

Mr Jeffrey Wilson
93 Middleton Road
Bognor Regis
PO226DW

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
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Planning & Building Control General Enquiries
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Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: M/37/20/NMA
Your Ref:
Date: 27th May 2020

Dear Mr Wilson,

**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 M/133/17/PL for removal of lantern light on rear conservatory and replace with 2 No. fixed skylights, finish external wall of conservatory in face brickwork and replace Cedral Lap system external wall cladding with Cedral click-plank system (no colour change)

Location: Little Thatch, Caravan 93 Middleton Road Middleton-On-Sea PO22 6DW

Thank you for your recent application which I received on 25th May 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 :-

The plans submitted are not to scale. Please amend the plans to include all dimensions including the 2 No. skylights and remove the scales.

Please clearly label the plans to show the brickwork/cladding.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <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 **10th June 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.