Planning Amendment/ Additional Information Submission

Planning Services, Stratford-on-Avon District Council
Elizabeth House, Church Street, Stratford-upon-Avon. CV37 6HX
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If you find the text in this form difficult to read
we can supply it in a format better suited to your needs

- **Please use this form for submission of all amendments and additional information**
- **Please read the accompanying Guidance Notes. Should any space provided be insufficient please continue on a separate sheet if necessary**
- **This form should not be used for the discharge of conditions attached to a planning permission**

1. Application Reference:

Site Address:

Contact Name & Address:

Postcode:

Telephone No.: E.mail:

2. Amendments to current application ☐ Additional information - current application ☐

Amendment to previously approved application ☐

Description of amendment/additional information:

3. Does amendment alter the Description of Development? Yes ☐ No ☐

If Yes, state amended description of development in full:

4. Plan Numbers submitted | Plan Numbers superseded

FOR OFFICE USE ONLY:

Case Officer : Date Received:

Date Registered:

CONSULTATIONS	SENT	FOR INFO ONLY	SENT

Public Docket Yes ☐ No ☐

Website Yes ☐ No ☐

NOTES:

GUIDANCE NOTES

1. **General guidance**
   Only minor changes may be processed as amendments. For more substantial changes, a fresh planning application is normally required. Our leaflet 'Amending Your Plans' gives guidance on our policy and procedure for dealing with amendments.

   Amendments and additional information submissions will not be accepted unless accompanied by this form. All approvals will relate to the details on this form. Therefore it should be filled out carefully and accurately. Please complete all parts of the form, marking any irrelevant sections 'NA' (not applicable) or putting a line through them.

2. **Description of amendment/additional information**
   Please accurately describe all details that are being amended;

3. **Amendments to the description of development**
   If the amendment submitted alters the description of development, please clearly state the revised description of development.

   This applies only in the case of applications which have not yet been decided.

4. **Plan numbers submitted and superseded**
   Please complete the schedule for all plans being submitted. If the amended plan is to replace an existing plan, or otherwise makes other plans incorrect, please also state the plan number(s) being superseded.

Stratford-on-Avon District Council will use the information you provide on this form for administration of planning applications and such information may also be displayed on the Council's website. The Council will only process this information for the purpose stated above or for a reason related to it. Your information will not be processed for a reason that is inconsistent with the District Council's notification under the Data Protection Act 1998 unless the law allows us to do so.

The Council would like to use the information that you provide to ensure that we are using your correct details for all the services the Council provide. Please tick the box if you do not agree to this. **YES/NO** (delete, as appropriate)