

**Correspondence address:**

PO Box 10613, Nottingham, NG6 6DW

Telephone: 01462 474000**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

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

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

Easting (x) Northing (y)

Description

Applicant Details

Name/Company

Title

Miss

First name

Jessica

Surname

Cooper-Dunn

Company Name

Address

Address line 1

182 Glebe Road

Address line 2

Address line 3

Town/City

Letchworth Garden City

County

Hertfordshire

Country

United Kingdom

Postcode

SG6 1DY

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

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

Two storey rear extension with Juliet balcony to first floor, insertion of first floor windows to west (side) elevation, insertion of rooflights to existing north and south (front and back) roof slopes and alterations to existing fenestration. Single storey extension to existing detached garage for use as a workshop.

Reference number

Date of decision

What was the original application type?

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

Amendments as follows:

1. Exchange consented Juliet balcony on the rear (north) elevation of the 2-storey extension for a casement window in the same style to match the rest of the new windows.
2. New and replacement windows to the main house to be hardwood timber (sapele), rather than uPVC, with slimline double glazing but otherwise as consented (equal sightlines, glazing bars etc).
3. Adjust the placement of doors and windows on the garage/workshop to more closely replicate the 'as existing' arrangement of a pedestrian door (rather than a window) on the east elevation of the garage closest to the house - this was an oversight that should have been picked up prior to submitting the original application.
4. Exchange conservation roof light on rear roofslope for alternative product (Velux conservation rooflight NOT Clement product - wrong spec/link provided on original drawing).
5. Rainwater goods to be in black to match existing and as for neighbouring properties, rather than 'painted to match render' (white).

Please state why you wish to make this amendment

Minor amendments to improve design/function and to correct errors/inconsistencies in original drawings.

Are you intending to substitute amended plans or drawings?

☒ Yes

☐ No

If yes, please complete the following details

Old plan/drawing numbers

DP 1113/01-A

New plan/drawing numbers

DP 1113/01-B

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 the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published 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

Signed

Jessica Cooper-Dunn

Date

31/03/2025