



Outlook

Re: Request for further information M/64/26/HH

From peter sonntag [REDACTED]
Date Mon 28/09/2026 15:18
To Ella Summerfield <[REDACTED]>
Cc Planning.Responses [REDACTED]

Hi Ella,

Just to let you know that I've now amended and resubmitted the application through the Planning Portal.

The amendments include the revised description of development, the parking section being updated to 'Yes', and the trees and hedges section being updated to reflect the existing shrubs/hedging affected by the works.

The relevant supporting information has also been updated accordingly.

In relation to the proposed solar panels, the exact make/model has not yet been selected. Once the client has chosen these, we will provide the Planning Officer with the relevant product details/specification.

Many thanks for your help.

Kind regards

Pete Sonntag BA Hons Dip' Arch

[REDACTED]

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On 28 Sep 2026, at 11:08, peter sonntag <[REDACTED]> wrote:

Hi Ella, after looking into the process I'm going to see if I can amend the application and change the few bits we discussed.

Kind regards

Pete Sonntag BA Hons Dip' Arch

[REDACTED]

www.petesonntag.co.uk

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On 25 Sep 2026, at 15:18, peter sonntag <[REDACTED]> wrote:

Hi Ella,

Thank you.

Can I just clarify whether you are asking me to use the 'Amend Application' function on the existing application M/64/26/HH, change the two answers and resubmit the amended version?

The only reason I ask is that, throughout my career, I've never previously been asked to do this for minor form amendments, as officers have normally been able to deal with these directly with my written consent.

Has the process changed recently?

Kind regards

Pete Sonntag BA Hons Dip' Arch

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On 25 Sep 2026, at 14:33, Ella Summerfield <[REDACTED]> wrote:

Hi Peter,

Thank you for your email, below I have attached put in a link, this should help you amend the application form.

If you have any questions, feel free to email me

[Planning Portal: Past, Present & Future - Episode 8 - Amendments](#)

Thanks,

Ella Summerfield.

From: peter sonntag <[REDACTED]>
Sent: Friday, September 25, 2026 13:44
To: Ella Summerfield <[REDACTED]>
Subject: Re: Request for further information M/64/26/HH

Hi Ella,

I'm happy for you to amend the description to the following:
Single-storey front, side and rear extensions, alterations to existing roof terrace, replacement windows and doors, new solar panels, external alterations and associated works.

Can you please confirm whether I now need to resubmit the entire planning application with the parking section ticked 'Yes', and the section relating to trees and hedges also ticked 'Yes'?

If a full resubmission is required, could you also let me know how this works in relation to the planning fee already paid? Would we need to pay the full fee again and then wait for the original payment to be refunded? As the fee is a fairly substantial amount, I'd just like to understand the process before resubmitting.

Kind regards

Pete Sonntag BA Hons Dip' Arch

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On 25 Sep 2026, at 08:22, Ella Summerfield <[REDACTED]> wrote:

Hi Peter,

Thank you for the email, unfortunately we are unable to fill this part of the form out for you as after ticking "yes" further information is usually required. This will have to be done via the planning portal.

As for amending the description, if you just write an email agreeing for us to change it according to what is written in the letter you received that should be enough.

Many Thanks,

Ella Summerfield.

From: peter sonntag <[REDACTED]>
Sent: Thursday, September 24, 2026 10:53
To: Ella Summerfield <[REDACTED]>
Cc: Planning.Responses <[REDACTED]>
Subject: Re: Request for further information M/64/26/HH

You don't often get email from [REDACTED] [Learn why this is important](#)

Good morning Ella,

Thank you for your email.

Would you be able to amend the relevant tick-box items on the application form on my behalf, namely the parking section and the trees and hedges section, and also amend the description of development to include the solar panels?

I am happy to give my consent for you to make these amendments to the application.

Planning officers have kindly been able to make similar minor amendments for me in the past, so hopefully this is something you are able to do.

I will provide the additional information regarding the solar panels separately.

Many thanks for your help.

Kind regards

Pete Sonntag BA Hons Dip' Arch

[REDACTED]

www.petesonntag.co.uk

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On 24 Sep 2026, at 10:48, <[REDACTED]> wrote:

<https://www.arun.gov.uk>

DX 57406 Littlehampton

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