

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01073/FPH	Alterations to existing roof including raised ridge height and Insertion of rear box dormer with Juliet balcony and front rooflights to facilitate conversion of loft into habitable accommodation (as amended by plans received 02/07/2026)	55 Kings Road Hitchin Hertfordshire SG5 1RD

Submitted Plan Nos

ELA-21 3513-ELA-1-A 3513-ELA-12-A 3513-ELA-13-A 3513-ELA-3-B 3513-ELA-6-B

1.0 Policies

D1 Sustainable design

D2 House exts, replcmnt dwellings outbuild

D3 Protecting living conditions

T2 Parking

SECN12 Achieving well-designed places

SECN14 Meeting climate change,coastal,flooding

2.0 **Relevant Site History**

2.1 None relevant

3.0 **Representations**

3.1 **Neighbour Consultation** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site accommodates a mid-terrace two-storey dwelling situated on King's Road, Hitchin.

4.2 **Proposal**

4.2.1 Alterations to the existing roof to include a raised ridge height, insertion of a rear facing box dormer with two opening doors and full-length side windows with accompanying Juliet balcony, small casement window for the new bathroom and two front facing roof lights, to facilitate a loft conversion.

4.3 **Key Issues**

4.3.1 The key issues for consideration are as follows:

- Design and impact on local character;
- Impact on neighbour amenity;
- Highways and parking matters;
- Impact on the environment
- Biodiversity Net Gain (BNG)

Design and impact on local character:

- 4.3.2 Policy D1 of the Local Plan requires that development proposals respond positively to the site's local context. Policy D2 of the Local Plan requires extensions to houses and outbuildings to incorporate a design that is sympathetic to the main dwelling in terms of its scale, form and orientation and does not harm the character and appearance of the locality around the site. These policies are broadly consistent with Section 12 of the National Planning Policy Framework.
- 4.3.3 The proposed rear dormer would have a width of 5.3m, a maximum depth of 3.5m and a maximum height of 2.4m. This would see the height of the ridge increase by 250mm. The proposed external materials are timber/hanging tiles for the walls, felt to the roof and Upvc windows to match existing. The design includes 2no. modest front rooflights. The existing chimney would remain unaffected. The proposal would not appear incongruous to the grain of development along King's Road, as similar ridge height increases, roof height differences, front rooflights and rear dormers exist along the street.
- 4.3.4 Overall, the proposal is considered acceptable in design terms. Discussion and subsequent amendment have taken place to reconsider the size of the opening for the proposed new bedroom. Officers consider the originally proposed opening to be too large for the box dormer, thus resulting in a disproportionate amount of glazing at roof level. This has since been reduced offering a betterment in design and proportions to the host dwelling and the proposed dormer.
- 4.3.5 With the glazing amendment, the development would be appropriate in respect of its material palette, massing, and roof design. It would not harm the character or appearance of the host dwelling or the wider street scene. Accordingly, the proposed development complies with Policies D1 and D2 of the NHLP and Section 12 of the NPPF.

Impact on Neighbouring Properties:

- 4.3.6 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 NHLP.
- 4.3.7 In respect of neighbouring amenity, the proposed rear dormer is considered acceptable in scale and would be comparable to other dormers along King's Road. The amended

extent of rear glazing is considered appropriate in this context. As such, the proposal would not result in unacceptable harm to neighbouring living conditions by reason of overshadowing or overlooking.

- 4.3.8 The development is therefore considered to accord with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking:

- 4.3.9 The development includes an increase in the number of bedrooms from 3no. to 4no. The application site already fails to comply with Policy T2 of the NHLP, as there is no on-site parking. The parking provision remains unaffected, on-street parking exists, and the site is in a sustainable location; therefore, this would not be a strong enough reason for refusal.

Environmental Implications

- 4.3.10 The proposed development is not large enough in scale to cause significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Section 14 of the NPPF.

Biodiversity Net Gain:

- 4.3.11 This is a form of development which is exempt from BNG Legislation, defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 due to it falling under the scope of the 'de minimis' exemption.

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**.

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 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. 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: 2 July 2026	