

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/00319/FPH	Insertion of front dormer window to facilitate conversion of loft into habitable accommodation	172 High Street Codicote Hitchin Hertfordshire SG4 8UB

Submitted Plan Nos

Proposed Second Floor Plan Location Plan Proposed First Floor Plan Proposed Ground Floor Plan
Proposed Roof Plan Proposed Second Floor Plan Site Plan Section AA Plan Existing Elevation Plans
Existing First Floor Plan Existing Ground Floor Plan Existing Roof Plan Proposed Elevation Plans

1.0 Policies

D1	Sustainable design
D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
SECN12	Achieving well-designed places
SECN9	Promoting sustainable transport
SP6	Sustainable transport
T2	Parking
SP9	Design and Sustainability

2.0 **Site History**

- 2.1 25/00320/LDCP - Insertion of rear L-shaped box dormer window with Juliet balcony and front rooflight to facilitate conversion of loft into habitable accommodation – Approved 24/03/25.

3.0 **Representations**

- 3.1 **Neighbours** – The following comments were received from No. 4 Winch Close:
- ☐ The plans show no change to the rear elevation.
 - ☐ Support the application.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The site is a two storey detached dwelling with a pitched roof on a corner plot. The site is in a residential area comprised of semi-detached, terraced and detached dwellings.

4.2 **Proposal**

- 4.2.1 The proposal is for a front dormer with a pitched roof, to facilitate a loft conversion. The number of bedrooms would be increased from three to four.

4.3 **Key Issues**

- 4.3.1 The key material considerations are design, impacts on neighbour amenity, and parking.

Design

- 4.3.2 The new dormer would be a small addition to the front roof slope, and would not be of such a size that it would visually dominate the roof slope. The use of a pitched roof would be in keeping with the design of the dwelling.
- 4.3.3 The dormer would have cheeks of a small height relative to the height of its roof, and would be centred above and close to the pitched roof ridge of a two storey front bay window. This would result in the dormer being of a more unusual size and appearance, and would appear 'squashed in' to some extent on the part of the front roof slope above the bay window.
- 4.3.4 The proposed dormer is not however overall considered harmful to the character and appearance of the dwelling due to its small size and is it would be distinct from the bay window below. The dormer would also be high on the front roof slope which would minimise its prominence.
- 4.3.5 The addition of a front dormer is considered acceptable in this part of the High Street as some other nearby dwellings feature front dormers with pitched roofs, including neighbour No. 174. While the proposed dormer would be unusually small, it's considered that it would compare favourably with other nearby dormers which are larger and more visible in the street scene. The design is considered acceptable. The proposal complies with Policies D1 and D2 of the Local Plan, and Section 12 of the NPPF.

Neighbour amenity

- 4.3.6 The proposed dormer will not harm neighbour amenity as it will be small, set away from the closest dwellings, and will have a high level bathroom window that will not cause loss of privacy. Impacts on amenity are therefore acceptable. The proposal complies with Policy D3 of the Local Plan.

Parking

- 4.3.7 The proposal will increase the number of bedrooms from three to four. The site does not have parking provision and none is proposed. No additional parking is however required in the Local Plan under these circumstances, while the impacts of one additional bedroom on the locality is considered minimal and not a reasonable source of objection. The proposal complies with Policy T2 of the Local Plan.

4.4 **Conclusion**

- 4.4.1 In the absence of material planning reasons to the contrary it is my view that planning permission is **GRANTED**.

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.

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: 23 April 2025	