



Mr Angus Eitel
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Our Ref: WA/65/17/HH
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear fiftypointeight Architecture +

20th September 2017

Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission for Works or Extension to a Dwelling

Development Enlargement of 2 No. dormer windows on south elevation, addition of 1 No. 'Velux' style rooflight on south elevation, addition of 2 No. dormer windows on north elevation & replacement windows & external doors. This application affects the character & appearance of the Walberton Green Conservation Area.

Location Bramble Cottage West Walberton Lane Walberton

Thank you for your recent application which I received on 5th September 2017. 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 formal application until the following item(s) have been received or resolved :-

Please confirm the total amount of windows and doors being replaced.

For further detailed information on both the National and Local Validation Requirements please go to our website: <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 **4th October 2017** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Neil Crowther
Group Head of Planning