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29th June 2026

Ben Glover
Senior Planning Officer
North Herts District Council
PO Box 10613
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Dear Ben

Site Address: Land On The South Of, Oughtonhead Lane, Hitchin, Hertfordshire, SG5 2NA
Planning Ref. 23/00563/FP – Erection of 43 dwellings, access from Lower Innings, associated internal roads, parking, landscaping, amenity space and open space.

Planning Portal Reference: PP-15047588

Please find enclosed our non-material amendment application for the removal of garden rooms to plots 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 14, 16, 17, 18, 19, 20, 21, 24, 25, 39 and 43.

Background

Full planning permission was granted planning permission on 22nd April 2025, reference 23/00563/FP, which is described as follows:

‘Erection of 43 dwellings, access from Lower Innings, associated internal roads, parking, landscaping, amenity space and open space’.

This application submission comprises the following (in addition to this cover letter):

- Planning Fee of £400 (£309 fee + £91 service charge, paid via the Planning Portal)
- Application Form
- Revised Drawing Package comprising:
 - Planning Site Layout - 23/003/011 - PL10
 - Refuse Strategy Layout - 23/003/012 - PL04
 - Street Elevations A & B - 23/003/015 - PL05
 - Street Elevations C & D - 23/003/016 - PL05
 - Type E - Plans - 23/003/028 - PL03
 - Type E - Elevations - 23/003/029 - PL04
 - Type F - Plans - 23/003/030 - PL02
 - Type F - Elevations - 23/003/031 - PL04
 - Type G1 - Plans - 23/003/032 - PL02

- Type G1 - Elevations - 23/003/033 - PL04
- Type G2 - Plans - 23/003/034 - PL02
- Type G2 - Elevations - 23/003/035 - PL04
- Type J - Plans - 23/003/038 - PL02
- Type J - Elevations - 23/003/039 - PL04
- Type K - Plans - 23/003/040 - PL02
- Type K - Elevations - 23/003/041 - PL04
- Type L1 - Plans - 23/003/042 - PL02
- Type L1 - Elevations - 23/003/043 - PL04
- Type L2 – Plans (Plot 9) - 23/003/044 - PL02
- Type L2 – Elevations (Plot 9) - 23/003/045 - PL04
- Type L2 - Plans - 23/003/046 - PL02
- Type L2 - Elevations - 23/003/047 - PL04
- Tenure Plan - 23/003/070 - PL04
- M4(2), M4(3) Plot Location Plan - 23/003/071 - PL03

Proposed Non-Material Amendment

This non-material amendment application seeks approval for the removal of the garden rooms at Plots 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 14, 16, 17, 18, 19, 20, 21, 24, 25, 39 and 43. The change involves the affected plots having the single storey garden rooms omitted and the layout/exterior adjusted accordingly.

Whilst the proposals will result in a small decrease in floorspace to the affected plots, they will continue to be compliant with the Nationally Described Space Standards and the number of bedrooms within these properties will remain as per the approved plans (N.B. the changes do not affect the upper floors). The rear gardens to the affected plots will benefit from more usable amenity space as a result of the change.

It is our view that the proposed amendments are non-material in nature and therefore within the realms of being considered by way of an application made under Section 96A of the Town and Country Planning Act 1990.

In line with the advice contained within the National Planning Practice Guidance¹, the Local Planning Authority must have regard to the effect of the change. In our view, the effect of the small-scale changes being proposed by this application would result in no material impact to the approved scheme.

I trust that you find the enclosed details acceptable and we look forward to receiving confirmation that the application has been registered as valid.

Please do not hesitate to contact me should you require any additional information or wish to discuss the application.

¹ Paragraph: 008 Reference ID: 17a-008-20140306

Yours sincerely

[Redacted]

Simon Hoskin MRTPI

Head of Planning

CALA Homes (North Home Counties) Ltd

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