

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	Mr Simon Hinton
	b	Organisation	The Swatch Group (UK) Limited
	c	Postal address	Building 1000, Dockside Road, The Royals Business Park, Lond
	d	Contact telephone number	
	e	Email address	

2	AGENT (IF APPLICABLE)		
	a	Full name	Andrew Gass
	b	Organisation	Comprehensive Design Architects
	c	Postal address	16 Moray Place, Edinburgh, EH3 6DT
	d	Contact telephone number	0131 225 1111
	e	Email address	agass@cda-edin.co.uk

<h1>3</h1>	DEVELOPMENT PROPOSAL	
	Address/ location of the proposed development.	4 Miltrees Walk, New Town, Edinburgh, EH1 3DQ
	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.	24/01111/FUL Case officer: Sonia Macdonald
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>Revision to the proposed shopfront. The revised shopfront has a reduced extent of glazing and retains more of the existing stone. The ground floor shop front is retained and door replaced.</p> <p>Previously consented drawings which show the shopfront and stone downtakings; MW04-CDA-XX-XX-DR-A-020002 revision P1, MW04-CDA-XX-XX-DR-A-020003 revision P1, MW04-CDA-XX-XX-DR-A-020004 revision P1, MW04-CDA-XX-XX-DR-A-020005 revision P1, MW04-CDA-XX-XX-DR-A-020006 revision P1, MW04-CDA-XX-XX-DR-A-020007 revision P1.</p>	

<h1>4</h1>	PAYMENT		
	<p>There is a flat rate fee of £230 for all non-material variation applications. (Note: there is no VAT associated with this application fee).</p> <p><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></p>		
	Who will make the payment?	Applicant	<input checked="" type="radio"/>
		Agent	<input type="radio"/>
	Does your development relate primarily to improving access for people with disabilities?	Yes	<input type="radio"/>
No		<input checked="" type="radio"/>	