

Dr Clare Matthews
Little Box Cottage The Green
Walberton
Arundel
BN18 0AT

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: WA/13/22/NMA
Your Ref:
Date: 17th February 2022

Dear Dr Matthews,

**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 WA/65/20/PL for the addition of opaque glass window 450mm x 450mm at 1100mm from the floor on east aspect of first floor of oak framed barn building and the addition of a standard external door on both east and west aspects of the same barn.

Location: Little Box Cottage Walberton Green Walberton BN18 0AT

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following matters are resolved:-

Please submit in PDF format floor plans at a scale of 1:50 or 1:100 clearly showing the proposed amendments.

The submitted drawings are labelled Existing/Proposed Right Gable Elevation, but, show both Left and Right. Please check the labelling is correct, amend accordingly and re submit. Please also ensure any amendments are to the correct scale.

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.

If providing additional documents or information, please email it directly to us at: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **3rd March 2022**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

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

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>