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Development Management  
Camden Town Hall Extension  
Argyle Street  
London WC1H 8EQ

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

## Town and Country Planning Act 1990

### 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.

### 1. Site Address

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

### 2. Applicant Details

Title

First name

Surname

Company name

Address line 1

Address line 2

Address line 3

Town/city

## 2. Applicant Details

Country	<input type="text"/>
Postcode	<input type="text"/>
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

Are you an agent acting on behalf of the applicant?

Yes  No

## 3. Agent Details

Title	<input type="text"/>
First name	Monika
Surname	Passey
Company name	Oktra
Address line 1	322
Address line 2	High Holborn
Address line 3	<input type="text"/>
Town/city	LONDON
Country	<input type="text"/>
Postcode	WC1V 7PB
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email	<input type="text"/>

## 4. 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 are not the sole owner, has notification under article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 been given?  Yes  No  Not Applicable

## 5. Description of Your Proposal

Please provide the description of the approved development as shown on the decision letter

The proposal is to install a new heat recovery unit within the building, at ground floor level, which will have fresh air and exhaust air connections to external louvres on the rear face of the building.

Reference number:	2019/4707/P
Date of decision	11/02/2020

## 5. Description of Your Proposal

What was the original application type?

FullPlanningPermission

For the purpose of calculating fees, which of the following best describes the original application type?

- Householder development: Development to an existing dwelling-house or development within its curtilage
- Other: anything not covered by the above category

## 6. Non-Material Amendment(s) Sought

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

The proposal to install a new heat recovery unit within the building, at ground floor level, which will have fresh air and exhaust air connections to external louvres on the rear face of the building.

Are you intending to substitute amended plans or drawings?

Yes  No

Please state why you wish to make this amendment

As part of the building refurbishment works, improved building facilities are provided on the ground floor. The original ventilation strategy of the space was dependant on the existing openable windows to the rear. The new ventilation strategy proposal is to install a new heat recovery unit within the building, at ground floor level, which will have fresh air and exhaust air connections to external louvres on the rear face of the building. The louvres are to be incorporated within the masonry to optimise the ventilation design, by doing so and leaving the windows operational, additional fresh air and light has been provided to space.

## 7. 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

## 8. Pre-application Advice

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

Yes  No

## 9. 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.

Yes  No

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?

## 10. Declaration

I/we hereby apply for planning permission/consent as described in this form 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.

Date (cannot be pre-application)

02/03/2020