

For the attention of Alex Howard

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

28th January 2026

Dear Alex

**RE: Starwood House, Avenue One, Letchworth Garden City, Hertfordshire, SG6 2HB:
SUBMISSION OF DETAILS TO DISCHARGE CONDITIONS 7 OF PERMISSION 25/01196/FP**

On behalf of Letchworth Investment LLP ('the Applicant') please find enclosed an application to discharge condition 7 attached to Planning Permission 25/01196/FP ('the Planning Permission'. The Planning Permission approves:

“Erection of two buildings including three units for Flexible Use Classes including Eg (ii) (iii), B2, B8, including servicing, parking, access, landscaping”

The application was approved subject to conditions on 21 January 2026.

Condition 7 (Archaeological Written Scheme of Investigation)

Condition 7 is worded as follows:

No development, save for demolition and site clearance down to slab level, shall take place/commence until an Archaeological Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of archaeological significance and research questions; and:

- 1. The programme and methodology of site investigation and recording*
- 2. The programme for post investigation assessment*
- 3. Provision to be made for analysis of the site investigation and recording*
- 4. Provision to be made for publication and dissemination of the analysis and records of the site investigation*

5. *Provision to be made for archive deposition of the analysis and records of the site investigation*
6. *Nomination of a competent person or persons/organisation to undertake the works set out within the Archaeological Written Scheme of Investigation*

In support of the application we therefore submit:

- Project Design for Archaeological Monitoring and Recording (Dalfour MacLaren) October 2025
- Archaeological RAG Status & Site Investigation Location Plan (Dalfour MacLaren)

The document is informed by discussions held with the Senior Historic Environment Advisor, Hertfordshire LEADS, and North Hertfordshire District Planning Officers, and sets out how archaeological monitoring and recording will take place, and the process that will be undertaken in the event any archaeological features and/or deposits are encountered.

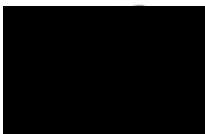
Pursuant to Condition 8, the demolition/development shall be carried out in accordance with the enclosed document, and pursuant to Condition 9, the development shall not be occupied/used until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation submitted for discharge with this letter.

Summary

Overall, we consider that the enclosed document provides sufficient information to fully discharge Condition 7 attached to planning permission 25/01196/FP.

Should you have any questions please do not hesitate to contact me.

Yours sincerely,



Lyndon Gill
Senior Director