

Application for Non-Material Variation

Section 64 of The Town and Country Planning (Scotland) Act 1997 (as amended)

Please complete all sections and submit the form and supporting documentation electronically via the eplanning.scot Portal. You can do this by choosing the Post Submission Additional Documents form, quoting your original planning application reference, and attaching all of the documents.

From 1 April 2024 there is a fee for the provision of this service. Please refer to the Council's [Web Site](#) for scale of fees. The fee can be paid online via East Ayrshire Council's online payment page at [Payments · East Ayrshire Council \(east-ayrshire.gov.uk\)](https://east-ayrshire.gov.uk) or over the telephone by calling 01563 576790. You should provide proof of payment with your application, where possible, to prevent any unnecessary delay in the progress of your application.

If no fee is paid you will be contacted by our Technical Support Team to arrange payment before the application is processed.

APPLICANT DETAILS	AGENT DETAILS (if applicable)
Name:	Name:
Address:	Address:
Contact Number(s):	Contact Number(s):
E-mail Address:	E-mail Address:

Planning Reference Number	
Property/Site Address	
Description of proposed changes	
Have the proposed changes already taken place?	YES/NO

List of supporting plans and/or documents	
Drawing/document	Reference

Signature:		Date:	
If you are not the original applicant, do you have their consent?		YES/NO	

Note: Details of any changes must be stated clearly, identified upon a set of scaled plans which must clearly show the variation and, where relevant, should include comparison plans (showing changes over marked on the approved layout/plans).