

DELEGATED FILE NOTE

CASE OFFICER: ...Mark Simmons.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02892/LBC	Replacement of existing unauthorised double-glazed, white Upvc doors and window with double-glazed, white-painted timber doors and window in single-storey rear extension (part implemented in accordance with refs: 15/01545/1HH & 15/01585/1LB).	47 Hitchin Street Baldock Hertfordshire SG7 6AQ

Submitted Plan Nos

Existing Plans & Elevations 01/BM/15 rev B section B-B 01/BM/25 rev A Proposed Plans & Elevations 01/BM/15 rev B

1.0 Policies

HE1 Designated heritage assets

SECN16 Conserve + enhance historic environment

2.0 **Site History**

2.1 **75/00321/1** – Change of use from residential to commercial or professional office use.

R 17.04.1975

99/01606/1LB - Internal alterations to first and second floor bathrooms.
CON 17.01.2000

15/01545/1HH - Single storey rear extension (as amended by plan received 22 September 2015).
CP 08.10.2015

15/01585/1LB - Single storey rear extension. Internal works involving the removal of the internal wall between the kitchen and lounge (as amended by plan received 22 September 2015).
CCON 08.10.2015

3.0 **Policies**

3.1 Policy HE1 of the North Hertfordshire Local Plan 2011 – 2031 is relevant as are the following paragraphs of Section 16 of the National Planning Policy Framework (Dec 2024):

- ☐ 135 c) (*sympathetic to local character and history, including the surrounding built environment*),
- ☐ 207 (*local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting*)
- ☐ 210 (*desirability of new development making a positive contribution to local character and distinctiveness*),
- ☐ 212 (*great weight should be given to the asset's conservation*),
- ☐ 213 (*clear and convincing justification*), and
- ☐ 215 (*harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use*).

4.0 **Representations**

4.1 **Baldock, Bygrave and Clothall Neighbourhood Planning Group** – No comments received.

Press & site notices – No comments received.

5.0 **Planning Considerations**

5.1 **Site and Surroundings**

- 5.1.1 Nos. 45-53 Hitchin Street (formerly listed as no.37 The Wilderness) are grade II listed and are located within the Baldock Conservation Area. The building and the area are designated heritage assets for the purpose of applying the aims of the NPPF. The list entry is provided at the following link.

<https://historicengland.org.uk/listing/the-list/list-entry/1347621?section=official-list-entry>

5.2 **Proposal**

- 5.2.1 The application is described as: ***Replacement of existing unauthorised double-glazed, white Upvc doors and window with double-glazed, white-painted timber doors and window in single-storey rear extension (part implemented in accordance with refs: 15/01545/1HH & 15/01585/1LB).***

5.3 **Key Issues**

- 5.3.1 The key considerations here are in relation to the impact of the proposal on the listed building's special character and the impact upon the character and appearance of the Baldock Conservation Area.
- 5.3.2 Up until planning permission/listed building consent were granted under refs: 15/01545/1HH and 15/01585/1LB, only no.51 in the group has been extended at the rear and this was some time ago under ref: 76/00871/1LB.
- 5.3.3 The scheme considered in 2015 for the single-storey extension involved removing two sets of small-pane French doors and associated small-pane rectangular fanlights and building out across the width of the plot and to a depth of 4m. Being single-storey only and at the rear of the property, the impact upon the conservation area was considered limited and no harm would be caused. However, the impact upon the special character of the listed building was more significant. Although there is an element of symmetry to the rear aspect, this symmetry has been skewed not only by the addition at no.51 but also by the external painting of the rear brickwork to nos. 47 and 49 in two different pale colours.
- 5.3.4 Although Conservation raised concerns over the original submission in 2015, the following comments were offered in respect of the amended scheme at that time:

"Whilst I have sought to secure a scheme for two pairs of French doors on the rear elevation, I was unable to fully convince the applicant or his agent of this approach but the compromise of at least replacing the triple bi-fold (?) doors with a pair of patio doors to the right-hand side of the rear elevation is considered an improvement when compared with the original scheme. On balance, this approach is unobjectionable.

It is my understanding that the extension is to be constructed in brickwork which is then to be painted to match the existing. Whilst this is unobjectionable, I had assumed that each of the openings on the rear elevation would be finished with a splayed/flared brick arch over. This is not shown on the amended drawings, but this detail could, presumably, be conditioned?'

5.3.5 The development was conditioned, and attention is drawn to Conditions 3 and 4 below:

- ☐ Condition 3 - The extension shall be constructed in Flemish bond brickwork, with flared arches over each of the external openings and the brickwork painted to match the host building, unless otherwise agreed and approved in writing by the Local Planning Authority.
- ☐ Condition 4 - The new doors and window shall be constructed in timber and externally painted white and the window shall incorporate flush frames rather than storm proof frames unless otherwise agreed and approved in writing by the Local Planning Authority. Furthermore, 1:1 section details of the glazing bars for the new window and external doors shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of that part of the development hereby approved.

5.3.6 The extension was built in stretcher bond and with soldier course arches over each of the external openings as opposed to being constructed in Flemish bond brickwork, with flared arches over each of the external openings. In addition, the brickwork had not been painted to match the host building as also required by Condition 3. Furthermore, the new doors and windows were constructed in Upvc with the pair of doors and the small window having storm-proof frames.

5.3.7 A Breach of Condition Notice was served, and Section 5 (see bullet points below) of the Notice sets out the requirements to secure compliance. The applicant's agent was informed that in simple terms, a planning application (to be precise an application for listed building consent) should be submitted proposing timber window and door details to replace the existing UVPC, as they are unacceptable and fail to preserve the special character of the listed building.

1. Arrange for remedial building works to be undertaken to paint the extension to match the host building.
2. Submit a Discharge of Condition (DOC) application to agree the glazing bars and windows to be used.
3. Replace existing UPVC windows with what is agreed by the completed DOC application.

5.3.8 The brickwork was painted to match the host building and is unobjectionable. Regarding the window and doors, the agent has discussed the detailing of these with the Conservation Officer. Normally, with listed building work, 'through' glazing bars would be sought as opposed to 'applied' bars. However, on this occasion and in the context of what has been built, the details presented on drawing Section B-B are considered acceptable. It should be noted that for the doors an 18mm dgu is proposed with a 10mm cavity whereas for the window a 16mm dgu is proposed with an 8mm cavity.

5.4 **Alternative Options**

5.4.1 Nonapplicable.

5.5 **Pre-Commencement Conditions**

5.5.1 Nonapplicable.

5.6 **Conclusion**

5.6.1 It is considered that manufacturing the doors and window in timber incorporating the detailing set out in Section B-B will not occasion harm either to the listed building's special character or to the Baldock Conservation Area. The proposal will satisfy the provisions of Sections 16(2) and 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, the aims of Section 16 of the NPPF and the aims of Policy HE1 of the North Hertfordshire Local Plan 2011-2031.

6.0 **Recommendation**

6.1 I recommend that listed building consent be **GRANTED** subject to the following conditions:

1. The glazing system for the replacement timber window on the rear elevation of the single-storey rear extension shall be a 16mm unit with an 8mm cavity as stated on approved drawing Section B-B.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the Local Plan and to ensure the development is carried out in accordance with details which form the basis of this grant of listed building consent and to address previously unauthorised works.

2. The glazing system for the replacement timber single door and pair of timber doors on the rear elevation of the single-storey rear extension shall be an 18mm unit with a 10mm cavity as stated on approved drawing Section B-B.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the Local Plan and to ensure the development is carried out in accordance with details which form the basis of this grant of listed building consent and to address previously unauthorised works.

3. The unauthorised Upvc window, single door and pair of doors on the rear elevation of the single-storey rear extension shall be completely removed and replaced with a new timber window, timber single door and pair of timber doors in strict accordance with

Conditions 1 and 2 as noted above. The approved works shall be fully implemented within 6 months of the date of this approved listed building consent and the Local Planning Authority shall be notified in writing immediately following the completion of works.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the Local Plan and to ensure the development is carried out in accordance with details which form the basis of this grant of listed building consent and to address previously unauthorised works.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 6 January 2026	