

**Correspondence address:**

PO Box 10613, Nottingham, NG6 6DW

Telephone: 01462 474000

Application for Removal or Variation of a Condition following Grant of Planning Permission or Listed Building Consent

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	The Manor House
Address Line 1	Bancroft
Address Line 2	
Address Line 3	Hertfordshire
Town/city	Hitchin
Postcode	SG5 1JW

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

Easting (x)	Northing (y)
518517	229417

Description

Applicant Details

Name/Company

Title

Mr

First name

S

Surname

Parker

Company Name

Address

Address line 1

The Manor House Bancroft

Address line 2

Address line 3

Town/City

Hitchin

County

Hertfordshire

Country

Postcode

SG5 1JW

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Mark Scott

Surname

MSAD Architectural Design Ltd

Company Name

MSAD Architectural Design Ltd

Address

Address line 1

Bancroft House

Address line 2

34 Bancroft

Address line 3

Town/City

Hitchin

County

Country

Postcode

SG5 1LA

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of the Proposal

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

Internal alterations to include lower vertical sliding sash
secondary glazing units, to facilitate conversion of retail unit to
1 x 2 bedroom dwelling

Reference number

16/00323/1LB

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

16/05/2016

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

Condition number(s)

4 Full details as to the method of mechanical extraction to the kitchen, shall be
submitted to and approved in writing by the Local Planning Authority, prior
to the commencement of that part of the alterations hereby approved.

Has the development already started?

☒ Yes

☐ No

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

15/04/2021

Has the development been completed?

☒ Yes

☐ No

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

24/06/2024

Condition(s) - Variation/Removal

Please state why you wish the condition(s) to be removed or changed

the condition related to a hole being created in the exterior wall for the extractor fan for the kitchen. A recycling extractor fan has been fitted to the kitchen cooker and as such no hole in the fabric of the building was required.

If you wish the existing condition to be changed, please state how you wish the condition to be varied

The kitchen extractor fan shall be a recycling system with now new opening formed within the historical fabric of the building

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

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- ☒ Yes
☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ Yes
☒ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given by reference to the definition of “agricultural tenant” in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- ☐ The Applicant
☒ The Agent

Title

Mr

First Name

Mark

Surname

Scott

Declaration Date

04/09/2024

☒ Declaration made

Declaration

I/We hereby apply for Removal/Variation of a condition 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

Mark Scott MSAD Architectural Design Ltd

Date

04/09/2024