

DELEGATED FILE NOTE

CASE OFFICER: ...Andrew Hunter.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/00852/LBC	Insertion of rooflights to existing roof and insertion of second floor window to existing gable to facilitate conversion of loftspace into habitable accommodation, installation of photovoltaic panels to existing roof and replace existing cement render with silicone render. Internal alterations.	Garden House 7 Alpine Close Hitchin Hertfordshire SG4 9DZ

Submitted Plan Nos

3738_01 3738_02 3738_03

1.0 Policies

HE1	Designated heritage assets
SECN16	Conserve + enhance historic environment
SP13	Historic environment

2.0 **Relevant Site History**

- 2.1 14/01375/1LB – Two storey side/rear extension and installation of photovoltaic panels on south-west elevation roofslope – Approved 09/07/14.
- 2.2 14/01374/1HH - Two storey side/rear extension and installation of photovoltaic panels on south-west elevation roofslope – Approved 09/07/14.
- 2.3 13/02642/1LB - Single Storey side/rear extension and installation of photovoltaic panels on south west elevation roofslope (as amended by plans received 2nd December 2013) – Approved 12/12/13.
- 2.4 13/02641/1HH - Single storey side/rear extension and installation of photovoltaic panels on south-west elevation roofslope (as amended by plans received 2nd December 2013) – Approved 12/12/13.
- 2.5 The site has also been subject to other applications not directly relevant to the current proposal.

3.0 **Representations**

- 3.1 **Conservation Officer** – No objections.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The site is a 2 storey semi-detached dwelling with a pitched roof that is Grade II listed. The building is attached to another listed building. The site is in a residential area of dwellings and flats.

4.2 **Proposal**

4.2.1 The addition of solar panels to the front and SW roofslopes, a new second floor rear window, two new SW rooflights, replacement render, and internal alterations to facilitate a loft conversion.

4.2.2 The application was accompanied by parallel planning application 25/00851/FPH.

4.3 **Key Issues**

4.3.1 The key material considerations are whether the proposal is acceptable on heritage grounds regarding its impacts on the significance of the listed building as a designated heritage asset. This is set out in Section 16 (2) of the Planning (Listed Buildings and Conservation Areas) Act 1990.

4.3.2 The proposed works are overall considered to be of a small scale, with no harmful impacts to the fabric of the building. The proposed works would also be on later non-original parts of the building. The design of the alterations are considered acceptable. On the basis of the comments from the Conservation Officer, the proposed works are not considered harmful to the special significance and character of the listed building.

4.3.3 It is not considered that the application harms the significance of the designated heritage asset the subject of this application. The impacts of the proposal on the character and appearance of the building and its significance as a designated heritage asset are therefore considered acceptable. The proposal complies with Policies SP13 and HE1 of the Local Plan, and Section 16 of the NPPF.

4.4 **Conclusion**

4.4.1 The proposed works are therefore considered to preserve the significance of the listed building as a designated heritage asset.

5.0 **Recommendation**

5.1 To **GRANT** listed building consent subject to the following conditions:

1. The work to which this consent relates shall be begun by not later than the expiration of the period of 3 years from the date of this notice.

Reason: To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. Prior to the installation of the new windows that have been hereby granted consent, detailed metric scale section drawings of the replacement windows including 1:1 scale drawing of proposed glazing bars and glazing system and method of opening shall be submitted to and approved in writing by the Local Planning Authority. Thereafter, the windows shall be installed in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the Local Plan.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 4 July 2025	