhood Planning Group –** None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The site is a block of flats on the north side of Hitchin Street within the Baldock Town Centre. The building is attached to The Old George and Dragon Hotel and is Grade II listed. The site is within the Baldock Conservation Area. The listing reads:

Early C19 front of red brick with slightly projecting 5 storey centre, 2 storey wings. Hipped tiled roof. 1:3:1 sash windows with glazing bars in reveals under flat arches, ground floor arched panels to 3 central windows, Dummy window in centre of each floor. Roof parapets, brick modillion cornice above 2nd floor. Modern wing on left.

4.2 **Proposal**

- 4.2.1 Insertion of two windows to first floor side elevation.
- 4.2.2 Timber windows, painted in jet black.

4.3 **Key Issues**

- 4.3.1 The key considerations are:
- The impact of the development upon the 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 proposed development would have on car parking provision in the area.
 - The impact that the development would have on the environment.

Impact on Designated Heritage Assets:

- 4.3.2 Paragraph 129 sets out that in determining applications, local planning authorities should take account of the desirability of new development making a positive contribution to local character and distinctiveness.
- 4.3.3 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).”
- 4.3.4 Paragraph 213 of the NPPF sets out that any harm to, or loss of, the significance of a designated heritage asset should require clear and convincing justification.
- 4.3.5 Paragraph 215 of the NPPF states “where a development will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing optimum viable use”.
- 4.3.6 Policy HE1 of the NHC 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.”
- 4.3.7 Following consultation with the Senior Conservation Officer, no objection has been raised to the proposed works and their impact to the grade II listed building. The proposed development would comply with both local and national planning policies.

Design and Appearance:

- 4.3.8 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 126 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 Hertfordshire Local Plan are consistent with the objectives set out within the NPPF.
- 4.3.10 The proposed design is considered appropriate. The building as existing has white timber framed windows to the front and black timber framed windows to the side. The proposal would therefore be in keeping with this. Following consultation with the Conservation Officer the materials are considered suitable within the context and would not result in adverse harm to the street scene, character of the listed building or the Conservation Area.
- 4.3.11 This is considered in line with Section 12 of the National Planning Policy Framework and Policies D1, D3 and HE1 of the Local Plan.

Impact on Neighbouring Occupiers:

- 4.3.12 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 places). This principle is reflected in the provisions set out in Policy D2 and D3 of the North Herts Local Plan.
- 4.3.13 Policy D3 of the North Hertfordshire Local Plan sets out that planning permission will be granted for developments proposals which do not cause unacceptable harm to living conditions.
- 4.3.14 The proposed windows would have an outlook towards the front yard of St. Mary's Church, given that this area is heavily treed and not an area of private amenity, the overlooking is considered acceptable. The windows would not, in my view, impact on existing neighbouring amenity.

Highways and Parking:

- 4.3.15 Policy T1 of the North Hertfordshire Local Plan states that “planning permission will be granted provided that... development would not lead to highway safety problems or cause unacceptable impacts upon the highway network”.
- 4.3.16 Policy T2 states that “planning permission will be granted provided that... proposal have regard to relevant Supplementary Planning Documents”.
- 4.3.17 This proposal would not alter the number of bedrooms serving the property and therefore would be unlikely to affect parking provision within the locality. As such the proposal is considered compliant with Policy T2.

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 Hertfordshire 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.
- 4.3.19 The proposed development, by virtue of its limited scale in general terms together with the sustainable location would have no significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Section 14 of the NPPF and Policy D1.

Biodiversity Net Gain (BNG)

- 4.3.20 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.

Other Matters

4.3.21 With regard to the public comment received. All submitted details for the application have been made publicly available during the course of the planning application. Alterations to flats will likely require the consent of the management company which is external to planning permission.

4.4 **Conclusion**

4.4.1 Overall, as stated above it is considered that the proposed development is compliant with the necessary provisions of the Local Plan policies and the guidelines set out in the NPPF.

4.4. **Alternative Options**

4.5.1. N/A

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(s) 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.

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: 8 September 2025	