



6th Floor, River Park House, 225 High Road, Wood Green, London, N22 8HQ

Planning Service

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Tel: 020 8489 5504

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

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

- ☒ Yes
☐ No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

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

Retrofitting of existing house to improve thermal performance, including external wall insulation to rear facades, upgrade and alterations to roofs, alterations to openings at rear, drainage and downpipes, oriel windows to lower ground floor, new windows/doors, photovoltaics on roofs, and air source heat pump.

Reference number

HGY/2023/1499

Date of decision

22/11/2023

What was the original application type?

Householder 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

The non-material amendment is for the following changes:

- Omission of external wall insulation and metal cladding from rear and flank facades, along with associated works to drainage and windows. Existing brick facade to remain.
- Amendment to oriel windows on lower ground floor and external finish amended to render from metal cladding
- Relocation of heat pump from extension roof to rear garden
- New casement window on rear facade of main house amended to two sash windows repurposed from flank elevation
- Amendment to extract vent positions on rear facade
- External ground level slightly raised to suit new patio

Please state why you wish to make this amendment

We consider this application to constitute a non-material amendment, as the proposed changes to the oriel windows are minor in scale, confined to ground floor level, and do not materially alter the approved scheme.

The omission of the external wall insulation effectively retains the existing external condition and does not introduce any additional impact. The remaining amendments are similarly minor in nature and are considered less visually prominent and less contentious than the elements approved under the original permission.

Omission of external wall insulation and metal cladding

The external wall insulation and metal cladding have been omitted due to cost constraints and concerns regarding their visual impact within the surrounding area.

Amendments to the oriel window size and finish

The width and depth of the oriel windows have been increased to better align with the existing form and proportions of the rear outrigger. Following the omission of the external wall insulation and cladding, the oriel windows appear more visually prominent within the revised design. The walls at ground floor level will have a rendered finish, while the roof element will be finished in black waterproofing.

Relocation of heat pump

The heat pump has been relocated to a position that is more accessible for maintenance and less visually intrusive to neighbouring properties. Replacement of proposed rear casement window with two repurposed sash windows

The existing sash windows from the flank elevation were removed to facilitate construction of the oriel windows.

In the interests of sustainability and reducing material waste, these windows are proposed to be repurposed on the rear elevation of the main house in place of the previously approved large casement window.

Other amendments

The remaining amendments comprise minor revisions arising from typical feasibility, coordination, and buildability considerations encountered during the construction process.

The proposed amendments do not result in any material increase in scale, footprint, height, or massing, nor would they give rise to any additional overlooking, loss of light, or adverse amenity impacts to neighbouring properties. The amendments do not alter the overall design principles or intent of the approved development and are therefore considered minor in nature.

Are you intending to substitute amended plans or drawings?

☒ Yes

☐ No

If yes, please complete the following details

Old plan/drawing numbers

098_110_A_Proposed_Lower_Ground Floor_Plan
098_115_A_Proposed_Upper_Ground Floor_Plan
098_120_A_Proposed_First_Floor_Plan
098_125_A_Proposed_Second_Floor_Plan
098_130_A_Proposed_Roof_Plan
098_200_A_Proposed_Elevations
098_210_A_Proposed_Elevations
098_220_A_Proposed_Elevations
098_230_A_Proposed_Elevations
098_300_A_Proposed_Section

New plan/drawing numbers

098_110_B_Proposed_Lower_Ground Floor_Plan
098_115_B_Proposed_Upper_Ground Floor_Plan
098_120_B_Proposed_First_Floor_Plan
098_125_B_Proposed_Second_Floor_Plan
098_130_B_Proposed_Roof_Plan
098_200_B_Proposed_Elevations
098_210_B_Proposed_Elevations
098_220_B_Proposed_Elevations
098_230_B_Proposed_Elevations
098_300_B_Proposed_Section

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

Thomas Powell

Date

20/05/2026