

DELEGATED FILE NOTE

CASE OFFICER: ...Vicki Wood.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02886/FPH	Single storey side extension, extension to existing porch, and insertion of bay window to front elevation. Insertion of entrance door and window to front elevation of existing detached garage to facilitate conversion into habitable accommodation (as amended by plan received on 07/01/2026).	17 Parklands Royston Hertfordshire SG8 9HL

Submitted Plan Nos

137/25/1001 Rev D

1.0 Policies

1.0 **Local and National Policy**

1.1 **National Planning Policy Framework 2024 (NPPF)**

Section 2 – Achieving sustainable development

Section 12 – Achieving well-designed places

Section 14 - Meeting the challenges of climate change, flooding and coastal change

1.2 **North Hertfordshire Local Plan 2011-2031 (NHLP)**

Strategic Policies

Policy SP1 – Sustainable Development in North Hertfordshire

Policy SP2 – Settlement Hierarchy and Spatial Distribution

Policy SP9 – Design and Sustainability

Development Management Policies

Policy D1 – Sustainable design

Policy D2 – House extensions, replacement dwellings and outbuildings

Policy D3 – Protecting living conditions

2.0 **Relevant Site History**

2.1 None.

3.0 **Representations**

3.1 **Site and Neighbour Consultation** – No objections have been received to the amended plans received on 07/01/2026.

3.2 **Royston Town Council** – No objection subject to consideration must be given to the neighbours (no.15 Parklands) parking arrangements.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site is located on the south side of Parklands where the properties are situated at a much higher level than those on the north side of the road. The property comprises of a two-storey residential dwelling with front and rear gardens and a deep driveway to the west side of the dwelling. The driveway is currently open for the most part with a short

section of fencing against the western flank elevation and beyond to where this meets with an existing garage block. The driveways are narrow to both properties, the application site and the adjoining neighbour at no.15. A set of steps enable access from the driveway to the front entrance of the dwelling.

- 4.1.2 The application site is within the settlement boundary for Royston where development is generally acceptable subject to policy requirements.

4.2 **Proposal**

- 4.2.1 Single storey side extension, extension to existing porch, and insertion of bay window to front elevation. Insertion of entrance door and window to front elevation of existing detached garage to facilitate conversion into habitable accommodation (as amended by plans received on 10/12/2025).
- 4.2.2 The application has been amended to reduce the length of the existing boundary fence and bring it in line with the rear elevation of the existing dwelling.

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are as follows:
- The acceptability of the design of the proposed development and its resultant impact on the character and appearance of the area.
 - The impact that the proposed development would have on the living conditions of neighbouring properties.
 - The impact that the proposed development would have on car parking provision in the area.
 - The impact that the proposed development would have on the environment.

Design and Appearance

- 4.3.2 The objectives of the National Planning Policy Framework (NPPF) include those seeking to secure the creation of high quality, beautiful and sustainable buildings and places (Section 12 – Achieving well-designed places). Paragraph 131 of the NPPF states that *“Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities”*. In this regard, Policy D1 and D2 of the Local Plan are consistent with the objectives set out within the NPPF.
- 4.3.3 The site benefits from a relatively steep, long narrow driveway located to the west side flank elevation of the dwelling where off-street parking is provided for two vehicles. A proposed single-storey extension is proposed to the western flank elevation and would project 1.8 metres, extending for the depth of the dwelling. A mono-pitch roof form is proposed with an eaves height ranging between 2.4 metres to the rear and 3.1 metres to the front. Equally the ridge height ranges, with a mid-point measuring 3.9 metres from ground level. Openings would comprise of a doorway and window to the west side elevation and a window to the front elevation.
- 4.3.4 In terms of the party boundary, a distance of 0.8 metres would be maintained. The existing fence line which extends along the party boundary with no.15 for a distance of

1.7 metres forward of the existing rear elevation of the dwelling would be reduced to bring it in line with the existing rear elevation of the dwelling, thereby preventing any impact to existing parking arrangements with no.15.

- 4.3.5 In addition to an extension, a porch and bay window is proposed to the front elevation of the existing dwelling together with a reconfiguration of the stepped access, this would provide for pedestrian access directly onto Parklands as opposed to the existing arrangement which leads onto the driveway. The porch would project 2.0 metres beyond the front elevation of the existing dwelling and would be the first in this row to have a pitched roof. Despite there being no other pitched roof forms to the front elevations of these properties, I do not consider there to be sufficient grounds to justify a refusal based purely on design grounds and impact to the street scene in this location. Materials for both extensions would match those of the existing dwelling.
- 4.3.6 To the rear of the dwelling, an existing double garage block exists, the eastern one would benefit from the installation of a window and doorway to form additional habitable accommodation. Materials for these works would also match those of the existing dwelling.
- 4.3.7 A two-storey extension exists to the side flank elevation of no.29 Parklands where there is also a bay window, and there are several porches to front elevations. I am therefore satisfied that the size, scale and design of the proposed works would be sympathetic to the existing dwelling and would not harm the visual amenity of the area and would be in accordance with Section 12 of the NPPF and Policies D1 and D2 of the Local Plan.

Impact on Neighbouring Properties:

- 4.3.8 A core planning principle set out in the NPPF is to always seek to secure a good standard of amenity for all existing and future occupants of land and buildings. This principle is reflected in the provisions of Policy D3 of the Local Plan.
- 4.3.9 One objection from the neighbouring property no.15 Parklands was received in relation to the original and later amended plans prior to the receipt of the final amended plan received on the 7th January 2026. The objection related to the extension of the fence line along the party boundary. This objection has been resolved in the latest set of amended plans, and no further objection has been received. The original comment made by the Town Council in relation to the impact on parking arrangements to no.15 has been resolved.
- 4.3.10 I am satisfied that the proposal is in accordance with Section 12 of the NPPF and Policy D3 of the Local Plan.

Highways and Parking:

- 4.3.11 The dwelling is served by sufficient off-street parking spaces which would not be affected by the proposed development and is therefore considered to be in accordance with Policy T2 of the Local Plan.

Biodiversity Net Gain (BNG)

- 4.3.12 This development is not subject to the statutory Biodiversity Gain Plan condition because it is exempt under the statutory exemptions as set out in paragraph 17 of Schedule 7A of the Town and Country Planning Act 1990 and the Biodiversity Gain Requirements (Exemptions) Regulations 2024.

Environmental Implications

- 4.3.13 Section 14 of the NPPF sets out how the planning system should support the transition to a low carbon future. The principles set out in Section 14 are reflected in Policy D1 of the Local Plan, which sets out that development proposals should take all reasonable opportunities to reduce energy consumption and waste, retain existing vegetation and propose new appropriate planting, and future proof for changes in technology and lifestyle.
- 4.3.14 In my view, the proposed development would be unlikely to have any significant implications for the local environment in terms of carbon emissions and therefore would be generally in accordance with Section 14 of the NPPF and Policy D1 of the Local Plan.

4.4 **Conclusion**

- 4.4.1 The proposed development is considered acceptable and in accordance with Policies SP1, SP9, D1, D2 and D3 of the Local Plan 2011-2031 and Sections 2, 12 and 14 of the NPPF 2024.

4.5 **Alternative Options**

- 4.5.1 N/A

4.6 **Pre-Commencement Conditions**

- 4.6.1 N/A

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 extensions hereby permitted shall be built in external materials to match the existing dwellinghouse unless otherwise agreed in writing by the Local Planning Authority.

Reason: To protect the visual amenities of the locality and to comply with Policies D1 and D2 of the North Hertfordshire Local Plan 2011-2031.

Proactive Statement:

Planning permission has been granted for this proposal. The Council acted proactively through positive engagement with the applicant during the determination process which led to improvements to the scheme. 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	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 5 February 2026	