

## Essex County Council Validation Form 4 for:

### NON-MATERIAL AMENDMENTS or MINOR MATERIAL

Applications **MUST** include the national requirements & applicable local requirements. It is advised to discuss exact requirements during pre-application discussions (as this varies site by site), to avoid time & expense of undertaking unnecessary work, while speeding up validation & planning processes by ensuring all relevant information is submitted.

All electronic submissions **MUST** follow file size, type and naming conventions specified in the Supplementary Guidance (Section 1.1.11).

The applicant will **NOT** be required to provide copies of the original application, but it would assist the local planning authority's consultation and determination procedures to provide copies of the original drawings.

APPLICATION TYPE	Tick as appropriate
Applications for <b>non-material amendments</b> following the grant of planning permission	<input type="checkbox"/>
Applications for <b>minor-material amendments</b> following the grant of planning permission	<input type="checkbox"/>

REQUIREMENTS			
Item	Advice in section (s):*	Required ?	Where information can be found, or statement why it is not appropriate
Single (or agreed number) of hardcopies	1.1.11.6		N/A
The Standard Application Form (signed & dated), <i>including signed &amp; dated declarations of Ownership &amp; Agricultural Holdings</i>	2.4	YES	
Supporting statements that are necessary to suitably identify the change from the originally permitted development and reasons for the change	1.27		
Plans that suitably identify the change from the original permitted development.	2.3		
It would be useful to provide a copy of the original plans, to be able to quickly identify the alteration.			
The Correct Fee	2.2	YES	

\* - Sections of the Supplementary Guidance