

DELEGATED FILE NOTE

CASE OFFICER: ...Saffron Loasby.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01369/NMA	Amendments to fenestration of rear facade (including a reduction in glazed area), adjusted rooflight size and position, and substitution of fibre-cement boards/slates for aluminium standing seam cladding (as non-material amendment to planning permission reference 25/01212/FPH granted on 28.08.2025).	31 Manor Crescent Hitchin Hertfordshire SG4 9LY

Submitted Plan Nos

227-033-NMA 227-034-NMA

1.0 Policies

2.0 **Site History**

- 2.1 25/01212/FPH - New two-storey extension with internal and external structural openings/alterations reconfiguration of the existing internal spaces. New roof lights and roof extension, external alterations and replacement windows and doors to the existing building to all elevations. Erection of a new garden storage and bin store (amended by plans received 18/08/25)
- 2.2 21/02697/FPH -Single storey rear extension, replace existing front elevation rooflight with a dormer window and insert dormer window to existing rear elevation roof slope (as a variation to planning permission 21/02546/FPH, withdrawn)

3.0 **Representations**

- 3.1 N/A

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 31 Manor Crescent is one half of a modest semi-detached bungalow under a pitched, tile roof. A flat roof, three pane casement box dormer overlooks the off-road parking provision to the front of the dwelling for up to two vehicles to the east, another dormer on the rear facing roof slope, overlooks the garden to the west. A footpath runs along the northern boundary which comprises a concrete block and wood panel fence over 2m in height. The rear garden is separated from its adjoining neighbour by another 1.8m close boarded timber fence. The plot benefits from enclosed rear garden space, the land of which rises to the west, with properties on Westward Avenue sitting higher than those in Manor Crescent.
- 4.1.2 The site is surrounded by further residential properties, comprising a mix of single storey, chalet and two storey dwellings. Many of these properties have had additions to the roof on the front or rear roof slopes, as well as varied extension designs.

4.2 **Proposal**

- 4.2.1 The original planning permission allowed an extension of the existing property by adding a contemporary designed two storey rear extension with a pitched and flat roof.

The addition, which extends the ground and first floor allows for an internal open plan living arrangement at ground floor and additional bedroom space at first floor. The permission also allowed for an additional dormer to the front roof slope, new roof lights, Larch cladding and a separate single storey outbuilding for bin and bicycle storage.

The following amendments to the original planning permission are proposed:

“Amendments to fenestration of rear façade (including a reduction in glazed area), adjusted rooflight size and position and substitution of fibre-cement board/slates for aluminium standing seam cladding.”

4.3 **Key Issues**

4.3.1 The key issue for consideration is whether the proposed amendments would constitute a material alteration to the previously approved scheme.

4.3.2 The parent permission ref: 25/01212/FPH was approved on 28th August 2025. The changes proposed under this NMA application are:

- The proposed casement windows at notes b, d, i, k and s are shown as Frame RAL 9005 (black)
- Note g refers to an amended rooflight size and position on the front roof slope.
- Note l advises of a change to the roofing material from fibre cement boards to aluminium standing seam cladding in dark grey.
- Note n shows minor additions to the larch mullions and window surround.
- Note s offers an amendment in casement type on the rear facing dormers.
- Note t proposes a bespoke ventilated aluminium ridge finish.
- Note u offers a new material finish to the roof slope between the two dormers on the rear of aluminium standing seam cladding in dark grey.
- Note v, offers reduced glazing on the rear ground floor openings.
- Note w informs of a brickwork base course to the rear to match the existing.
- Note x proposes flush extract vents in the roof slope and north side elevation.

4.3.3 The proposed alterations to the window design on the rear elevation, the change in size and location of the rooflights, flush vents, ridge finish and casement window finishes are all minor changes and are not considered to be a material change to the previously approved scheme.

4.3.4 The most obvious change is the dormer cladding, which originally proposed fibre cement boarding. The revision proposes aluminium standing seam cladding in dark grey, which whilst a different material, would be similar in colour and offer a smooth modern finish, complimentary of the more modern design approach. However, this proposed change would not significantly alter the overall appearance of the dwelling and therefore this is not considered to be a material change to the previously approved scheme.

4.4 **Conclusion**

4.4.1 The proposed changes to the scheme are not considered to be a 'material' alteration to the previously granted planning permission. A non-material amendment is **AGREED**.

5.0 **Recommendation**

5.1 That the non-material amendment is **AGREED**.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 12 June 2026	