

Application for a non-material amendment following a grant of planning permission.

Town and Country Planning Act 1990

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.

1. Site Address

Number	
Suffix	
Property name	University Of Chichester
Address line 1	Upper Bognor Road
Address line 2	
Address line 3	
Town/city	Bognor Regis
Postcode	PO21 1HR
Description of site location must be completed if postcode is not known:	
Easting (x)	494178
Northing (y)	99626

Description	
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2. Applicant Details

Title	Mr
First name	Keith
Surname	Blow
Company name	University of Chichester
Address line 1	University of Chichester
Address line 2	Bishop Otter Campus
Address line 3	College Lane
Town/city	Chichester

2. Applicant Details

Country

Postcode

PO19 6PE

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

Primary number

Secondary number

Fax number

Email address

3. Agent Details

Title

First name

Paul

Surname

Moisan

Company name

Saunders Architects LLP

Address line 1

Royal Mail House

Address line 2

Terminus Terrace

Address line 3

Town/city

Southampton

Country

Postcode

SO14 3FD

Primary number

Secondary number

Fax number

Email

4. Eligibility

Do you, or the person on whose behalf you are making this application, have an interest in the part of the land to which this amendment relates?

☒ Yes ☐ No

If you are not the sole owner, has notification under article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 been given?

☐ Yes ☐ No ☒ Not Applicable

5. Description of Your Proposal

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

Erection of 2 No. live-work units; change of use of existing student accommodation including internal alterations to form 2 No. dwellings, 2 No. new windows, new staircase & replacement of roof on outbuilding; reconfiguration of existing dwellings, replace existing timbers & roof joists on first floor; change of use from medical centre/offices to 2 No. flats & workshop. Creation of new private gardens, separation of this part of the site from the wider University campus, creation of a shared landscaped courtyard, creation of areas for parking & storage for bins & cycles. This application affects the character & appearance of the Upper Bognor Road & Mead Lane Conservation Area.

Reference number:

BR/351/19/PL

5. Description of Your Proposal

Date of decision

31/03/2020

What was the original application type?

Full planning & listed building consent

For the purpose of calculating fees, which of the following best describes the original application type?

- ☐ Householder development: Development to an existing dwelling-house or development within its curtilage
- ☒ Other: anything not covered by the above category

6. Non-Material Amendment(s) Sought

Please describe the non-material amendment(s) you are seeking to make

Relocation of a new fence to a new private garden to 71 Upper Bognor Road that will create separation from the wider University campus.

Are you intending to substitute amended plans or drawings?

☒ Yes ☐ No

If yes please complete the following

Old plan/drawing numbers

5542-100-D3 Site Plan Proposed

New plan/drawing numbers

5542-100-D5 Site Plan Proposed

Please state why you wish to make this amendment

The fence was shown in the wrong location in the original application. It was shown 8.5m north of the north facade to 71/71A Upper Bognor Road when the intent was it should be 5.0m north of the north facade to 71/71A Upper Bognor Road as now indicated.

7. 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

8. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

☒ Yes ☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

Mr

First name

James

Surname

Cross

Reference

Date (Must be pre-application submission)

18/11/2020

Details of the pre-application advice received

First we clarified that the red line boundary on the original application did not represent a boundary between different ownerships or even an existing physical boundary on site but just indicated the area within which the proposed works would be undertaken within the University's wider campus ownership. We explained that what we wished to amend was the location of a proposed new fence within the red line boundary but it did not itself require the red line to be repositioned as the new fence position would also be within the original red line. The advice received was that it should, therefore, be possible to deal with this as a non-material amendment. This view was backed up by Amy Myer in her email of 20-11-20, subject to this being verified by the planning officer assigned to this application or their team leader.

8. Pre-application Advice

9. 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.

☐ Yes ☐ No

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?

10. Declaration

I/we hereby apply for planning permission/consent as described in this form 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. ☐

Date (cannot be pre-application)

23/11/2020