19 Berriedale Drive
Sompting
West Sussex
BN15 0LE

[redacted]

10 November 2009

For the attention of Hannah Barker

ADUR D.C.
DEVELOPMENT
MANAGEMENT
12 NOV 2009

Adur District Council,
Civic Centre,
Ham Road,
Shoreham by Sea,
West Sussex, BN43 6PR.

Dear Hannah,

Re: Planning Application Number: ADC/0351/07
Single-Storey Infill Extension to Rear (Kitchen)

I refer to the above planning application and our recent telephone conversation.

As discussed, I am seeking your approval to make a small amendment to the application. We would like our builder to install a flat roof Coxdome or equivalent window to the extension.

I have indicated on the enclosed revised copy plans the proposed location of the window which will measure approximately 600 mm x 1200 mm. Our immediate neighbours have a single storey bungalow and therefore we do not anticipate that the window will be visible by them.

The extension works are due to commence at the end of November and I would therefore be very grateful if you could please advise me whether the window can be considered as an amendment to the planning application or whether any further action is needed.

If you require additional information, please do not hesitate to contact me on the above numbers. Alternatively, our builder Angus Watts is happy for you to telephone him on 07961 972672.

Many thanks for your help and I look forward to hearing from you soon.

Yours sincerely.

[redacted]

Melanie Clayton