

Mr W Hill
Field End House
Avisford Park Road
Walberton, Arundel
Walberton
BN18 0AP

Please ask for: Mrs D Johnson
Email: daun.johnson@arun.gov.uk
Telephone: 01903 737762
Our Ref: WA/116/21/NMA
Your Ref:
Date: 13th December 2021

Dear Mr Hill,

**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 WA/53/17/HH for twin casement window in lieu of double doors to west elevation ground floor utility room, triple bi-fold doors with no glazing to apex above to south elevation ground floor in lieu of twin doors with side lights & small casements above, high level fixed closed & frosted window to east elevation in lieu of triple casement window (remaining windows to east elevation all frosted & fixed closed in accordance with approval), twin high level Velux style windows in lieu of a larger single roof Velux style window over utility area & twin high level windows to front north elevation in lieu of single window over access door.

Location: Field End House Avisford Park Road Walberton BN18 0AP

Thank you for your recent application which I received on 7th December 2021. 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 :-

All plans must be in a pdf format and not photos of plans so they can be scaled correctly. Please email the plans in pdf format to planning@arun.gov.uk.

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 **27th December 2021** 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>