

Delegated Report

Non-Material Amendment Application

Planning Application No: 20250906

Location: Camer Studio, Camer Street, Meopham, Kent DA13 0XR

Description: Application for a non-material amendment to planning permission reference number 20240830 to allow amendments to external window/door locations and a link.

Applicant: Long & Leyland

Submitted Documents/Plans

Application Forms
Plan no 110 Rev A – Proposed Plans
Plan no 111 Rev A – Proposed Roof Plan
Plan no 112 Rev A – Proposed Elevations
Plan no 113 Rev A – Proposed Elevations
Plan no 114 Rev A – Proposed Sections

Relevant Planning History

Reference	Description	Decision	Decision Date
20240830	Erection of a single storey side extension with rooflights	Permitted	13/11/24

Development Plan

As an application under S 96A of the Town and Country Planning Act 1990, the considerations turn to whether the proposals are non- material. The application is not assessed under the development plan.

Consultations

Consultees

Ward Councillors

No response received.

Meopham Parish Council

No response received.

Officer's Analysis

What is non- material amendment?

There is no statutory definition of 'non- material'. This is because it is dependent on the context of the scheme – what may be non- material in one context may not be in another. The Local Planning Authority must be satisfied that the amendment sought is non- material in order to grant an application under S 96A.

As an application to make a non- material amendment is not an application for planning permission, the existing Town and Country Planning (Development Management Procedure) (England) Order 2015 provisions relating to statutory consultation and publicity do not apply. Therefore, Local Planning Authorities have discretion in whether and how they choose to inform other interested parties or seek their views. As by definition the changes sought will be non- material, consultation or publicity are unlikely to be necessary.

The Borough Council does not have any published guidance on what it considers can or cannot be considered as a non- material amendment, generally following the guidance in the NPPG and the Planning Portal as well as taking into account advice from the Kent authorities and from the Planning Officers Society. The former guidance suggests that we would not normally accept amendments as non- material if;

- The application site area (red line) differs from the original application
- The application description differs from the original application
- The proposal would result in changes to the external details (eg facing materials or roof shape) that would materially alter the appearance of the building
- The amendment significantly increases the size of any part of the development
- The development moves more than one metre in any direction
- The height of the building or structure is increased
- If the amendment locates any part of the development closer to a neighbour unless the development as amended is in excess of 5m from the common boundary with the neighbour
- The amendment results in a fundamental change in the design of the building
- If the amendment changes windows or doors in any elevation facing a neighbour which increases overlooking in any way
- The amendment would result in a greater visual intrusion, loss of light or feeling of enclosure to neighbours
- There were any relevant objections to the original proposal which would be compromised by the proposed minor amendment.

Are the Proposed Changes Non- Material?

The proposal is to make amendments to external window/ door locations and the introduction of a link between the existing building/ courtyard wall, and the proposed extension. The changes are;

- Re- siting of the extension half a metre from the existing building and the provision of a link between the two
- Increase in the size of the window in the south elevation
- Increase in the size of the window in the north elevation
- Reduction from three to two rooflights and an increase in the size of one of them, in the west roofslope
- Change from three doors to one door and two windows in the west elevation
- Increase in size of one rooflight and re- siting of another, in the east roofslope
- Change from one door and one window to two doors in the east elevation

The proposed amendments to the approved scheme on the site conflict with the above non- material amendment criteria as the building would be increased in size and the changes to the fenestration are poor in design terms. Therefore, it is considered that the above changes are material and the application cannot be supported.

Recommendation

The recommendation is to refuse this application.

(For detailed reasons for approval and informatives, see draft Decision

Case Officer:	Mr Tom Gabriel	Team Leader:	Richard Hart
Signed:	TM Gabriel	Signed:	<i>R Hart</i>
Dated:	2 nd October 2025	Dated:	3rd October 2025