

NON-MATERIAL AMENDMENT DELEGATED APPLICATION REPORT

Address: ST LAWRENCE HOUSE, ABBEY SQUARE, READING

Application No: PL/25/1316

Proposal: Non-material amendment to Condition 2 (Approved Plans) of Planning Permission ref. PL/23/1091 to facilitate the installation of louvres to the front and rear facades at ground and lower ground floor level

Target Decision date: 01/12/2025

EOT Agreed Decision Date: 03/12/2025

Case officer: Mishga Marshall

The Proposals

The application seeks an amendment to planning permission PL/23/1091, which granted permission for the 'Change of Use to allow flexible use Including Class E and Class F(1) Non-residential Institutions'. More specifically, the proposal seeks:

- To vary the approved plans to include the following design changes
 - Installation of minor external modifications which involve the installation of small louvred panels within the front and rear facades of the building. This includes:
 - The installation of louvres within the fanlight sections on both the front and side elevations at ground floor level above the principal shopfront glazing elements. On the front elevation, two coloured fanlight panels will be replaced with small louvred panels. On the side elevation, the coloured glazing within the fanlights will similarly be replaced with matching louvres. All new louvres will be coloured to match the existing framing and fanlight elements, ensuring a consistent visual appearance.

The agent has specified that the changes are to facilitate the effective operation of the premises and enable active and beneficial use.

Internal Consultations

None.

Councillor / Public Consultation

Neighbour Consultation

None required for this type of application. None received.

Site Notice

Not required for this type of application.

Plans / Documents Considered Received 17th September 2025

EL-13 Existing and Proposed Side Elevation 25.07.2025

EXT-EL-01 Existing Ground Floor Front and Side Elevations 25.07.2025

EXT-GA-01 Existing Plan 29.08.2025

EXT-EL-02 Existing Rear Elevations 27.07.2025

PP-14320604v1 Location Plan 17.09.2025

LB1288 Planning and Design Statement / Letter

EL-11 Proposed Ground Floor Front and Side Elevations 25.07.2025

GA-02 Proposed Plan 29.08.2025
EL-12 Proposed Rear Elevation 25.07.2025
St Lawrence House Reading Noise Assessment SEPT 2025

Relevant Planning History

PL/23/1091 - Proposed Change of Use to allow flexible use Including Class E and Class F(1) Non-residential Institutions – Approved

PL/25/1068 - Proposed installation of new fascia and projecting signs - Approved

Equality Act 2010:

In determining this application, the Council is required to have regard to its obligations under the Equality Act 2010. However, there is no indication or evidence (including from consultation on the application) that the protected groups identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application. Therefore, in terms of the key equalities protected characteristics it is considered there would be no significant adverse impacts as a result of the development.

Relevant Planning Guidance

Whilst there is no statutory definition of what constitutes a 'non-material' amendment, Section 96A, part 2 of the Town and Country Planning Act 1990 (as amended) states that, *"In deciding whether a change is material, a local planning authority must have regard to the effect of the change, together with any previous changes made under this section, on the planning permission as originally granted."*

Relevant Policies

The proposed amendments are assessed for materiality – not on the basis of their planning merits. Planning policies therefore do not apply.

Appraisal

Amend Condition 2 (approved plans)

The proposed changes to the ground and lower ground floor façades are relatively minor and do not compromise the design idiom of the scheme. The amended proposal remains broadly consistent with the approved design, and the additions are considered to reflect design development and facilitate active use of the space. The approved plans will be substituted accordingly.

Conclusion

Officers consider that these changes can be addressed through the non-material amendment procedure. Specifically, the amendment is not expected to have any material impact on the overall design idiom, neighbour amenity, landscaping, transport, highway safety, sustainability, ecological objectives, or any other consideration within the context of the original permission. This is due to the scale and nature of the changes and the surrounding context.

All changes proposed as part of this application are, therefore, considered appropriate and suitable to progress through the non-material amendment procedure.

An informative is recommended which states that this decision shall only be read in the context of planning permission PL/23/1091 and is bound by all the conditions attached to that permission. A further informative is recommended which states: In reaching this

decision, the local planning authority is satisfied that the changes proposed by this application do not constitute material changes to the approved planning permission.

The local planning authority is satisfied that the changes proposed do not constitute material changes to the approved planning permission.

Recommendation

Grant Non-material amendment

Amended Condition 2

The plans hereby approved by this Non-Material Amendment (under Section 96A of the Town and Country Planning Act 1990) is as follows received 17th September 2025:

EL-13 Existing and Proposed Side Elevation dated 25.07.2025

PP-14320604v1 Location Plan dated 17.09.2025

LB1288 Planning and Design Statement / Letter

EL-11 Proposed Ground Floor Front and Side Elevations dated 25.07.2025

GA-02 Proposed Plan dated 29.08.2025

EL-12 Proposed Rear Elevation dated 25.07.2025

Reason: To clarify which plans are approved by this Non-Material Amendment.