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Manchester City Council
Planning Department
PO Box 532
Town Hall
Manchester
M60 2LA

15 April 2021

EP ref: 21-004

Clare Gascoigne
T: 01625 442 792
ClareGascoigne@emeryplanning.com

Dear Sir / Madam

Re: Planning Portal reference: PP-09742838
24A – 26 St John Street, Manchester, M3 4DJ

We have been instructed to submit an application for listed building consent for proposed internal alterations to listed building to improve existing office accommodation at the above site. The application comprises the following:

- Application form and ownership certificate
- EX(20)09 - Site Location Plan
- EX(20)10 - Site Layout Plan
- EX(20)05_Existing Basement GA
- EX(20)06_Existing Ground Floor GA
- EX(20)07_Existing First Floor GA
- EX(20)08_Existing Second Floor GA
- PL(20)06_Proposed Basement GA
- PL(20)07_Proposed Ground Floor GA
- PL(20)08_Proposed First Floor GA

Emery Planning is proud to support the Keaton Emery Memorial Foundation. To find out more about the charity, please visit www.keatonemeryfoundation.com

- PL(20)09_Proposed Second Floor GA
- Supporting Planning Statement and Heritage Assessment

We note that no planning is fee is payable for the application.

We trust that the above meets with your requirements and that you are able to validate and register the application. We look forward to receiving confirmation of your receipt of same.

Should you have any queries, please do not hesitate to contact this office.

Yours sincerely
Emery Planning

Clare Gascoigne

Clare Gascoigne DIP URP, MRTPI
Senior Consultant