

North York Moors National Park Authority  
 The Old Vicarage  
 Bondgate  
 Helmsley  
 York  
 YO62 5BP

NYM / 2012 / 0106 / NM

2012/0106

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 Website: www.moors.uk.net

Application for a non-material amendment following a grant of planning permission.

Town and Country Planning Act 1990

K170 #11363  
 16/12/12



**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.

Please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

**1. Applicant Name and Address**

Title:  First name:

Last name:

Company (optional):

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

**2. Agent Name and Address**

Title:  First name:

Last name:

Company (optional):

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

**3. Site Address Details**

Please provide the full postal address of the application site.

Unit: **DRAFT** House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

Description of location or a grid reference. (must be completed if postcode is not known):

Easting:  Northing:

Description:

**4. 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).

Please tick if the full contact details are not known, and then complete as much as possible:

Officer name:

Reference:

Date of advice (DD/MM/YYYY):

Details of pre-application advice received:

**5. 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 have answered No to this question, you cannot apply to make a non-material amendment.**

If you are not the sole owner, has notification under article 4F(3) of the GDPO been given?  Yes  No  Not Applicable

**If you have answered No to this question, you cannot apply to make a non-material amendment.**

If you have answered Yes to this question, please give details of persons notified:

Person Notified	Address	Date of Notification

**6. Authority Employee / Member**

With respect to the Authority, I am:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

Do any of these statements apply to you?

Yes  No

If yes please provide details of the name, relationship and role

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**7. Description Of Your Proposal**

Please provide a description of the approved development as shown on the decision letter, including application reference number and date of decision in the sections below. Please also provide the original application type:

Alterations and extensions to existing outbuildings to form guest accommodation, 2 no holiday letting cottages, and stable block to include 5 loose boxes, feed store and tack room together with double garage.



Reference number:

NYM/2009/0592/FL

Date of decision (DD/MM/YYYY):

11/05/2010

What was the original application type?  
(e.g. 'Full', 'Householder and Listed Building', 'Outline')

Full

**8. Non-Material Amendment(s) Sought**

Please describe the non-material amendment(s) you are seeking to make:

Addition of 3 no rooflights and the retention of one existing full height window opening - see also attached Design Statement.

Are you intending to substitute amended plans or drawings?

Yes

No

If Yes, please complete the following:

Old plan/drawing number(s):

1242/25, 26, 27 and 28

New plan/drawing number(s):

1243/57(A), 58(A), 60, 61, 62 and 63

Please state why you wish to make this amendment:

Improved light to internal areas of cottages

**9. Application Requirements - Checklist**

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application not being accepted. It will not be accepted until all information required by the Local Planning Authority has been submitted.

- The original and 3 copies of a completed and dated application form:
- The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application:
- The correct fee:

**10. Declaration**

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):



14/02/2012

**11. Applicant Contact Details**

Telephone numbers

Country code:	National number:	Extension number:
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country code:	Mobile number (optional):
<input type="text"/>	<input type="text"/>

Country code:	Fax number (optional):
<input type="text"/>	<input type="text"/>

Email address (optional):

**12. Agent Contact Details**

Telephone numbers

Country code:	National number:	Extension number:
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country code:	Mobile number (optional):
<input type="text"/>	<input type="text"/>

Country code:	Fax number (optional):
<input type="text"/>	<input type="text"/>

Email address (optional):

**13. 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? (Please select only one)  Agent  Applicant  Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

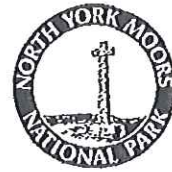
Telephone number:

Email address:

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# VALIDATION CHECKLIST

Application for NON-MATERIAL AMENDMENT following a grant of planning permission



Please complete the attached checklist to indicate what you have included with your application. All plans should include paper size, key dimensions and scale.

**STANDARD REQUIREMENTS:**

(4 copies of all information unless submitted electronically)

Completed application form YES  N/A

Application fee YES  NO

Some or all of the following information may also be required depending upon the nature of the proposed changes:

Amended elevations to a scale of 1:50 or 1:100  
Photographs of Amended Elevations accepted YES  N/A

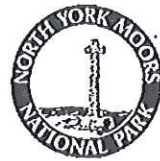
Amended floor plans to a scale of 1:50 or 1:100 YES  N/A

Amended site layout plans at a scale of 1:500, 1:200 or 1:100 site layout plan YES  N/A



# GUIDANCE NOTES

Application for NON-MATERIAL AMENDMENT following a grant of planning permission



These notes have been written to help you with the submission of your planning application.

## Application Forms

Please submit 4 copies ensuring that all parts of the form are completed and the form is signed and dated unless submitted electronically.

## Application fee

Please call our Development Control Administration Team for assistance.

## Amended site layout plans

This is to allow neighbours to view the plans at a larger scale, identifying the position of buildings within the site in relation to their own properties. It can be difficult to assess the potential implications that the proposal might have at a smaller scale. The plan should be to a scale of 1:100, 1:200 or 1:500, showing the site in relation to existing buildings and site boundaries. It should indicate where existing features of the site are located including existing buildings (indicating proposed demolitions), trees (identifying any proposed felling), means of access and type of enclosure (wall, fence, hedges) and shall show adjacent properties/buildings

## Other drawings relevant to the application

Detailed drawings must be submitted to a scale of 1:100 or larger showing elevations, sections, floor plans and layouts of the proposed works together with existing and proposed ground levels and floor levels. Drawings shall include both existing and proposed details. It is a legal requirement that all measurements must be in metric and not imperial. Any drawing submitted using solely imperial measurements will not be accepted and will be returned for metric conversion.

## Important Information

The plans submitted as part of any application considered by the Planning Committee will be scanned/photographed and possibly used in a slide presentation of the scheme. It is essential, therefore, that the plans are sufficiently clear so that the details of the proposal can be easily seen when projected onto the screen.

If the plans are not clear resulting from, for example, discoloured paper or particularly fine line drawings it may be difficult for Members of the Committee to appreciate fully the details of the scheme which could result in a delay in the determination of an application if Members consider it appropriate to seek further clarification of aspects of the development proposed. Please try to ensure that submitted plans are clear and that they meet the requirements set out in this Guidance Note.

