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 **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: 1

Suffix:

Property Name:

Address Line 1: Dorchester Road

Address Line 2: Fixby

Address Line 3: Kirklees

Town/city: Huddersfield

Postcode: HD2 2JZ

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

Easting (x): 414831

Northing (y): 420457

Description:

Applicant Details

Name/Company

Title

First name

MUNAZA

Surname

Mir

Company Name

Address

Address line 1

15

Address line 2

Woodland Rise

Address line 3

Town/City

Huddersfield

County

Country

GB

Postcode

HD2 2SZ

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

Applicant 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?

- [x] 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
- [x] 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, alterations to convert garage to living accommodation, loft conversion, erection of rear dormer extension and alterations

Reference number

2026/90577

Date of decision

24/04/2026

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?

- [x] **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 proposed non-material amendment is to alter the approved roof design of the extension from a sloping/pitched roof to a flat roof incorporating a roof lantern, as shown on the submitted revised drawing.

The footprint, position and use of the approved extension remain unchanged. The amendment is limited to the roof design and the addition of the roof lantern.

Please state why you wish to make this amendment

The amendment is requested to provide a flat roof design with a roof lantern, which is considered to provide a more suitable and practical design for the proposed extension. The amendment will also allow additional natural light into the extension through the roof lantern.

There is no change to the footprint, position or use of the approved extension. The proposed amendment is limited to the roof design.

Are you intending to substitute amended plans or drawings?

- [x] Yes
- [ ] No

If yes, please complete the following details

Old plan/drawing numbers

Ely St ES1513 - 02 - Ground Floor Layout
DorchesterRd1_5
DorchesterRd1_1

New plan/drawing numbers

Ely St ES1513 - 02A - Ground Floor Layout

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- [ ] Yes
- [x] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- [ ] The agent
- [x] The applicant
- [ ] Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- [x] 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

***** REDACTED ******

First Name

***** REDACTED ******

Surname

***** REDACTED ******

Reference

2026/90577

Date (must be pre-application submission)

02/10/2026

Details of the pre-application advice received

Pre-application advice was received from James Lackerby of Kirklees Council regarding the proposed amendment to the approved extension. The advice was to submit a Non-Material Amendment application to seek approval for the proposed change to the roof design from the approved sloping/pitched roof to a flat roof incorporating a roof lantern.

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

MUNAZA Mir

Date

08/10/2026