1. **Application Site and Locality** 
   1. Building 103 is constructed of red brick under a gabled slated roof. Built in the late 1920’s it is one of the oldest remaining buildings on the base. It has previous served as a power station and has also housed emergency vehicles. More recently, it was used by a company who repair, upgrade and convert narrow boats.
   2. Planning permission was granted for the use of building 103 for a Heritage Centre and building 315 for storage and distribution purposes (permission 16/01545/F refers).
2. **Description of Proposed Development**
   1. The current application seeks a non-material amendment to 16/01545/F to include the addition of two new windows on either side elevation; the retention of the chimney; and internal alterations and layout changes.
3. **Appraisal**
4. The proposed change is very minor in nature. The two new windows are considered to be in keeping with the style and character of building and are a minor alteration to the previous scheme. The retention of the chimney is considered to be a positive amendment to the scheme and again is minor in nature. Furthermore, the revised internal layout is not considered to affect the visual appearance of the building or the way in which it functions.
5. Having regard to the above, it is considered that the alterations are minor in their nature and would fulfil the criteria of a non-material amendment.
6. **Conclusion**
7. In summary, having regard to the circumstances of the proposed change, and for the reasons above, the proposed amendment is considered to fulfil the criteria for a non-material amendment.
8. **Recommendation**

Approval – in accordance with drawings No. 628 HC03 (Proposed Ground & First Floor Plans); and 628 HC04 (Proposed Ground & First Floor Plans).

Case Officer: Matthew Coyne DATED: 09 March 2017