

REPORT FOR INDEPENDENT INSPECTOR



111 Norton Way South

1. Matter for Consideration

1.1 The applicant subject of this appeal sought a ground floor rear extension.

2. Background

2.1 The subject property is a freehold detached house built in c.1910s. The surrounding area is designated as **Heritage Character Area**.

2.2 The property is an early Garden City property dating circa 1910s. Originally the property was a smaller M shaped building of two steeply pitched gables. A single storey addition was added in the 1960s followed by a first-floor side extension. This was detailed with steeply pitched dormers referencing the original steeply pitched clay plain tile roofs. A further rear first floor extension was added later which again references the steep gable roof.

2.3 The property has been the subject of the following applications:

Nature of Works	Outcome
Single storey side extension	Approved
First Floor side extension	Circa 1960s
Rear First Floor extension	1980s

2.4 Planning Permission was granted from North Hertfordshire District Council on 4th January 2019, reference 18/03064/FPH

2.5 Photographs are available in **Appendix A**.

2.6 A3 format copies of the drawings for the proposals, are available in **Appendix B**

2.7 The HAT minutes, HAC minutes and refusal letters are at **Appendix C**

2.8 AMC report is available at **Appendix D**

2.9 Case Studies are available at **Appendix E**.

3. Application

3.1 The application is for a single storey rear extension 4045mm deep and 5158mm wide. The footprint of the proposal complies with the Design Principles; however, the roof design and materials are contrary to the Design Principles relating to rear extensions.

3.2 The application was registered on 9th January 2019. There were no pre-application discussions prior to the application being received.

3.3 The application was refused by the Heritage Advisory Team at the Team Meeting of 31st January 2019 and the applicant requested that the case be reviewed by the Advisory Management Committee at its meeting of 7th March 2019. The review of the AMC was reported to the Householder Application Committee at their meeting of 26th April 2019 who upheld the decision of the HAT.

3.4 A request for the Independent Inspector was received in March 2019 and the appellant's Statement of Case has been submitted.

4. Scheme of Management and the Design Principles

4.1 The Scheme of Management under the Leasehold Reform Act 1967 in the covenants section at point 6 states:

Restriction on further development

6. Any owner shall not carry out any development redevelopment or alteration materially affecting external appearance of the enfranchised property or of any building or structure thereon save with the written consent of the

Corporation (which shall not be unreasonably withheld) and in accordance with plans drawings and specifications previously submitted to and approved by the Corporation. Any such development redevelopment or alteration shall be made in accordance with the approved plans drawings and specifications and shall be carried out in a good substantial and workmanlike manner with sound and proper materials.

4.2 Design Principles for the Heritage Character Area state:

Rear Extensions

- *Rear extensions should complement the character of the original house, utilising matching materials and detailing, and have balanced proportions and scale.*
- *Roof pitches can have a substantial impact on the appearance of a building; therefore, proposed roof pitches shall be consistent with the original roof design of the house*

5. Issues

- 5.1 There are two main inter-related strands to the refusal. The Design Principles are clear in that the proposed rear extension needs to match the original roof in terms of pitch as well as materials.
- 5.2 This is an early Garden City House dating from circa 1910 which was converted into Therapy rooms in the Sixties. One of the main characteristics of this property is the strong gable line to the front and rear elevations which has been respected by later extensions.
- 5.3 The original roofing pallet for Letchworth consisted of clay plain tiles or pantiles, a few thatched buildings and flat roofs tucked behind parapets. Slate was not used in the early pioneer years of the Garden City and this tradition has continued. The aim of the Design Principles is to ensure that traditional building materials are used wherever possible. In this case plain tiles are the existing roof material and any addition to the building should respect this material.
- 5.4 The proposed extension is located to the rear of the kitchen and would provide a link between this and the living room. There is no objection to the extension in terms of its proportions and location.
- 5.5 The proposed location of the extension does not easily facilitate a steep pitched roof as this would conflict with the first-floor window. This is a common issue when extending at ground floor and as such the Team have suggested three alternatives: -
- A flat roof with a brick on edge with tile creasing parapet with bricks to match. This would also allow a low-profile lantern to allow for light into the property. This could reference the brick mid band that wraps around the rear of the original building between the brick ground floor and rendered first floor.

- Utilise a lead or equivalent roof which can be laid at a shallow pitch.
 - A glass roof.
- 5.6 Whilst we are not averse to the use of modern materials having approved the use of plastic windows, conservatories and composite doors, the proposed product is not considered to have the character and appearance of a clay or concrete plain tile.
- 5.7 The proposed slates are not considered to match the colour, appearance or texture of plain tiles. It is unlikely that these slates would weather to improve their appearance and as such the patina of age which the rest of the building will naturally acquire will not assist with this product.
- 5.8 A range of light weight roofing materials have been submitted to the Team and the view of the Team has remained consistent. No product submitted to the Team to this point has been able to match the characteristics of a plain tile. The Supalite slate submitted by the appellant did not overcome any of the Team's concerns about the appearance in terms of being an acceptable alternative for a plain tile.
- 5.9 The Team have considered several cases where these or similar products have been proposed. Appendix **E** sets out case studies.

6. Comments on Homeowners Case

- 6.1 The Statement of Case provided 18th June 2019 summarises the appellant's Heritage Assessment and Heritage Summary Reports submitted to the AMC in April 2019.
- 6.2 The appellant's Statements cover four main areas: -
- Lack of discussion
 - Issue of using man-made materials
 - Roof design - a secondary issue
 - Stifle good design – Design Principles

I shall deal with each issue and reference throughout the appellant's case documents.

6.3 **Lack of discussion** – The appellant has had opportunities throughout the consultation process and review process to discuss and put forward his case. He has been advised of the issues surrounding the proposed roof design and material. We have been consistent in our advice throughout this process.

6.4 I carried out a site visit on 14th January. I took the proposals to the Heritage Advice Team meeting on 17th January where it was agreed that: -

CP discussed this case.

- CP shall check whether the property is a HOSI.

- CP advised of concerns in relation to the proposed artificial slate roof. The team agreed that this should be a parapet or glazed.

- The team agreed that a better design is required.

The HAT agreed that CP shall discuss further with the applicant/agent.

6.5 The appellant was written to on 18th January 2019-

1. *Roof pitches can have a substantial impact on the appearance of a building; therefore proposed roof pitches shall be consistent with the original roof design of the house.*

The artificial slates are not in keeping with the plain clay tiles on the host building. To replicate the original roofline may be difficult and a flat roof tucked behind a brick parapet with a brick on edge detail may be a more appropriate design or alternatively a fully glazed roof could be utilised.

6.6 I met with the appellant on site on 30th January to discuss the proposals and the material. The case was discussed at the Team meeting, where a sample of the slate was available.

111 Norton Way South (34451) – Ground floor rear extension

CP discussed this case.

- CP advised that the applicant is proposing to install a 'Supalite' roof. The team agreed that this does not match the existing roof and is not of the correct roof pitch.

The HAT agreed that the application shall be refused.

6.7 The application was refused on 4th February 2019. The reasons for refusal were:

Rear extensions should complement the character of the original house, utilising matching materials and detailing and have balanced proportions and scale.

Roof pitches can have a substantial impact on the appearance of a building and the street scene; therefore, all proposed roof pitches and design of the roof and roof line should be consistent with the original roof design of the house.

The roof pitch and materials are not considered to be in keeping with the original plain tiles and steep roof pitches of the original building.

- 6.8 Following the refusal, the appellant enquired whether a crown roof would be acceptable. At its meeting of 7th February, the HAT considered a crown roof but agreed that the proposed Supalite slates would still not be considered appropriate and an application would not be supported.

111 Norton Way South (34451) – Ground floor rear extension

CP discussed this case.

- CP advised that following refusal of the application, the applicant has queried whether a crown roof would be acceptable? The team agreed that this would not be suitable with the tiles that were originally proposed.

The HAT agreed that CP shall discuss further with the applicant/agent.

- 6.9 The appellant asked the AMC to review the application at their meeting of 7th March 2019. The appellant submitted a Heritage Summary Report and a Heritage Assessment Report. The AMC met with the appellant, spending approximately half an hour on site. The AMC viewed the tiles and assessed the site. The AMC listened to the appellant's case.
- 6.10 The AMC Chair reported to the Householders Application Committee meeting of 26th April 2019. The HAC also visited the site and spent time discussing the proposed design and slate. They met with the appellant, listened to his case and viewed the slates which were set out on the dining room table. They also viewed the garden and the location for the proposed extension.
- 6.11 It is contended that the appellant was provided with ample opportunities to discuss his proposals with the Heritage Foundation.
- 6.12 **Modern Man-Made Materials** - The appellant asserts that the Team has a prejudice against man-made materials. The Heritage Foundation do allow modern man-made materials, but these materials need to be of a sufficient quality to match the materials they are purporting to be.
- 6.13 The Team are not averse to modern materials where they are considered to respect the appearance and characteristics of the built heritage.
- 6.14 The proposed extension fails to respect the traditional steeply pitched roofline of the host building. This is compounded by a plastic roofing material. The combination takes away from the integrity of the host building and fails to complement the built fabric. With all design, we aim for any works to these buildings to be sympathetic and in keeping with the host structure.
- 6.15 The use of uPVC for windows, for example has been in place for several years, however more attention to detail is expected in the Heritage Character Area where replacement windows are required to match the original design, have equal sight lines and external glazing bars to retain the characteristic and appearance of timber windows. For Homes of Special Interest, the criteria are more exacting with the insistence that mechanical joints are used as opposed to the industry standard of a welded joint.

- 6.16 The same criteria and thought are invested in other proposed materials for extensions. The Team have considered a number of warm roof slate systems for conservatories and for use on extensions and to date none of these have been considered to match a plain tile.
- 6.17 The Team has consented to the use of a false lead roof as an alternative. As lead is traditionally utilised for its ability to protect and cover shallow or flat roofs such as orangeries, bay windows and flat roofed dormers, it is considered to be a sensible alternative with historic precedent.
- 6.18 **Roof design** – The appellant contends that the pitch of the roof is a secondary and therefore minor point. The two elements are integral to each other. By wishing to use a product that purports to be a plain tile, it fundamentally needs to be utilised on a steep pitch roof. This is a fundamental point that the Design Principles have made clear. If the appellant wishes to utilise a plain tile solution, it will require a traditional steep roof pitch.
- 6.19 If the appellant chooses to utilise a different material, such as lead, there is opportunity for a shallower pitch than the host building.
- 6.20 If the appellant utilised a glass roof, again this would be acceptable at a lower pitch although this may not be the most appropriate solution in terms of energy efficiency.
- 6.21 The suggestions of a flat roof with a brick parapet with brick on edge detail and a tile creasing, is a traditional design which is commonly featured within the Heritage Character Area. It is a device to allow a single storey extension without conflicting with first floor windows. This also could reference back to the brick band detail on the original building.
- 6.22 **The Design Principles Stifle Good Design** – The appellant's case also centres around the use of the Design Principles and the stifling of good design.
- 6.23 The appellant argues that his design almost complies with the Design Principles and as such it should be granted consent. He is of the view that these are minor issues and that the overall design should be allowed.
- 6.24 The Heritage Foundation are of the view that the proposed extension lacks flare and imagination and has been designed from the inside out. It is argued that the design is pedestrian and fails to respect the host building.
- 6.25 It is the contention of the Heritage Foundation that the Design Principles have been well thought out and are an extremely helpful document in assisting agents and applicants to understand the requirements of the Heritage Foundation in terms of altering the external appearance of their properties. It is far from a tick list process.
- 6.26 The principle of the extension has been accepted but the proposed roof treatment in terms of the pitch and the material are not accepted. It is argued that these two elements are fundamental to the overall design and the

essence of the issue is the failure to respect the host building with a poorly designed roof.

6.27 The minutes for the AMC meeting are attached at Appendix C. At no point do the AMC agree with the comments made by the homeowner at this stage. The below extract from the minutes state: -

- 7.10 The Committee met with the applicant and viewed the property from the front and rear.
- 7.11 The Committee considered that the applicant was not prepared to enter into constructive discussion on the proposal.
- 7.12 The Committee agreed that the proposal did not complement the character of the host building
- 7.13 The Committee questioned whether the property should be listed as a HOSI, now that it is back in domestic use.
- 7.14 The Committee agreed that a flat roof scheme with a rooflight would be more acceptable and that this would allow the extension to be of increased height providing the spatial experience the applicant desires.
- 7.15 The Committee were unanimous in supporting the decision to refuse consent, made by the Heritage Advisory Team; due to the proposal not complementing the character of the host building.

6.28 It is considered that the two points of concern cannot be considered to be minor. The roof is one of the most important and integral parts of the design and it is a fundamental need to ensure that this is well designed and complements the host building.

6.29 It is regrettable that the pre-application process was not taken up by the applicant. This would have allowed for a collaborative approach and advice on materials and roof designs that would be considered to be acceptable and in line with the Design Principles

6.30 Unfortunately, the Heritage Foundation cannot consider the financial implications of the proposal and the Heritage Foundation have been clear and consistent in its design advice on this matter.

6.31 The HF are of the view that the proposed roof design and choice of materials will be detrimental to the host building.

7.0 Comments on the Heritage assessment

- 7.1 The Heritage Assessment Report is contained at Appendix 1.0 of the appellant's case. This provides further comments, the majority of which have been dealt with above. However, there are a few points that need clarifying:
- 7.2 At 1.3 it can be argued that the Figure 2 emphasises the concerns raised by the Heritage Foundation. A roofline cannot be created from a tenuous reference to the sprocketed eaves line of the gable roofs. The lean-to passage is a lean-to passage which again does not relate to the issues being addressed over the design of the extension. Matching as close as possible is not sufficient in terms of the material choice of the appellant. At 1.7 this argument is reiterated and again, the Heritage Foundation would argue that the external treatment of the proposal is not a good quality design. Unfortunately, the design has been created from the internal needs and aspirations of the appellant with a lack of consideration on its external impact on the host building.
- 7.3 1.10 This is the nub of the matter. The proposal is a hybrid and it is the Heritage Foundations view that once a solid roof is added to a design, the proposal automatically needs to be considered as an extension and as such has to comply with the relevant Design Principles.
- 7.4 Once this had been defined, the proposal needs to match the pitch and materials of the host building. Where this cannot be achieved, the homeowners are provided with a range of alternatives that would be considered to comply.
- If a shallow pitch is required, metal roofs in lead or zinc or their equivalent plastic materials can be utilised.
 - A flat roof tucked behind a parapet can be detailed
 - In the case of a conservatory, a glass roof can also work at a shallower pitch and would be consistent with the design.
- 7.5 At 1.15 the DPs are clear in the need for a use of tile to match the original. The appellant's argument that the Supalite slate is lighter only emphasises one of the key concerns about the lack of solidity of the product.
- 7.6 1.16 The building is not a Home of Special Interest, mainly due to it having been a surgery as well. It may be considered when the list is reviewed. However, regardless of its status the DPs for the Heritage and Modern Character Areas both consider rear elevations on all buildings within the scheme and both require good quality design.
- 7.7 2.0 It is argued that the proposed photographs submitted by the homeowner, only assist in proving the inadequacy of the product in visual terms. It is a poor pastiche that lacks the finesse and richness of traditional plain tiles.
- 7.8 In 3.0 the appellant emphasises the design path that he has taken. It is unfortunate that there was a lack of engagement with the Foundation prior to

submitting the application. A range of products and alternative designs could have been forthcoming, and a truly interesting and sensitive extension could have been borne out of these discussions.

- 7.9 In 4.0 the surrounding context is considered which shows a mix of residential and commercial properties as well as the car park. The historic core buildings at the heart of Letchworth utilise plain tiles and steep pitched roofs. The desire to ensure the integrity of the host building reflects the already existing historic values of the built heritage.
- 7.10 At 4.7 this is a traditional conservatory design.
- 7.11 At 4.9 This is a simple lean-to extension that sits and respects the steep pitches of the host building. This is the style of design that we would seek on our properties.
- 7.12 At 5.1 There is no objection to an extension to the property. It is unfortunate that it has been designed from within with little consideration of its external impact on the host building.
- 7.13 The Heritage Foundation wish to see a better designed roof, more in keeping with the host building. An extension that adds to the history and development of the building rather than a mediocre poor-quality addition that would cause harm to the host building.
- 7.14 The works and refurbishment of the house is welcomed and appreciated.

8. Conclusions

- 8.1 The Heritage Foundation appreciate the desire of the homeowner to accommodate his family but remain concerned about the impact of the extension and the precedent this may set.
- 8.2 It is our view that the homeowner can achieve his aspirations for an additional ground floor room as well as respect the external appearance of 111 Norton Way South.
- 8.3 Overall, it is our view that the application represents a clear breach of the Design Principles, which have been carefully formulated to avoid this type of alteration. The application fails to preserve the character and appearance of the existing property and the Heritage Character Area. This particularly relates to the design of the roof and the choice of material which are both contrary to the Design Principles.
- 8.4 As such, we do not consider that the application incorporates special circumstances to support the clear breach of the Design Principles.
- 8.5 It is therefore respectfully requested that this appeal is dismissed.

Appendix A – Photographs



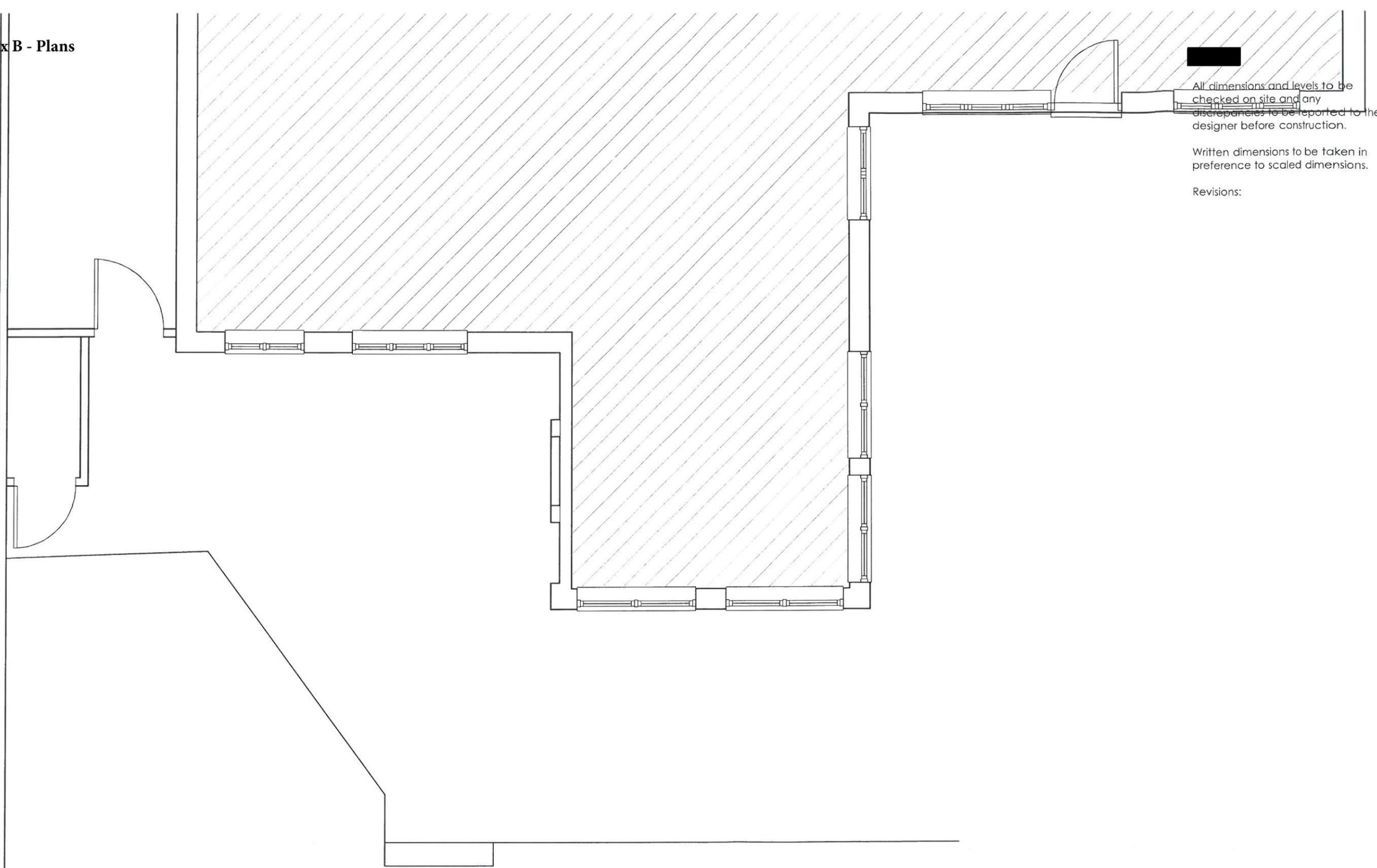
Rear Elevation showing proposed location for extension





House circa 1960s with surgery room added



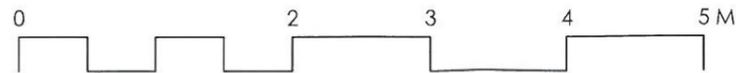


All dimensions and levels to be checked on site and any discrepancies to be reported to the designer before construction.

Written dimensions to be taken in preference to scaled dimensions.

Revisions:

1 Survey Rear Ground Floor (part)
Scale: 1:50



Job:
Rear Conservatory Extension to
111 Norfon Way South, Letchworth Garden City SG6 1NY

Client:
[Redacted]

Scale: 1:50
Sheet size: A3
Date: NOV 18

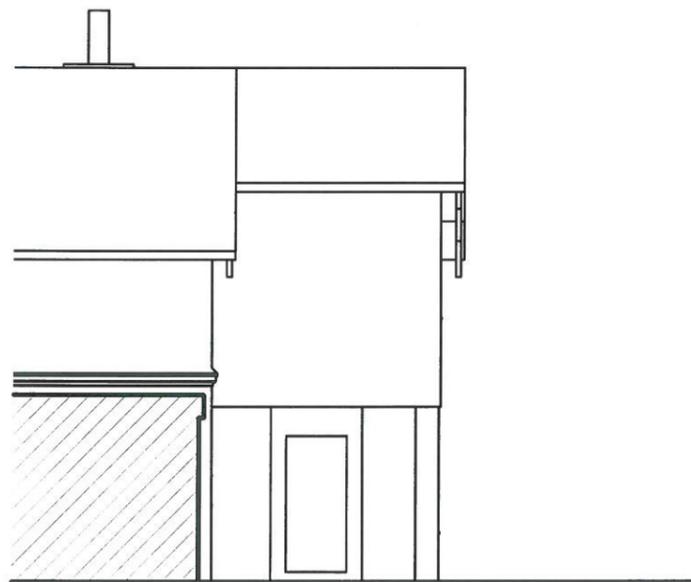
Drawing:
Survey Ground Floor Plan

Dwg no: 1901-01
Rev:

[Redacted]



1 Survey Rear Elevation
Scale: 1:100



2 Survey Side Elevation North (part)
Scale: 1:100



3 Survey Side Elevation South (part)
Scale: 1:100

All dimensions and levels to be checked on site and any discrepancies to be reported to the designer before construction.

Written dimensions to be taken in preference to scaled dimensions.

Revisions:

Client:

Date: NOV 18

Sheet size: A3

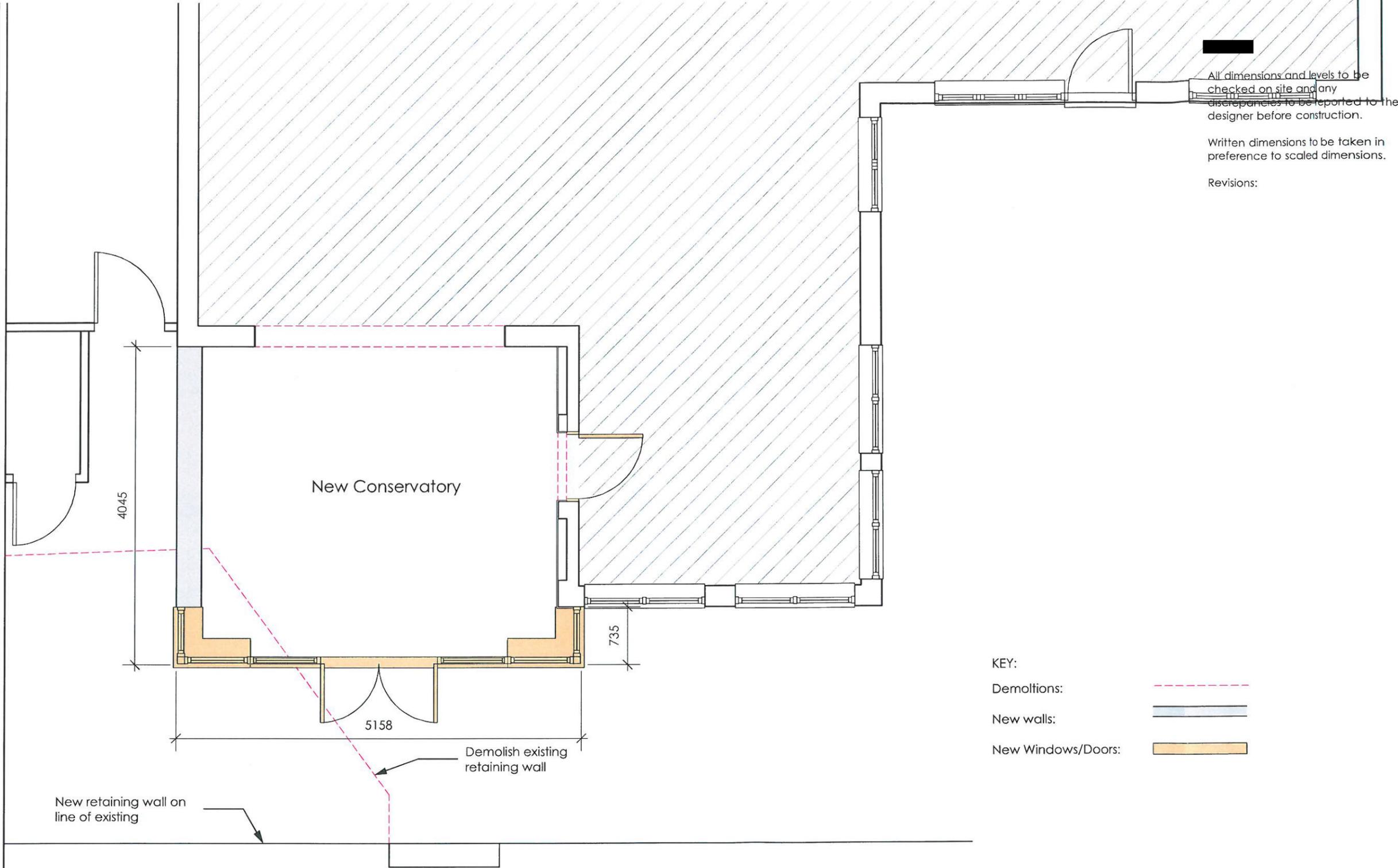
Scale: 1:100

Drawing:
Survey Elevations

Dwg no:
1902-02

Rev:

Job:
Rear Conservatory Extension to
111 Norton Way South, Leitchworth Garden City SG6 1NY



1 Proposed Conservatory Floor Plan
 Scale: 1:50

- KEY:
- Demolitions: ---
 - New walls: —
 - New Windows/Doors:

All dimensions and levels to be checked on site and any discrepancies to be reported to the designer before construction.
 Written dimensions to be taken in preference to scaled dimensions.
 Revisions:

Client: [Redacted]
 Drawing: **Proposed Ground Floor Plan**
 Scale: 1:50
 Sheet size: A3
 Date: NOV 18
 Dwg no: **1901-03**
 Rev:

Job: Rear Conservatory Extension to
 111 Norton Way South, Letchworth Garden City SG6 1NY
 [Redacted]



1 Proposed Rear Elevation
 Scale: 1:100

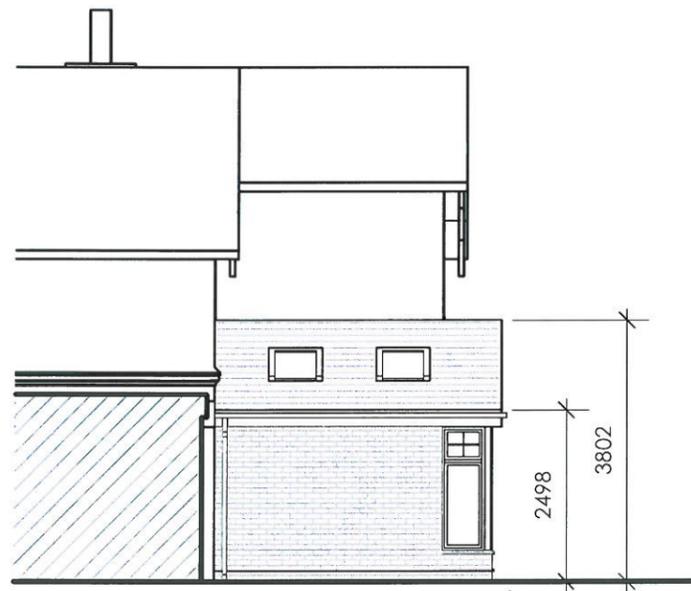
EXTERNAL FINISHES:
 Walls: Brickwork to match existing
 Roof: Artificial slate tiles
 Door and window: PVCu
 Rainwater items: PVCu

All dimensions and levels to be checked on site and any discrepancies to be reported to the designer before construction.

Written dimensions to be taken in preference to scaled dimensions.

Revisions:

Client: [Redacted]
 Drawing: **Proposed Elevations**
 Scale: 1:100
 Sheet size: A3
 Date: Nov 18
 Dwg no: **1902-04**
 Rev:

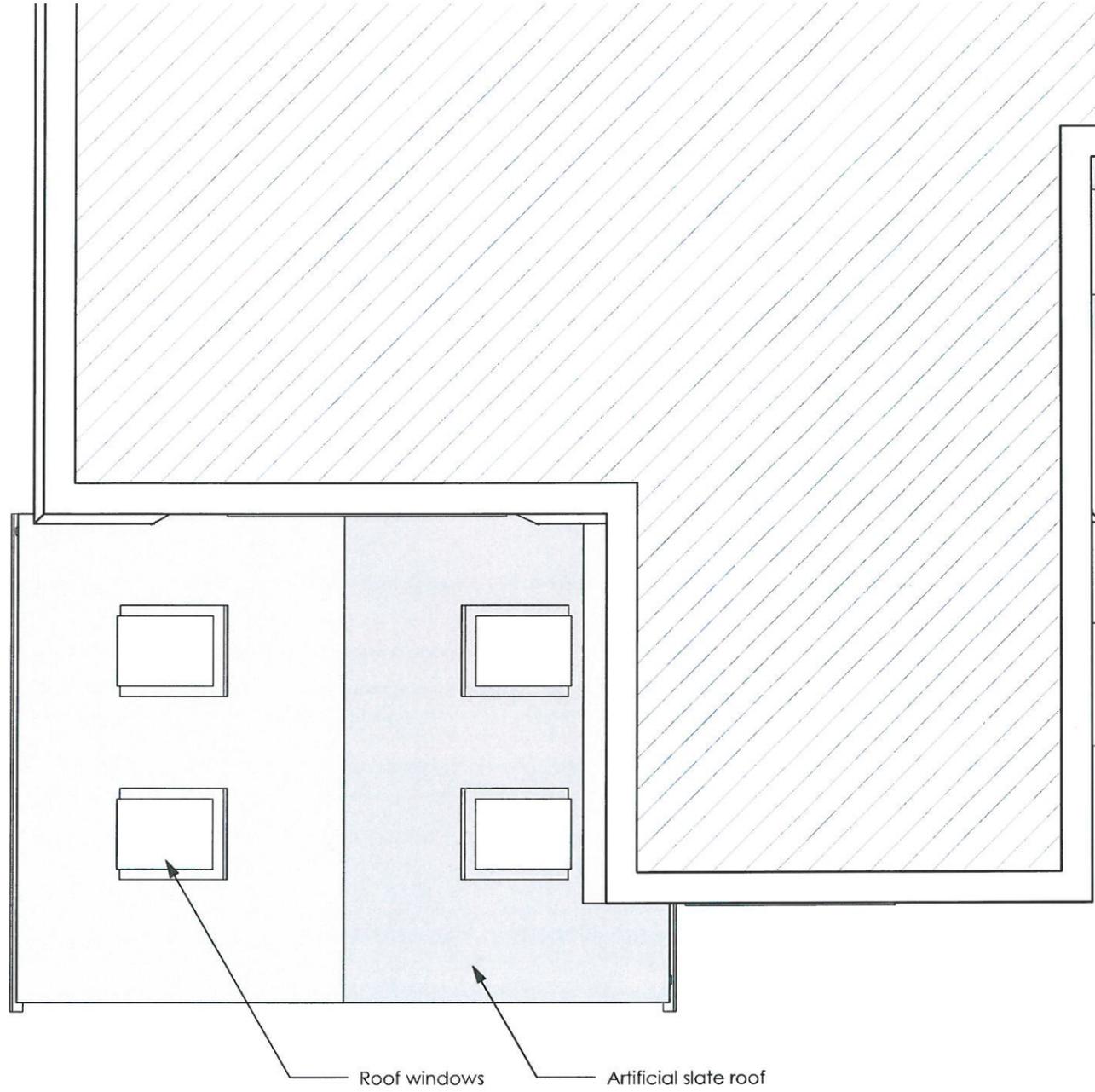


2 Proposed Side Elevation North (part)
 Scale: 1:100



3 Proposed Side Elevation South (part)
 Scale: 1:100

Job:
 Rear Conservatory Extension to
 111 Norton Way South, Letchworth Garden City SG6 1NY



All dimensions and levels to be checked on site and any discrepancies to be reported to the designer before construction.

Written dimensions to be taken in preference to scaled dimensions.

Revisions:

1 Proposed Roof Plan
Scale: 1:50

Client: [Redacted]

Scale: 1:50

Sheet size: A3

Date: NOV 18

Rev:

Dwg no: 1901-05

Proposed Roof Plan

Job: Rear Conservatory Extension to [Redacted]

Client: [Redacted]

Scale: 1:50

Sheet size: A3

Date: NOV 18

Rev:

Dwg no: 1901-05

Proposed Roof Plan

Job: Rear Conservatory Extension to [Redacted]

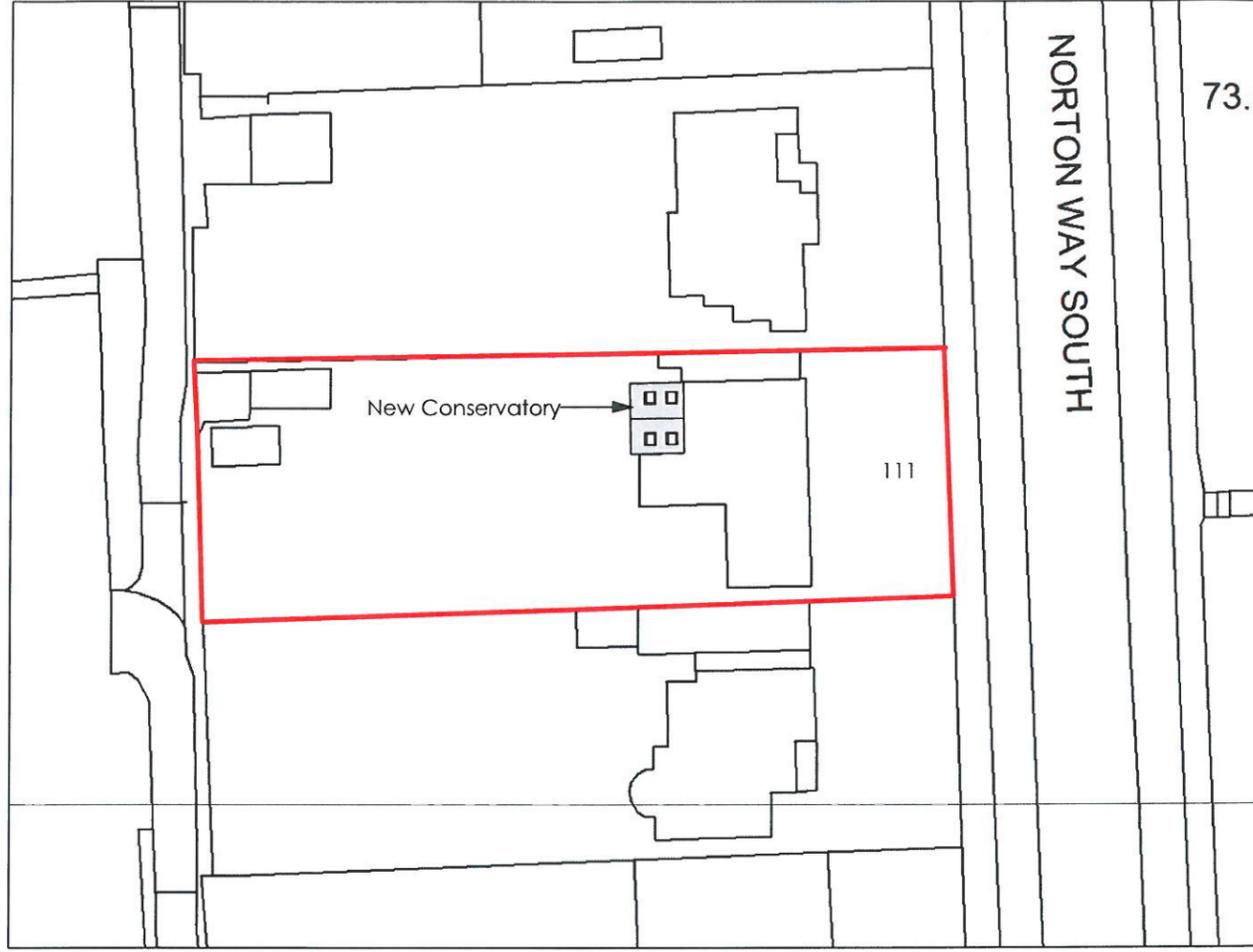
Client: [Redacted]

Scale: 1:50

Sheet size: A3

Date: NOV 18

Rev:



1 Block Plan
Scale: 1:500



All dimensions and levels to be checked on site and any discrepancies to be reported to the designer before construction.

Written dimensions to be taken in preference to scaled dimensions.

Revisions:



2 Location Plan
Scale: 1:1250

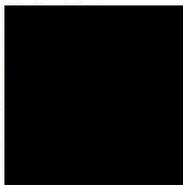


Appendix C – Extracts of HAT Minutes, HAC Minutes & Refusal Letters

Heritage Advice Team Meeting 17th January 2019

Meeting Notes

Letchworth
Garden City
Heritage Foundation

Subject: Heritage Advisory Team Meeting
Held On: 17th January 2019
Attendees:  CP
CS
GA
EP
TA
JW
DA
Apologies:

111 Norton Way South (34451) – Ground floor rear extension

CP discussed this case.

- CP shall check whether the property is a HOSI.
- CP advised of concerns in relation to the proposed artificial slate roof. The team agreed that this should be a parapet or glazed.
- The team agreed that a better design is required.

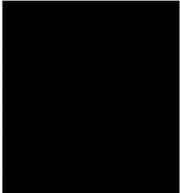
The HAT agreed that CP shall discuss further with the applicant/agent.

CP

**Heritage Advice Team Meeting
31st January 2019**

Letchworth
Garden City
Heritage Foundation

Meeting Notes

Subject: Heritage Advisory Team Meeting
Held On: 31st January 2019
Attendees:  CP
CS
GA
EP
JW
DA
TA
Apologies:

111 Norton Way South (34451) – Ground floor rear extension

CP discussed this case.

- CP advised that the applicant is proposing to install a 'supalite' roof. The team agreed that this does not match the existing roof and is not of the correct roof pitch.

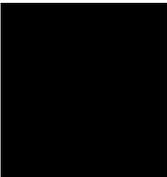
The HAT agreed that the application shall be refused.

CP

**Heritage Advice Team Meeting
31st January 2019**

Letchworth
Garden City
Heritage Foundation

Meeting Notes

Subject: Heritage Advisory Team Meeting
Held On: 7th February 2019
Attendees:  CP
CS
GA
EP
TA
JW
DA
Apologies:

111 Norton Way South (34451) – Ground floor rear extension

CP discussed this case.

- CP advised that following refusal of the application, the applicant has queried whether a crown roof would be acceptable? The team agreed that this would not be suitable with the tiles that were originally proposed.

The HAT agreed that CP shall discuss further with the applicant/agent.

CP

Householder Applications Committee
26th April 2019

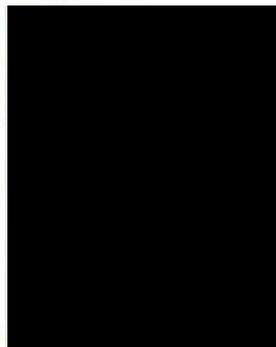
Meeting Notes

Letchworth
Garden City
Heritage Foundation

Subject: Householder Applications Committee Meeting

Held On: 26th April 2019

Voting Members



PB
RR
WA
JH
AG

Attendees:

GF
DA
CP
CS
GA
EH
EP
AC

Notes

111 Norton Way South – Ground floor rear extension

CP presented this case.

- The application relates to a Freehold property built in c1920s. It is located in the Heritage Character Area.
- CP advised that there have been several similar cases, proposing a similar Supalite product.
- CP advised that previous cases have been refused and alternative options have been considered and subsequently approved.
- CP confirmed that the applicant has been advised that a flat roof with a parapet and lantern would be more in-keeping.
- The Committee questioned whether a suitable alternative product could be publicised, in order to assist with future applications. CP advised that the Design Principles have been reviewed and amended and these shall be published shortly.
- CP advised that there is a suitable lead alternative.
- It was noted that the applicant has paid a deposit on the proposed product.
- The Committee carried out a site visit to the property.
- AC advised that the AMC felt that the ethos of the Garden City reflected an interest in natural materials, as opposed to plastic.
- The AMC also felt the design was not reflective of the principle of matching roof slopes.

- The AMC felt that the applicant was not willing to discuss alternative materials.
- AC advised that the AMC were unanimous in recommending refusal.
- The Committee agreed that the proposed roof tile is the main concern, and agreed the proposed space is acceptable. The proposal is not visible from the road and would not impact on neighbouring properties, but an acceptable roofing solution requires agreement.
- CP advised that an imitation lead roof would be an acceptable solution, due to the shallower pitch.
- The Committee agreed that the drawings demonstrate a proposed extension, as opposed to a conservatory.
- The Committee agreed that enough light could be achieved with a lantern.

The HAC agreed that the space could be approved, in principle. However, an acceptable roof will need to be agreed.

It was noted that if the applicant is not in agreement, the application will then be refused; this will provide an option to refer the decision to the Independent Inspector.

CP

Heritage Advisory Team Refusal Letter

4th February 2019

Letchworth
Garden City
Heritage Foundation

Our Ref: 34451

Date: 4th February 2019

[REDACTED]
111 Norton Way South
Letchworth Garden City
Hertfordshire
SG6 1NY

Dear [REDACTED]

**Ground Floor Rear Extension,
111 Norton Way South, Letchworth Garden City**

The application for the above proposal was considered by the Heritage Advisory Team at its meeting on 31st January 2019.

At this meeting the Team took into account all of the issues raised and after careful consideration the decision was to refuse consent for the proposal, as it contravened our Design Principles, for the following reasons:

Rear extensions should complement the character of the original house, utilising matching materials and detailing and have balanced proportions and scale.

Roof pitches can have a substantial impact on the appearance of a building and the street scene; therefore, all proposed roof pitches and design of the roof and roof line should be consistent with the original roof design of the house.

The roof pitch and materials are not considered to be in keeping with the original plain tiles and steep roof pitches of the original building.

I know this decision is disappointing; should you not agree with this decision, you can choose to seek for your application to be reviewed by the Advisory Management Committee who will report their findings to the Trustees. Should you wish to proceed with this, please can you ensure that we receive your written confirmation within 6 months of the date of this letter. You may also wish to provide a written statement in support of your review.

Please refer to our website for further information:

letchworth.com/your-home/application-process

Householder Applications Committee Refusal Letter

29th April 2019

Letchworth
Garden City
Heritage Foundation

Our Ref: 34451
Date: 29th April 2019

[REDACTED]
111 Norton Way South
Letchworth Garden City
Hertfordshire
SG6 1NY

Dear [REDACTED]

**Ground floor rear extension,
111 Norton Way South, Letchworth Garden City**

I refer to the above application.

I can confirm that the Advisory Management Committee (AMC), has reviewed the application and has recommended that the original decision to refuse is upheld.

The Householder Applications Committee has had an opportunity to consider the views of the AMC and supports the original decision to refuse consent for the proposal, as set out in our letter dated 4th February 2019.

We do have an Independent Inspector process which you may wish to consider, please refer to our website for further information:

letchworth.com/your-home/application-process

Should you have any further queries, would like to discuss the decision, or amend your proposal please contact me on the number below.

Yours sincerely



Claire Pudney
Heritage Advice Service Manager
home@letchworth.com
Tel: 01462 476017

Appendix D – AMC Report & Extracts of AMC minutes



111 Norton Way South

1. Matter for Consideration

1.1 An application for: Ground Floor Rear Extension

2. Information

2.1 Applicant: Mr Morris

2.2 Site: Freehold built 1920s. The surrounding area is designated as Heritage Character Area.

2.3 A copy of the refusal letter and the HAT minutes are available in **Appendix A**.

2.4 Photographs are available in **Appendix B**

A3 format copies of the drawings for the proposals, are attached at the end of this report.

2.5 An email requesting the AMC to review the scheme and a statement are available in **Appendix C**.

- 2.6 Planning Permission was granted from North Hertfordshire District Council on 4th January 2019.
- 2.7 The application is for a single storey rear extension 4045mm deep and 5158mm wide. The footprint of the proposal complies with the Design Principles; however the roof design and materials are contrary to the Design Principles relating to roof design.
- 2.8 The Design Principles state: -
- *Rear extensions should complement the character of the original house, utilising matching materials and detailing, and have balanced proportions and scale.*
 - *Roof pitches can have a substantial impact on the appearance of a building; therefore proposed roof pitches shall be consistent with the original roof design of the house*
- 2.9 The proposed roof pitch is too shallow and fails to respect the steeply pitched gables which are a key feature of the host building.
- 3.0 It is proposed to use Supalite tiles which the AMC and HAC have considered and rejected on other applications. It is felt that the whilst the tiles have been made to look like clay plain tiles, they do not have the character, nor the solidity compared to a real plain tile.
- 3.1 In negotiations, the applicant has been offered alternatives to overcome our concerns such as a fake leaded conservatory roof which has the insulation properties that the applicant wishes to achieve: a flat roof with a parapet with skylights: or a traditional glass conservatory roof.
- 3.2 The applicant has also been advised that external glazing bars will be required for the fenestration.
- 3.3 The AMC is asked to review the decision to refuse consent for the extension, which is contrary to the Design Principles.

Appendix A – Refusal Letter and HAT Minutes

**Letchworth
Garden City**
Heritage Foundation

Our Ref: 34451

Date: 4th February 2019

[REDACTED]
111 Norton Way South
Letchworth Garden City
Hertfordshire
SG6 1NY

Dear [REDACTED]

**Ground Floor Rear Extension,
111 Norton Way South, Letchworth Garden City**

The application for the above proposal was considered by the Heritage Advisory Team at its meeting on 31st January 2019.

At this meeting the Team took into account all of the issues raised and after careful consideration the decision was to refuse consent for the proposal, as it contravened our Design Principles, for the following reasons:

Rear extensions should complement the character of the original house, utilising matching materials and detailing and have balanced proportions and scale.

Roof pitches can have a substantial impact on the appearance of a building and the street scene; therefore, all proposed roof pitches and design of the roof and roof line should be consistent with the original roof design of the house.

The roof pitch and materials are not considered to be in keeping with the original plain tiles and steep roof pitches of the original building.

I know this decision is disappointing; should you not agree with this decision, you can choose to seek for your application to be reviewed by the Advisory Management Committee who will report their findings to the Trustees. Should you wish to proceed with this, please can you ensure that we receive your written confirmation within 6 months of the date of this letter. You may also wish to provide a written statement in support of your review.

Please refer to our website for further information:

letchworth.com/your-home/application-process

111 Norton Way South (34451) – Ground floor rear extension

CP discussed this case.

- CP advised that the applicant is proposing to install a 'supalite' roof. The team agreed that this does not match the existing roof and is not of the correct roof pitch.

The HAT agreed that the application shall be refused.

Appendix B – Photographs





Appendix C – Request for AMC Review

Claire Pudney

From: [REDACTED]
Sent: 04 February 2019 11:31
To: Claire Pudney
Subject: Re: 111 Norton Way South

Claire

I am disappointed that the proposed extension is still considered unacceptable. I still can not see how the proposal will damage the heritage character of the area (it is not possible to see the rear of the property outside from the garden itself) or detrimentally affect the property (see attached sketch).

I am trying to create a perfect home for my family and create an enjoyable space that we can live in for years to come. I was not expecting the heritage process to be the main hurdle preventing me from doing this.

The proposed extension is far superior in quality than a cheap plastic conservatory with glass roof (that I get the impression would be approved).

The refusal will ultimately stop us from being able to undertake the extension works without significant further cost, delay and compromise to the design.

Please add me to the upcoming AMC and advise what I need to submit / application process etc.

Do you still have the tile samples?

Regards

[REDACTED]

Extract from AMC Minutes

Advisory Management Committee Notes of the Meeting Held at The Spirella Building on 7th March 2019

Committee Members
in attendance - [REDACTED] (Chair)

Others in attendance - [REDACTED]

Apologies - None

7. 111 Norton Way South – Ground floor rear extension

- 7.1 CP explained the scheme to the Committee.
- 7.2 CP advised that the property is not a HOSI due to its Commercial link.
- 7.3 CP confirmed that the applicant has been advised that the Heritage Foundation does not accept SupaLite tiled roofing systems. CP advised that a parapet or lead roof was recommended as an alternative.
- 7.4 CP advised that the proposed extension is acceptable; however, the roof pitch is as it is, not consistent with the roof pitch of the host property.
- 7.5 CP advised that the gables are a very strong feature of the host property.
- 7.6 CP advised that the precedents which the applicant has provided only emphasise the team's concerns.
- 7.7 CP advised that the proposal has a detrimental impact on the overall building.
- 7.8 It was noted that the applicant has already paid a deposit to the contractor.
- 7.9 The Committee raised concerns as to how the materials may weather.

- 7.10 The Committee met with the applicant and viewed the property from the front and rear.
- 7.11 The Committee considered that the applicant was not prepared to enter into constructive discussion on the proposal.
- 7.12 The Committee agreed that the proposal did not complement the character of the host building
- 7.13 The Committee questioned whether the property should be listed as a HOSI, now that it is back in domestic use.
- 7.14 The Committee agreed that a flat roof scheme with a rooflight would be more acceptable and that this would allow the extension to be of increased height providing the spatial experience the applicant desires.
- 7.15 The Committee were unanimous in supporting the decision to refuse consent, made by the Heritage Advisory Team; due to the proposal not complementing the character of the host building.

Appendix E – Case Studies

██████ – Modern Character Area



Replacement conservatory –

Applicant submitted details for plastic slates – the Trustees upheld the concerns of the HAT and an alternative roofing material was agreed.

The mock lead finish was felt to be in keeping with the shallower pitch which worked well with the asymmetrical roof pitches of the original building.

██████████ – Modern Character Area



Application submitted for a warm roof for conservatory with imitation tile. Refused by the Heritage Advice Panel (precursor to the Householders Application Committee) in 2017

– Modern Character Area



Application for a rear extension with imitation tiled roof. This was refused in 2017. It was reviewed by AMC and refused by HAC in 2018.



Proposed plan

Proposed design which was considered to not match the original gable roof of the host building which was compounded by the choice of a lightweight false tiles that did not match the original concrete pantile roof

– Heritage Character Area



The applicant wanted to replace an existing polycarbonate roof which had come to the end of its life. A mock lead roof was suggested and approved. 2017 and fitted in 2018.