

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.

Please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

**1. Applicant Name and Address**

|                     |                     |               |             |
|---------------------|---------------------|---------------|-------------|
| Title:              | <i>Mr</i>           | First name:   | <i>Aran</i> |
| Last name:          | <i>BARBARA</i>      |               |             |
| Company (optional): |                     |               |             |
| Unit:               |                     | House number: | <i>5</i>    |
|                     |                     | House suffix: |             |
| House name:         | <i>DRAKE PARK</i>   |               |             |
| Address 1:          | <i>FELPHAM</i>      |               |             |
| Address 2:          |                     |               |             |
| Address 3:          |                     |               |             |
| Town:               | <i>BOGNOR REGIS</i> |               |             |
| County:             | <i>W/ST. SUSSEX</i> |               |             |
| Country:            |                     |               |             |
| Postcode:           |                     |               |             |

**2. Agent Name and Address**

|                     |                     |               |             |
|---------------------|---------------------|---------------|-------------|
| Title:              | <i>Mr</i>           | First name:   | <i>JEFF</i> |
| Last name:          | <i>WILSON</i>       |               |             |
| Company (optional): |                     |               |             |
| Unit:               |                     | House number: | <i>27</i>   |
|                     |                     | House suffix: |             |
| House name:         |                     |               |             |
| Address 1:          | <i>ROUND 2 AVE</i>  |               |             |
| Address 2:          | <i>FELPHAM</i>      |               |             |
| Address 3:          |                     |               |             |
| Town:               | <i>BOGNOR REGIS</i> |               |             |
| County:             | <i>W/ST. SUSSEX</i> |               |             |
| Country:            |                     |               |             |
| Postcode:           | <i>PO 22 8LL</i>    |               |             |

### 3. Site Address Details

Please provide the full postal address of the application site.

|                                                                                               |               |               |   |               |  |
|-----------------------------------------------------------------------------------------------|---------------|---------------|---|---------------|--|
| Unit:                                                                                         |               | House number: | 8 | House suffix: |  |
| House name:                                                                                   |               |               |   |               |  |
| Address 1:                                                                                    | DRAKE PARK    |               |   |               |  |
| Address 2:                                                                                    | FELDMAN       |               |   |               |  |
| Address 3:                                                                                    |               |               |   |               |  |
| Town:                                                                                         | BOGNOLE REG.S |               |   |               |  |
| County:                                                                                       |               |               |   |               |  |
| Postcode (optional):                                                                          |               |               |   |               |  |
| Description of location or a grid reference.<br>(must be completed if postcode is not known): |               |               |   |               |  |
| Easting:                                                                                      |               | Northings:    |   |               |  |
| Description:                                                                                  |               |               |   |               |  |
|                                                                                               |               |               |   |               |  |

### 4. 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).

Please tick if the full contact details are not known, and then complete as much as possible: ☐

Officer name:

DUTY PLANNER

Reference:

Date of advice (DD/MM/YYYY):

8th Jan 2015

Details of pre-application advice received:

DUTY PLANNER ADVISED ME TO COMPLETE THIS APPLICATION

### 5. 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 have answered No to this question, you cannot apply to make a non-material amendment.**

If you are not the sole owner, has notification under article 9 of the DMPO been given?

☐ Yes ☐ No ☒ Not Applicable

**If you have answered No to this question, you cannot apply to make a non-material amendment.**

If you have answered Yes to this question, please give details of persons notified:

| Person Notified | Address | Date of Notification |
|-----------------|---------|----------------------|
|                 |         |                      |
|                 |         |                      |
|                 |         |                      |
|                 |         |                      |
|                 |         |                      |

### 6. Authority Employee / Member

With respect to the Authority, I am:

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

Do any of these statements apply to you?

☐ Yes ☒ No

If yes please provide details of the name, relationship and role

|  |
|--|
|  |
|--|

## 7. Description Of Your Proposal

Please provide a description of the approved development as shown on the decision letter, including application reference number and date of decision in the sections below. Please also provide the original application type:

INSTALLATION OF A 900mm high by 700mm wide uPVC WINDOW  
CENTRALLY WITHIN THE WEST WALL OF THE EXISTING KITCHEN  
TO PROVIDE ADDITIONAL NATURAL DAYLIGHT TO THE NEW EXTENSION.

Reference number:

FR/69/11

Date of decision (DD/MM/YYYY):

1st June 2011.

What was the original application type?:  
(e.g. 'Full', 'Householder and Listed Building', 'Outline')

Full

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 ☐

## 8. Non-Material Amendment(s) Sought

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

APPROVAL FOR INSTALLATION OF ADDITIONAL WINDOW ON  
WEST ELEVATION.

Are you intending to substitute amended plans or drawings?

☐ Yes

☐ No

If Yes, please complete the following:

Old plan/drawing number(s):

20/AB/102 & 20/AB/105

New plan/drawing number(s):

20/AB/102/A & 20/AB/105/B.

Please state why you wish to make this amendment:

PROVISION OF ADDITIONAL LIGHT. OWNER HAS DECIDED TO REPLAN  
KITCHEN FOLLOWING CONSTRUCTION OF NEW EXTENSION WHICH  
ALLOWS INSTALLATION OF PROPOSED WINDOW AS PART OF NEW  
DESIGN.

### 9. Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application not being accepted. It will not be accepted until all information required by the Local Planning Authority has been submitted.

The original and 3 copies of a completed and dated application form: ☐

The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application: ☐

The correct fee: ☒ £250.00

### 10. Declaration

I/we hereby apply for planning permission/consent as [redacted] of this form and the accompanying plans/drawings and additional information.

Signed - Applicant: [redacted]

Or signed by: [redacted]

Date (DD/MM/YYYY):

15/07/2013

### 11. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address (optional):

### 12. Agent Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

Mobile number (optional):

Country code:

Fax number (optional):

Email address (optional):

### 13. 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? (Please select only one)

☒ Agent

☐ Applicant

☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Email address:

## Control of Advertisement and Other types of applications/notifications

|                                                                                                                                                                       |                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| Variation or removal of a condition on a planning permission or renewal of temporary permission                                                                       | <b>£195</b>                                                                                                               |
| Written confirmation of compliance, consent, agreement, approval or discharge of a condition or conditions attached to a planning permission                          | (i) Existing dwellinghouses/residential curtilages, <b>£28</b><br>(ii) All other cases, <b>£97</b> for each request       |
| Non-material changes to a planning permission                                                                                                                         | (i) Householder applications - <b>£28</b><br>(ii) All other applications - <b>£195</b>                                    |
| New planning permission to replace an extant planning permission, providing the original permission was granted <b>on or before 1<sup>st</sup> October 2010</b> only. | (i) Householder applications - <b>£57</b><br>(ii) Major developments - <b>£575</b><br>(iii) All other cases - <b>£195</b> |

## Prior Notifications

|                                                                                                                                                                                                                                       |             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Determination as to whether the prior approval of the authority is required for the siting, design and external appearance of agricultural or forestry buildings & operations or the demolition of a dwelling and/or other buildings. | <b>£80</b>  |
| Or development by electronic communications code operators                                                                                                                                                                            | <b>£385</b> |

## Application for a Certificate of Lawful Use or Development

|                                                                |                                                                                                                         |
|----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| (i) Where the use or development has already been carried out. | The sum payable as would be required in respect of a planning application to begin the use or carry out the development |
| (ii) Where it affects any failure to comply with a condition.  | <b>£195</b>                                                                                                             |
| (iii) Where it relates to a proposed use or development.       | Half the sum payable for the normal planning application fee.                                                           |
| (iv) Use as one or more separate dwellinghouses                | The sum payable as for the erection of dwellings (page 1)                                                               |

## Advertisements

|                                                                                                                                                                                                                                     |             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Advertisements, (i) on business premises relating to the business carried out at the premises; or (ii) directing the public to business premises in the locality of the advertisement site but which are not visible from the site. | <b>£110</b> |
| All other advertisements.                                                                                                                                                                                                           | <b>£385</b> |