



**North
Herts
Council**

Correspondence address:

PO Box 10613, Nottingham, NG6 6DW

Telephone: 01462 474000

Application for Approval of Details Reserved by Condition

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

Mrs

First name

Helen

Surname

Jarvis

Company Name

Address

Address line 1

Annexe at Mill Corner

Address line 2

22 Charlton Road

Address line 3

Town/City

Hitchin

County

Country

Postcode

SG5 2AE

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Description of the Proposal

Please provide a description of the approved development as shown on the decision letter

Reference number

Date of decision (date must be pre-application submission)

Please state the condition number(s) to which this application relates

Condition number(s)

Has the development already started?

- ☒ Yes
☐ No

If Yes, please state when the development was started (date must be pre-application submission)

Has the development been completed?

- ☒ Yes
☐ No

If Yes, please state when the development was completed (date must be pre-application submission)

Part Discharge of Conditions

Are you seeking to discharge only part of a condition?

- ☒ Yes
☐ No

If Yes, please indicate which part of the condition your application relates to

The glazing of the two first floor windows serving bed 2 facing towards no 22 shall be changed to obscure glass and non opening below 1.7m above finished floor level within 3 months of the issue of this consent and be retained as such permanently.

Discharge of Conditions

Please provide a full description and/or list of the materials/details that are being submitted for approval

The glazing on the two first floor windows serving bed 2 facing towards no 22 is confirmed to be of an obscurity level in excess of Pilkington level 5; both windows have been changed to non opening below 1.7m above finished floor level. Internal wooden shutters are permanently fixed in front of both windows providing additional privacy.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent
☒ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☒ Yes
☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

25/02181/PRE

Date (must be pre-application submission)

10/09/2025

Details of the pre-application advice received

The development may be acceptable to the Local Planning Authority.

Declaration

I/We hereby apply for Approval of details reserved by a condition (discharge) as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Helen Jarvis

Date

28/03/2026