



Application Number	
Date Logged	
Receipt No	Fee Received
Card	Other
KIRKLEES COUNCIL VALIDATION CHECKLIST	SUPPLY 1 COPY ONLY

Planning - PO Box 1720, Huddersfield, HD1 9EL  
E-mail: [planning.portal@kirklees.gov.uk](mailto:planning.portal@kirklees.gov.uk) Tel: 01484 414746

## 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

Mr & Mrs

First name

Surname

Ludlam

Company Name

### Address

Address line 1

231 Wakefield Road

Address line 2

Lepton

Address line 3

Town/City

Huddersfield

County

Kirklees

Country

United Kingdom

Postcode

HD8 0DH

Are you an agent acting on behalf of the applicant?

Yes

No

### Contact Details

Primary number

07496231041

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

07496231041

Secondary number

Fax number

Email address

christian@studiovc.co.uk

## 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

Erection of single storey rear extension.

Reference number

2023/62/93136/W

Date of decision

26/01/2024

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

Change from lean to roof to flat roof.

Please state why you wish to make this amendment

Proposed lean to roof pitch would need to be reduced to approximately 12 degrees and the applicant would prefer to form a flat roof with a fixed roof light to avoid potential future water ingress.

Are you intending to substitute amended plans or drawings?

- Yes  
 No

If yes, please complete the following details

Old plan/drawing numbers

23-55-01 Existing ground and first floor plans.  
23-55-02 Existing elevations.  
23-55-03A Proposed ground floor plan, roof plan & site plan.  
23-55-04A Proposed elevations.

New plan/drawing numbers

23-55-03B Proposed ground floor plan, roof plan & site plan.  
23-55-04B Proposed elevations.

## 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

**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

None given

First Name

None given

Surname

None given

Reference

Email from planning department to applicant.

Date (must be pre-application submission)

22/08/2024

Details of the pre-application advice received

Email reply extract below:

Dear Jill,

The amendment you are addressing would be considered as a 'Nonmaterial amendment'.

Requests for a non-material amendment must be made on the correct form and accompanied by the relevant drawings and plans.

The information you need to provide with any application you choose to submit is detailed on the Validation checklist which can be viewed under the heading 'Guidance and advice notes' on the Kirklees Planning and development website here.

Please note that this is an officer opinion only. All advice and guidance within this email is given without prejudice and with the intention of being helpful and informative; however, this email cannot be binding upon the Council in the determination of any future planning application. These comments are given on the basis of the information submitted and without the benefit of a site visit having been undertaken. The Council reserves the right to review the situation in the future.

Regards

Kirklees Planning Services  
Economy & Infrastructure – Planning & Development  
PO Box B93  
Huddersfield  
HD1 2 JR

## 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

Christian Harvey

Date

27/08/2024