

Mr John Gass
Keepers Cottage
2A Orchard Way
Breachwood Green
Hitchin
SG4 8NT
United Kingdom

Our Ref : 25/01489/LBC

Contact : Kerry Andrews
Direct Line : 01462 474835
Email : kerry.andrews@north-herts.gov.uk
Date: 17 June 2025

Dear Sir / Madam,

Listed Building Consent :Replacement of 16no. single-glazed timber-framed windows with slim profile timber double glazed windows (as a variation of listed building consent ref: 24/02823/LBC granted on 04.02.2025 omitting Condition 2 thereof).

Keepers Cottage, 2A Orchard Way, Breachwood Green, Hitchin, Hertfordshire, SG4 8NT

I acknowledge receipt of your application received in my office on 9 June 2025. Unfortunately, the application is unable to be registered until the following matters have been addressed:

- 1 Please submit a O/S based location plan (scale 1:1250) highlighting the site boundary in red, and including the North arrow and at least one road name.
- 2 It is validation requirement all Listed Building Consent applications are accompanied by a Heritage Statement, therefore please submit the supporting document.

Please confirm you agree with the amended application description below:

Replacement of 16no. single-glazed timber-framed windows with slim profile timber double glazed windows (as a variation of listed building consent ref: 24/02823/LBC granted on 04.02.2025 omitting Condition 2 thereof).

If you wish to continue with this application, please submit the additional information required by the 15th July 2025 or contact this office to let us know when you are able to supply this request. If I do not hear from you, your application will be returned and a refund of the fee paid (£86.00) will be arranged by the Finance Department.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S Greaves', written in a cursive style.

Shaun Greaves
Development and Conservation Manager

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