

DELEGATED FILE NOTE

CASE OFFICER: ...Harriet Sanders.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01660/FP	Installation of bulkhead light fittings following removal of existing light fittings to external elevation.	1 Station Place Letchworth Garden City Hertfordshire SG6 3AQ

Submitted Plan Nos

Location Plan AL-01A External Lighting Elevations as Existing 1 of 2 AL-02A External Lighting Elevations
as Existing 2 of 2 CEL-RCDC-03-GF-DR-E-6301 Rev T02 Sheet 1 of 2 CEL-RCDC-03-GF-DR-E-6302 Rev T02
Sheet 2 of 2

1.0 Policies

D1	Sustainable design
HE1	Designated heritage assets
D3	Protecting living conditions

2.0 **Site History**

2.1 None relevant.

3.0 **Representations**

3.1 Site notice and press notice and neighbour notification carried out. No comments received.

3.2 Letchworth Garden City Heritage Foundation – no response at the time of writing this report.

3.3 Env Health (Air Quality) – no objection.

3.4 Area Highway Development Control Manager - Highway Authority does not wish to restrict the grant of permission.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 No 1 Station Place is a large, 3 storey building with east, west and north frontages onto Station Place and East Cheap. It is located within the Conservation Area.

4.2 **Proposal**

4.2.1 Installation of bulkhead light fittings following removal of existing light fittings to external elevation.

4.3 **Key Issues**

4.3.1 The key material considerations when assessing the planning merits of the proposal are:

- design and appearance and impact on heritage assets.
- potential impact on neighbour amenity.

- Access, highways and parking.

Design and Appearance and Impact on Heritage Assets

- 4.3.2 NPPF policy DP3 requires proposals to respond to their context so that they integrate with and enhance their surroundings. NPPF policy HE6 refers to proposals affecting designated heritage assets and states that:

“1. When considering the potential effect of a development proposal on the significance of a designated heritage asset, substantial weight should be given to the asset’s conservation...”

2. Development proposals which would have a positive effect on a designated heritage asset should be supported.

3. Any harm to a designated heritage asset will be a matter of considerable importance and weight...”

- 4.3.3 Policy D1 of the Local Plan states that development will be granted provided the design of the development appropriately and positively responds to the site’s local context together with other criteria to encourage a positive and sustainable form of development. Local Plan policy HE1 sets out that planning permission for development proposals affecting Designated Heritage Assets or their setting will be granted where they incorporate a palette of materials that make a positive contribution to local character or distinctiveness and will lead to less than substantial harm to the heritage asset.
- 4.3.4 The site falls within the conservation area which is a designated heritage asset. The building is a prominent feature in the streetscape and makes a positive contribution to the character and appearance of the conservation area.
- 4.3.5 The existing elevation lighting is redundant and fails to illuminate the building well at night. The existing lighting will be removed and replaced with new lighting. The new lighting will consist of small black wall mounted units with down cast, decorative lighting. The units will be located in the peaks of the gables and between the first floor windows on the north and east elevations. The lighting is appropriately sited and of an acceptable design and appearance. No harm will arise to the character and appearance of the conservation area.

Impact on Neighbour Amenity

- 4.3.6 NPPF policy P3 refers to living conditions and pollution and states that development proposals should not give rise to, or contribute to unacceptable levels of amongst other things, artificial light, on or beyond the site. Policy D3 of the Local Plan permits development that does not result in unacceptable harm to the amenity of neighbouring occupiers and where necessary encourages the use of mitigation measures to reduce these impacts. This is generally reflected by the provisions within the NPPF.

- 4.3.7 The proposed lighting specification submitted with the application sets out that the units will emit a luminaire luminous flux of 378 lm which is a level suitable for accent, decorative lighting. This is unlikely to cause unacceptable harm to residential amenity for occupiers of the building or neighbouring the building.

4.4 **Conclusion**

- 4.4.1 The proposed replacement lighting is of an acceptable design and appearance and will not cause harm to the character and appearance of the designated heritage asset that is the conservation area. The level of lighting emitted will be modest and decorative and no unacceptable harm will arise to neighbouring residential amenity.

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.

Biodiversity Net Gain

1. This development is not subject to the statutory Biodiversity Gain Plan condition because it is considered exempt under the statutory exemptions (<https://www.gov.uk/guidance/biodiversity-net-gain-exempt-developments>) or transitional arrangements in respect of the biodiversity gain condition.

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  Anne McDonald Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 18 September 2026	