

**Correspondence address:**

PO Box 10613, Nottingham, NG6 6DW

Telephone: 01462 474000

Application for Planning Permission; Listed Building Consent for alterations, extension or demolition of a listed building

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	32
Suffix	
Property Name	
Address Line 1	Sun Street
Address Line 2	
Address Line 3	Hertfordshire
Town/city	Hitchin
Postcode	SG5 1AH

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

Easting (x)	Northing (y)
518394	229002

Description

Applicant Details

Name/Company

Title

Mr and Mrs

First name

Zahurul and Lauren

Surname

Islam and Comfort

Company Name

The Shack Hut Ltd

Address

Address line 1

68 Maple Close

Address line 2

Pulloxhill

Address line 3

Town/City

Bedford

County

Bedfordshire

Country

England

Postcode

MK45 5EF

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

Michael

Surname

Collins

Company Name

Michael Collins Architect LLP

Address

Address line 1

Suite 4a

Address line 2

30 Bancroft

Address line 3

Town/City

Hitchin

County

Hertfordshire

Country

England

Postcode

SG5 1LE

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s)

Change of use to include partial takeaway use in addition to existing restaurant use.

Internal alterations to create a new restaurant and kitchen, new external signage, the addition of a new ventilation system on the roof at the rear of the property, and enlarging the existing roof light/roof hatch.

Has the development or work already been started without consent?

- ☒ Yes
☐ No

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

01/02/2024

Has the development or work already been completed without consent?

- ☐ Yes
☒ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know
- ☐ Grade I
- ☐ Grade II*
- ☒ Grade II

Is it an ecclesiastical building?

- ☐ Don't know
- ☐ Yes
- ☒ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☐ Yes
- ☒ No

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes
- ☒ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes
- ☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☒ Yes
- ☐ No

b) works to the exterior of the building?

- ☒ Yes
- ☐ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- ☒ Yes
- ☐ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- ☒ Yes
- ☐ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Please refer to the attached design and access statement and drawings.

Materials

Does the proposed development require any materials to be used?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:

Floors

Existing materials and finishes:

To the rear kitchen area, vinyl and porcelain tiles.

Proposed materials and finishes:

New vinyl safety flooring.

Type:

Ceilings

Existing materials and finishes:

Plasterboard ceilings (to rear).

Proposed materials and finishes:

New suspended ceiling system.

Type:

Internal walls

Existing materials and finishes:

Late 20th century plasterboard and timber linings.

Proposed materials and finishes:

Painted MDF panelling, terracotta tiles.

Type:

Lighting

Existing materials and finishes:

Existing shop front lighting, existing late 20th century light fixtures (aluminium and plastic).

Proposed materials and finishes:

Modern black light fixtures, aluminium and plastic.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☒ Yes
☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Please refer to the attached design and access statement.

Site Area

What is the measurement of the site area? (numeric characters only).

97.80

Unit

Sq. metres

Existing Use

Please describe the current use of the site

Currently used as a restaurant, Class E.

Is the site currently vacant?

☐ Yes

☒ No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

☐ Yes

☒ No

Land where contamination is suspected for all or part of the site

☐ Yes

☒ No

A proposed use that would be particularly vulnerable to the presence of contamination

☐ Yes

☒ No

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

☐ Yes

☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

☐ Yes

☒ No

Are there any new public roads to be provided within the site?

☐ Yes

☒ No

Are there any new public rights of way to be provided within or adjacent to the site?

☐ Yes

☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

☐ Yes

☒ No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- ☐ Yes
☒ No

Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains sewer
☐ Septic tank
☐ Package treatment plant
☐ Cess pit
☐ Other
☐ Unknown

Are you proposing to connect to the existing drainage system?

- ☒ Yes
☐ No
☐ Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

Refer to the attached design and access statement.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- ☒ Yes
☐ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- ☐ Yes
☒ No

Will the proposal increase the flood risk elsewhere?

- ☐ Yes
☒ No

How will surface water be disposed of?

- ☐ Sustainable drainage system
☐ Existing water course
☐ Soakaway
☒ Main sewer
☐ Pond/lake

Trees and Hedges

Are there trees or hedges on the proposed development site?

- ☐ Yes
☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- ☐ Yes
☒ No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

b) Designated sites, important habitats or other biodiversity features

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

c) Features of geological conservation importance

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why they are exempt from doing so.

[Find out more about biodiversity net gain, and access digital tools from our partners that can help determine if you are exempt, or produce the biodiversity metric information required.](#)

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 (as amended)) would apply?

- ☐ Yes
- ☒ No

Please add all the exemptions or transitional arrangements that apply and provide a reason why

Exemption:

Retrospective planning permission

Reason for selecting exemption:

The works involves an existing building in an urban area.

Note: Please read the help text for further information on the exemptions available and when they apply

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ☒ Yes
- ☐ No

If Yes, please provide details:

The existing waste storage arrangements will be unaltered by these proposals.

Have arrangements been made for the separate storage and collection of recyclable waste?

- ☒ Yes
- ☐ No

If Yes, please provide details:

The existing waste storage arrangements will be unaltered by these proposals.

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ☐ Yes
- ☒ No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- ☒ Yes
- ☐ No

Please add details of the Use Classes and floorspace.

Use Class:

E(b) - Sale of food and drink for consumption mostly on the premises

Existing gross internal floorspace (square metres) (a):

82

Gross internal floorspace to be lost by change of use or demolition (square metres) (b):

82

Total gross new internal floorspace proposed (including changes of use) (square metres) (c):

82

Net additional gross internal floorspace following development (square metres) (d = c - a):

0

Totals	Existing gross internal floorspace (square metres) (a)	Gross internal floorspace to be lost by change of use or demolition (square metres) (b)	Total gross new internal floorspace proposed (including changes of use) (square metres) (c)	Net additional gross internal floorspace following development (square metres) (d = c - a)
	82	82	82	0

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

☒ Yes

☐ No

Existing Employees

Please complete the following information regarding existing employees:

Full-time

3

Part-time

0

Total full-time equivalent

3.00

Proposed Employees

If known, please complete the following information regarding proposed employees:

Full-time

5

Part-time

5

Total full-time equivalent

7.50

Hours of Opening

Are Hours of Opening relevant to this proposal?

- ☒ Yes
☐ No

Please add details of the the Use Classes and hours of opening for each non-residential use proposed.

If you do not know the hours of opening, select the Use Class and tick 'Unknown'

Use Class: Other (Please specify) Other (Please specify): Restaurant with takeaway component, Sui Generis Unknown: No Monday to Friday: Start Time: 11:30 End Time: 22:00 Saturday: Start Time: 11:30 End Time: 22:00 Sunday / Bank Holiday: Start Time: 11:00 End Time: 20:30

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- ☒ Yes
☐ No

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

Restaurant with a catering kitchen, please refer to the attached design and access statement and ventilation designers information.

Is the proposal for a waste management development?

- ☐ Yes
☒ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- ☐ Yes
☒ No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ☒ Yes
☐ No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste

The nature of waste disposal will be similar to that of the current restaurant use.

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

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
☒ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

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

Can you give appropriate notice to **all** the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

- ☒ Yes
☐ No

Certificate Of Ownership - Certificate B

I certify/ The applicant certifies that:

- ☒ I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates; or
☐ The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.

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

** 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990.

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

Hfl Accountants, Hfl House

Number:

1

Suffix:

Address line 1:

Saxon Way

Address Line 2:

Melbourn

Town/City:

Nr Royston

Postcode:

SG8 6DN

Date notice served (DD/MM/YYYY):

23/07/2024

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

Number:

31

Suffix:

A

Address line 1:

Sun Street

Address Line 2:

Town/City:

Hitchin

Postcode:

SG5 1AH

Date notice served (DD/MM/YYYY):

23/07/2024

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

The Hoxton Mix

Number:

Suffix:

Address line 1:

3rd Floor

Address Line 2:

86-90 Paul Street

Town/City:

London

Postcode:

EC2A 4NE

Date notice served (DD/MM/YYYY):

23/07/2024

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

Number:

68

Suffix:

Address line 1:

Maple Close

Address Line 2:

Pulloxhill

Town/City:

Bedford

Postcode:

MK45 5EF

Date notice served (DD/MM/YYYY):

23/07/2024

Person Role

☐ The Applicant

☒ The Agent

Title

Mr

First Name

Michael

Surname

Collins

Declaration Date

23/07/2024

☒ Declaration made

Declaration

I/We hereby apply for Full planning & listed building consent 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

Michael Collins

Date

23/07/2024