

PLANNING NON-MATERIAL VARIATION SERVICE – REQUEST FORM

Please complete & return to nonmaterialvariations@edinburgh.gov.uk

To request a non-material variation on an existing planning application. Please read the [Customer Service Guide](#) before submitting.

Please include as an email attachment (in PDF format, maximum 10 MB) a location plan with the site outlined in red (1:1,250 or 1:2,500 scale) and the relevant plans showing the proposed variations.

Drawings should be to the same scale as those approved under the planning permission and the proposed variations should be clearly highlighted in colour. Applicants are requested to provide the original drawing numbers as per the Council's planning portal references in the original application.

The charge for this application is used in part to assess whether the requested change(s) is/are non-material. The fee is non-refundable if the Council determines that the changes are material.

1	APPLICANT		
	a	Full name	
	b	Organisation	Thistle Propco Investment Ltd
	c	Postal address	6 Duke Street, St James's, London, SW1Y 6BN
	d	Contact telephone number	[REDACTED]
	e	Email address	[REDACTED]

2	AGENT (IF APPLICABLE)		
	a	Full name	Adam McConaghy
	b	Organisation	Iceni Projects Ltd
	c	Postal address	14-18 Hill Street, Edinburgh, EH2 3JZ
	d	Contact telephone number	07552857603
	e	Email address	amcconaghy@iceniprojects.com

<h1>3</h1>	DEVELOPMENT PROPOSAL	
	Address/ location of the proposed development.	11-15 Thistle Street, Edinburgh, EH2 1DF
	Specify the reference number(s) for the planning application and any existing NMV application(s) that this application refers to. Please include the relevant case officer name if known.	23/01739/FUL - Change of use of from offices (Class 4) to a hotel /apart-hotel (Class 7) including internal and external alterations. No new floorspace is proposed. Case Officer: Jackie McInnes
Please describe the nature of the variations sought, clearly noting each specific matter that requires to be assessed. (Please include the planning portal drawing number reference for the previously consented drawings which identify each variation).	<p>The changes relate to minor design amendments required as part of the detailed design process. Specifically:</p> <p>Alterations to rooflights (minor adjustment to position and inclusion of 3 panes rather than 2). Positioning of glazing on Thistle Street LG frontage made more flush with building front. Blocking up of western LG windows (plant room) on Thistle Street frontage. Minor internal amendments to room layouts at LG, GF, 1F, 2F, 3F. Lighting to stone cheeks of main entrance.</p> <p>Please refer to submitted schedule detailing plans which are required to be updated, and the corresponding revised plan.</p>	

<h1>4</h1>	PAYMENT		
	There is a flat rate fee of £230 for all non-material variation applications. (Note: there is no VAT associated with this application fee).		
	<i>Payment is not to be paid prior to the registration of the non-material variation. Payment must be made online using a payment link which will be sent on receipt of completed application forms.</i>		
	Who will make the payment?	Applicant	<input type="radio"/>
		Agent	<input checked="" type="radio"/>
Does your development relate primarily to improving access for people with disabilities?	Yes	<input type="radio"/>	
	No	<input checked="" type="radio"/>	