

Mr C Lawrence
5 Barbary Lane
Ferring
BN12 5JB

Please ask for: Mrs D Johnson
Email: daun.johnson@arun.gov.uk
Telephone: 01903 737762
Our Ref: FG/2/22/NMA
Your Ref:
Date: 14th January 2022

Dear Mr Lawrence,

**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 the grant of FG/53/18/HH for skylight in vaulted hallway roof above stairs
Location: 5 Barbary Lane Ferring BN12 5JB

Thank you for your recent application which I received on 4th January 2022. It is being validated by Mrs D Johnson 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 plans submitted with this application can't be photos of plans and the plans need to be saved as a pdf so they can be scaled. Please submit the appropriate plans.

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.

Please provide the above by **28th January 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 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
<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>