

DELEGATED FILE NOTE

CASE OFFICER: ...Tricia Craggs.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00761/LBC	Replace two double-glazed, Upvc framed, first-floor windows on rear elevation with timber, single-glazed, flush casements.	19 Lytton Avenue Letchworth Garden City Hertfordshire SG6 3HT

Submitted Plan Nos

Location Plan

1.0 Policies

HE1	Designated heritage assets
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2.0 **Site History**

2.1 Although not the most recent planning history the following is most relevant:

15/01810/1LB - Rear conservatory in association with erection of 3.2m boundary wall

3.0 **Policies**

3.1 Section 16: Conserving and enhancing the historic environment of the National Planning Policy Framework (July 2021). Relevant paragraph numbers at Section 16 are as follows: 197, 199, 200 and 202.

Policy HE1 of the North Hertfordshire Local Plan 2011-2031.

4.0 **Representations**

4.1 Letchworth Garden City Heritage Foundation – No response

Press & site notices – No response.

5.0 **Planning Considerations**

5.1 **Site and Surroundings**

5.1.1 Number 19 Lytton Avenue forms a part of a Grade II listed terrace and was constructed in 1907 by locally renowned architect C.M. Crickmer. The cottage reflects the Early Garden City vernacular and forms part of the 1907 Urban Cottages Exhibition highlighting its architectural and historic importance within the development of Letchworth.

The list entry is copied below.

19-25, LYTTON AVENUE, Non Civil Parish - 1174364 | Historic England

It also located with the Letchworth Conservation Area.

Specific to this are the following characteristics which has been extracted from the appraisal document.

Building Layout 8.4

A site plan was produced for the 1907 exhibition indicating fairly rigidly a building grouping which entrants were expected to follow. The layout is similar throughout this area, with cottages largely positioned to run parallel with the roads, along with occasional grouped arrangements, such as Paddock Close (part of the earlier Cheap Cottage Exhibition) and numbers 10 to 34 Lytton Avenue. Groups are generally formed by terraces, sometimes with semi-detached cottages, and arranged in squares set back from the road. A good example of this arrangement is seen in Meadow Way. In these arrangements the houses to the opposite side of the road either complete the square or step back from the road to complement the opposite group. This is evident along the section Lytton Avenue between Gernon Road and Pixmore Way.

Windows in this part of the conservation area are largely either wooden casements or sashes depending on the style and design of the buildings.

5.2 Proposal

- 5.2.1 The application is described as: ***Replace two double-glazed, Upvc framed, first-floor windows on rear elevation with timber, single-glazed, flush casements.***

5.3 Key Issues

- 5.3.1 The main issue is to consider the impact of the works on the special character of the listed building and upon the Letchworth Conservation Area.
- 5.3.2 Windows are often a significant feature of listed buildings. They strongly contribute to a building's interest and appearance. Any changes can noticeably alter how the building and area looks. There is much by the way of guidance provided by local planning authorities which discourages the installation of double-glazed windows into listed buildings and whilst North Herts does not have specific guidance on this matter, it is important that the following are considered when considering replacement of windows:
- ☐ Evidence of craftsmanship
 - ☐ Use of old or rare materials
 - ☐ Detail of design

If the existing windows contribute positively to the building's special character and the frames are capable of repair, this should normally be the way forward.

- 5.3.3 Where historic windows have been replaced with ones whose design does not follow historic patterns, these are unlikely to contribute to the significance of listed buildings. Replacing such windows with new windows of a sympathetic historic pattern. It provides an opportunity to enhance the significance of the building, which is the desired outcome under national policy.

Impact on the listed building

- 5.3.4 The proposal seeks to remove two unsympathetic upvc windows with traditionally detailed timber casement windows within in the existing opening and appropriate glazing and fixing methods.

5.3.5 The proposal is considered to cause no harm. It is considered a heritage gain as it will reinstate traditional windows.

5.3.6 There will be no harm caused to the Conservation Area for the reason stated in 5.3.4 and 5.3.5

5.4 **Alternative Options**

None.

5.5 **Pre-Commencement Conditions**

5.5.1 None applicable.

5.6 **Conclusion**

5.6.1 It is considered that the proposal will not occasion harm to the listed building's special character or harm the character or appearance of the Letchworth Conservation Area. The proposal, thereby, satisfies the provisions of Sections 16(2) and 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, the aims of Section 16 of the NPPF and the aims of Policy HE1 of the North Hertfordshire Local Plan 2011-2031.

6.0 **Recommendation**

6.1 I recommend that listed building consent be **GRANTED**.

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.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 21 May 2026	