



FEE PAID.

REC NO.

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	8
Suffix	
Property name	
Address line 1	Church Road
Address line 2	Farnborough
Address line 3	
Town/city	Orpington
Postcode	BR6 7DB

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

Easting (x)	544311
Northing (y)	164255

Description

**2. Applicant Details**

Title	
First name	Gengis
Surname	Kemal
Company name	High Elms Properties Ltd
Address line 1	1a Starts Hill Avenue, ORPINGTON, K
Address line 2	
Address line 3	
Town/city	Orpington

## 2. Applicant Details

Country	<input type="text" value="United Kingdom"/>
Postcode	<input type="text" value="BR6 7AU"/>
Are you an agent acting on behalf of the applicant?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

## 3. Agent Details

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="Gengis"/>
Surname	<input type="text" value="Kemal"/>
Company name	<input type="text" value="High Elms Properties Ltd"/>
Address line 1	<input type="text" value="1a Starts Hill Avenue, ORPINGTON, K"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Orpington"/>
Country	<input type="text" value="United Kingdom"/>
Postcode	<input type="text" value="BR6 7AU"/>
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email	<input type="text"/>

## 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

<input type="text" value="CONVERSION OF EXISTING VACANT RETAIL UNITS TO FORM 2 X 1 BEDROOM FLATS"/>	
Reference number:	<input type="text" value="20/01771/FULL2"/>
Date of decision	<input type="text" value="27/05/2021"/>

## 5. Description of Your Proposal

What was the original application type?

Full planning permission

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

install internal door to both flats, this is to access to each flat from the existing Communal entrance.  
there will not be any changes made to the layout or the external appearance of the properties.

Are you intending to substitute amended plans or drawings?

Yes  No

### If yes please complete the following

Old plan/drawing numbers

CR/06

New plan/drawing numbers

CR/06B

Please state why you wish to make this amendment

The changes are proposed to give the occupant the option of making better use of the lounge are, this will be possible by not using the original shop doors

## 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

First name

Surname

Reference

Date (Must be pre-application submission)

Details of the pre-application advice received

The advice was not a pre application one, it was a conversation with the Planning Investigation Officer, it was suggested by the planning team leader, that the way forward to archive the minor changes, was to apply for a non material change.

## 9. Authority Employee/Member

**With respect to the Authority, is the applicant and/or agent one of the following:**

## 9. Authority Employee/Member

- (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)