

DELEGATED FILE NOTE

CASE OFFICER: ...Saffron Loasby.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01953/FPH	Two storey and part single storey rear extension following demolition of existing rear extensions. Insertion of rooflights to existing rear roofslope to facilitate conversion of loft space to habitable accommodation. Alterations to fenestration to include insertion of first floor side window.	185 Baldock Road Letchworth Garden City Hertfordshire SG6 2EJ

Submitted Plan Nos

A010-Rev 1 A100 A101 A105-Rev 1 A107 Rev 2 A106-Rev 2 A108-Rev 2

1.0 Policies

D1 Sustainable design

D2 House exts, replcmnt dwellings outbuild

D3 Protecting living conditions

T2 Parking

2.0 **Site History**

2.1 84/00636/1 - Erection of replacement detached garage – Conditional Permission 25/05/1984

3.0 **Representations**

3.1 **Neighbour Consultation** – Occupiers of 183 and 187 Baldock Road has been notified – One representation has been received. Concerns raised include:

- Development on the shared boundary and removal of the existing fence
- Party Wall arrangements and ongoing consent
- Height of the proposed single storey element
- Loss of light to kitchen window.
- All development should be within the applicant's boundary.

3.1.1 **Site Notice** – erected 17/08/2026-16/09/2026

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site comprises a two-storey semi-detached dwelling located within the settlement of Letchworth Garden City. The application site has off road parking provision for two cars, as well as a detached garage set to the rear of the dwelling. It benefits from having both front and rear garden space.

4.2 **Proposal**

4.2.1 The proposal comprises a two storey and part single storey rear extension following demolition of the existing rear additions. Insertion of rooflights to existing rear roof slope to facilitate a conversion of the existing loft space to habitable accommodation and alterations to the existing fenestration to include a first-floor side window.

4.2.2 The ground floor extension proposes a 4.7m depth x 4.6m width rear projection at single storey, measuring 3m in height on the shared boundary with its adjoining neighbour at 187 Baldock Road. The two-storey rear extension expands across the remainder of the rear elevation at 5.8m in width, 4.7m in depth and 4.9m to the eaves. The proposed ridge height is to match that of the existing with roof space capable of

use for habitable accommodation. The roof space of the new extension will be used as storage to the new first floor bedroom and the existing roof space converted into an additional bedroom/study.

- 4.2.3 The internal changes at first floor add one additional bedroom and allow enlargement to all of the existing spaces. At ground floor the rear addition offers a combined kitchen diner space with doors that open into the rear garden. A relocated family bathroom at first floor requires a new window to be located at the side of the existing dwelling.

4.3 **Key Issues**

- 4.3.1 The key issues in this case are the design of the development relative to the main dwelling and the impact the development has on the reasonable living conditions of the neighbouring properties and parking provision.

Design

- 4.3.2 The proposed two storey rear extension comprises a 4.7m rear projection with a hipped pitched roof set at the same height as that of the main dwelling. The materials are proposed to match that of the existing property with fenestration at first floor matching that of the existing dwelling also. The front elevation remains unchanged with all the proposed works located to the side and rear. The side elevation changes propose two new first floor openings looking toward the side elevation of No. 183.
- 4.3.3 The single storey aspect also projects at 4.7m from the rear elevation, however the adjoining neighbours closest rear opening is set away from the shared boundary and projects approximately 2.5m from the rear elevation. This means the proposed single storey rear extension only projects 2.2m from the opening on the rear elevation of the neighbouring property. This mitigates the overall impact of the development on neighbour amenity (discussed in more detail below). There are no new openings in this elevation, however given the closely located outbuilding, sited to the rear of both dwellings, and the existing conservatory extension at No. 187, the new addition exacerbates the unusual 'dead space' to the rear of the No. 187 that sits between the outbuilding and the conservatory. The new addition at No 185 encloses it further given the 3m height along the shared boundary. This is not an ideal design approach; however, the space is already created by the neighbour. The question is whether it invites an unacceptable living arrangement for the occupiers of No. 187.
- 4.3.4 On the existing property, the shared downpipe on the rear elevation sits on the neighbour's side of the shared boundary fence (as demonstrated by the site photos). On the proposed drawings it is unclear what happens to this downpipe as the extension sits on the shared boundary, with no detail of water run off (despite a pipe shown on the elevations and plans). Whilst there is no evidence of encroachment shown on the proposed plans, it is important to ensure the surface water run off runs into land within the applicant's ownership. Whilst elements of this are dealt with under Building Regulations, a pre-commencement condition for the submission of rainwater goods to ensure the surface water drainage is appropriately managed within the applicants land can be included as part of an approval.
- 4.3.5 Whilst the proposed additions are large and some design tweaks could visually reduce its perceived scale and refine the finish on the rear elevation (such as stepping the development in behind the existing build lines and reducing the ridge height of the rear

projection), they would not add much difference to the impact of the built form on the rear garden or neighbouring occupiers and as such the design of the proposed extensions are acceptable.

- 4.3.6 The materials are considered sympathetic to the existing dwelling and would not result in an adverse effect on the character of the dwelling as seen from the public realm.

This is considered in line with Chapter 3 of the National Planning Policy Framework and Policies D1, D2 and D3 of the Local Plan.

Impact on Neighbours

- 4.3.7 The proposed additions will sit close to the adjoining neighbours on both sides. On the shared boundary concerns have been raised regarding the removal of the shared fence. This would need to be resolved as part of The Party Wall Act and is not a planning matter. The development submitted as part of this application demonstrates that all the development will be inside the site edged red and does not encroach on neighbouring land.
- 4.3.8 The depth of the single storey element, whilst over the normally acceptable 3-3.5m, only extends 2.2m beyond that of the neighbours closest ground floor opening and therefore is safely mitigated to not result in having a significantly overbearing impact on neighbour amenity. In relation to the height of the single storey extension, the projection measures 3m to the top of the flat roof where it meets the rear elevation with a very marginal slope down to 2.9m with a central roof lantern projecting above. The height proposed meets the allowances of permitted development rights, of which this property still benefits from. The height is not considered to be unacceptable. As previously raised, the addition closes the gap to the west of the conservatory between the shared outbuilding and the rear elevation of the existing dwelling. Whilst this might result in the loss of some later afternoon sun in the winter months, the existing outbuilding is responsible for the loss of the majority of light getting to this opening and not the proposed extension. The single storey extension is in this instance is acceptable.
- 4.3.9 The two-storey element is also a large addition to the rear and given the angle it sits at with the other adjoining neighbour at 183 the new corner of the two-storey addition comes in proximity (1.5m) of the neighbours outbuildings. The openings on the side elevation of the neighbouring property comprise two small casement windows at ground and first floor. These are likely to be secondary windows to the rooms with large openings on the front elevation (using planning history files for reference). The rear addition will remove the double gates currently allowing vehicular access to the rear garden, to only pedestrian access. The two-storey addition is not considered to exacerbate overlooking. The new openings in the side elevation are to a bathroom and en suite, therefore can be appropriately conditioned to have obscure glazing.
- 4.3.10 With regard to whether the two-storey extension results in being overbearing my view is that whilst large and offering a different outlook from some of the existing openings, it will not result in a significantly overbearing impact as a result of being imposing. The properties benefit from long rear gardens, and space between each dwelling. These features are retained despite the additions. The impact of the extensions on the occupiers of each property, will have an impact, but not one that is refusable. The loss of sunlight is marginal, there is no direct overlooking that cannot be conditioned, and the size and scale of the additions fit the existing property and its wider curtilage without having an adverse impact on the living conditions of the neighbouring occupants.

- 4.3.11 Overall, the proposal would have an acceptable impact on existing residential amenity and therefore accords with Policy D3 of the NHLP and Chapter 3 of the NPPF.

Environmental Implications

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

Parking

- 4.3.9 The proposal does increase the number of bedrooms by one. Notwithstanding this, the site benefits from space to the front of the property which can accommodate the required number of vehicles for the house. The proposal accords with Policy T2 of the NHLP.

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 policies set out in the NPPF.

4.5 **Alternative Options - N/A**

- 4.6 **Pre-Commencement Conditions** – Yes –surface water run off given the lack of information and clarity in the submitted drawings for the proposed rainwater goods.

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.

4. The first-floor windows in the west elevation of the development, hereby permitted, shall be fitted with and permanently retained in a minimum of Level 3 obscure glazing and shall be permanently fixed shut, with the exception of any opening fanlight where the lowest part of the opening shall be a minimum of 1.7 metres above the finished internal floor level of the room in which the window is installed. The windows shall thereafter be permanently retained in accordance with these requirements.

Reason: To safeguard the privacy and residential amenity of neighbouring occupiers and to prevent unacceptable overlooking, in accordance with Policy D3 of the North Hertfordshire Local Plan 2011-2031.

5. Notwithstanding the details shown on the approved plans, prior to the construction of the extension above damp-proof course level, details of the rainwater goods serving the extension shall be submitted to and approved in writing by the Local Planning Authority. The details shall show the position of all gutters and downpipes associated with the extension and the proposed means and point of discharge of rainwater, including their relationship with the shared boundary and adjoining property. The rainwater goods and associated means of discharge shall be installed in accordance with the approved details and shall thereafter be retained.

Reason: The submitted plans do not clearly demonstrate how rainwater from the proposed extension would be collected and discharged, particularly having regard to the position of the existing rainwater goods adjacent to the shared boundary and their relationship with the adjoining property. The condition is necessary to ensure that a satisfactory rainwater disposal arrangement is provided which does not result in an unacceptable impact upon the amenity of the adjoining occupiers, in accordance with Policy D3 of the North Hertfordshire Local Plan 2011-2031.

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  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 7 October 2026	