

Friday, 11<sup>th</sup> July 2025

**For the attention of:**

Planning Control  
North Herts Council  
Council Offices  
Gernon Road  
Letchworth Garden City  
SG6 3JF

**Re: Planning Application for Change of Use, Hayes Cottage, 1 West Lodge, Putteridge Park, Luton, LU2 8LA**

Dear Sirs,

On 10-07-2025 we submitted an application for a change of use for the above address via the Planning Portal ref: PP-14147306,

We seek permission to change the use of this property from a 5 bed dwelling (C3) to a 5 bed children's care home (C2 residential institution).

The following documents relate to this application:

- 101AR-01 Site, Location and Parking Plans.
- 101AR-02 Existing and Proposed Floor Plans.
- 101AR-03 Existing and Proposed Elevations.
- Operational Management Plan.
- Planning Statement.

Should you anticipate any difficulty with the grant of planning approval or require any further information would you please contact me immediately so that your concerns can be addressed long before the determination date.

Yours faithfully,



**Kevin Smith MCIAT**



CIAT Chartered Practice partnered with Local Authority Building Control

Principal: Kevin Smith MCIAT

A: 10 Halfway Avenue, Luton, Bedfordshire, LU4 8RB, UK

E: kevinsmithMCIAT@gmail.com M: +44(0)798 1156 559

W: <https://www.linkedin.com/in/kevinsmithmciat/>

