



Arun District Council
 Maltravers Road
 Littlehampton
 West Sussex BN17 5LF
 Tel: 01903 737756
www.arun.gov.uk

Application for a Non-Material Amendment Following a Grant of Planning Permission

Town and Country Planning 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	75
Suffix	
Property Name	Vincent House
Address Line 1	Highfield Road
Address Line 2	
Address Line 3	West Sussex
Town/city	Bognor Regis
Postcode	PO22 8PD

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

Easting (x)	Northing (y)
493703	100082
Description	

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

Country

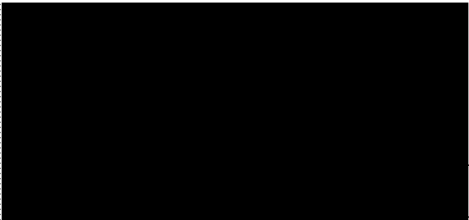
Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details



Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

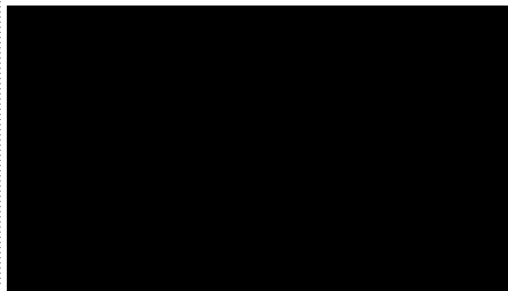
Address line 3

Town/City

Country

Postcode

Contact Details



Eligibility

Does the applicant have an interest in the part of the land to which this amendment relates?

- ☒ Yes
☐ No

If the applicant is not the sole owner, has notification under Article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) been given?

- ☐ Yes
☐ No
☒ Not applicable

Description of Your Proposal

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

Creation of 1 x 1 Bed & 1 x 2 bed Units to Roof space of existing Block with 2 x new car parking space and revised access provision.

Reference number

BR/222/21/PL

Date of decision

24/11/2021

What was the original application type?

Full planning permission

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

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

Non-Material Amendment(s) Sought

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

Addition of two High level Velux Windows

Please state why you wish to make this amendment

To reduce the aspect to the west elevation and allow for high level (1850mm above finished floor) south facing light into the proposed unit

Are you intending to substitute amended plans or drawings?

- ☒ Yes
☐ No

If yes, please complete the following details

Old plan/drawing numbers

001-P

New plan/drawing numbers

001-P-D

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

Declaration

I / We hereby apply for Non-Material Amendment as described in this form and 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 options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available 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



Date

14/02/2022