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For Official use

App No:

Date Rec:

Fee:



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

Stables, Borde Hill, Borde Hill Lane, Haywards Heath, West Sussex, RH16 1XP

Applicant Details

Name/Company

Title

Mrs.

First name

Jay

Surname

Goddard

Company Name

RNSC Trustee Company Limited

Address

Address line 1

c/o Agent

Address line 2

Address line 3

c/o Agent

Town/City

County

Country

c/o Agent

Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

Mr

First name

Tim

Surname

Rodway

Company Name

Rodway Planning Consultancy Limited

Address

Address line 1

293 Upper Shoreham Road

Address line 2

Address line 3

Town/City

Shoreham by Sea

County

Country

Postcode

BN43 5QA

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

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

VARIATION OF CONDITION NO. 2 RELATING TO PLANNING APPLICATION DM/23/0421 - TO AMEND THE APPROVED PLANS TO INCLUDE REVISIONS TO THE DESIGN OF THE EXTENSION, INCREASED SOFT LANDSCAPING AND REDUCTION IN HARD LANDSCAPING, AND MODEST INCREASE IN SIZE OF THE EXTERNAL PLANT ROOM (AMENDED PLANS RECEIVED 21 MARCH 2024)

Reference number

DM/23/3210

Date of decision

02/05/2024

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

Change to the approved application description to omit the reference to amended plans in brackets

Please state why you wish to make this amendment

In order to then allow a related S73 application (variation of approved plans condition) to proceed

Are you intending to substitute amended plans or drawings?

☐ Yes

☒ No

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

Claire Rodway

Date

18/08/2025