

HJP Surveyors
Grove House
64 Sutton Grove
Sutton
SM1 4LP

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: BR/25/22/NMA
Your Ref:
Date: 7th February 2022

Dear Sir/Madam,

**Section 96A of the Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) - Article 10**

Application for a Non-Material Amendment Following a Grant of Planning Permission

Development: Non-material amendment following grant of BR/147/20/PL to extend the depth of the building to meet the boundary wall and remove the small open space that was detailed in previous plans, removal of a ground floor window and reduction in size of the first floor window.

Location: 53 High Street Bognor Regis PO21 1RX

Thank you for your recent application which I received on 3rd February 2022. 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 valid application until the following item(s) have been received or resolved :-

The fee deposited with your application is incorrect. I suggest it should be £234.00. This would attract an additional fee of £200.00. I would be grateful if you would either make payment on line at <https://www1.arun.gov.uk/external/PaymentOnline.ofml> or forward a cheque made payable to Arun District Council for this amount to me as soon as possible. Please note we cannot accept cash.

Drawing No 04.1 Rev C has been submitted, however 04.1 Rev B is listed on application form.
Drawing No 04 Rev D has been submitted, however 04 Rev C is listed on the application form.
Drawing No 06 Rev D has been submitted, however 06 Rev C is listed on the application form.
Please check the above plans, amend accordingly and re submit.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <https://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.

If providing additional documents or information, please email it directly to us at: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **21st February 2022** 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 extend the time scale.

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 <https://www.arun.gov.uk/privacy-policy/>

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.

To register to receive notification of planning applications in your area, please go to <https://www1.arun.gov.uk/planning-application-finder>