

Mrs Bertille Burrows
Riverside House
2 Fitzalan Road
Arundel
BN18 9JS

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: AB/102/20/T
Your Ref:
Date: 17th September 2020

Dear Mrs Burrows,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012

Application for Works to Trees(s) subject to a Tree Preservation Order(TPO)

Development:

- Sycamore to south of Riverside House (T4): crown reduction by 30% (6m reduction in height)
- Horse chestnut within garden of Riverside House (T1): crown reduction by circa 2m to sides and height because excessive shading
- Everygreen oak to boundary with Martlet Court (A): crown reduction by 30% (5m from height)
- Sycamore to east boundary with Martlet Court (B): crown reduction by 30 % (6m from height)
- Prunus to boundary with Martlet Court (C): crown reduction by 15% (4m from height)

Location: Riverside House 2 Fitzalan Road Arundel BN18 9JS

Thank you for your recent application which I received on 12th September 2020. It is being validated by Nicola Moore who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following item(s) have been received or resolved :-

T1 - please provide the proposed height and spread measurement, in metres after proposed works.

A, B, C and T4 - please provide the proposed height, in metres, after the Crown reduction.

For further guidance, please refer to the list of validation requirements for tree applications on our website: <http://www.arun.gov.uk/making-a-planning-application>

If you are unable to access the website, please contact this office so a copy can be sent to you.

Please provide the above by **1st October 2020** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty meeting this deadline please contact the

above officer to discuss the matter.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website www.arun.gov.uk/planning-privacy-statements

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.