



Mr A Cooper
73 Elm Grove
Barnham
West Sussex
PO22 OHW

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Our Ref: EG/14/13/NMA
Your Ref:

Please ask for:
Miss C Burrows
extn 37459

Dear Mr A Cooper

6th March 2013

Section 96A of the Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2010 (as amended) - Article 9

Application for A Non-material Amendment Following a Grant of Planning Permission

Development Application for a non-material amendment following a grant of planning permission
EG/68/12 - Velux windows

Location 73 Elm Grove Barnham

Thank you for your recent application which I received on 1st March 2013. It is being dealt with by Miss C Burrows who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

Please submit 1 electronic or 3 paper copies of revised proposed elevations showing both proposed velux windows in accordance with the guidance notes available on our website detailed below (click on National List).

Please provide the above by **20th March 2013**. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

If this letter has crossed with you providing the information, please ignore it.