



Mr M Rackham
94 The Street
Rustington
West Sussex
BN16 3NJ

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: AB/29/12/

Your Ref:

**Please ask for:
Daun Johnson
01903 737762**

14th March 2012

Dear Mr Rackham

Town & Country Planning Act 1990 (as amended)

Application for Full Planning Permission

Development Replacement of window to stairwell to match existing flats, replace softwood fascias to dormer windows in white PVCu
Location The Old Mill River Road Arundel

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:-

I require 1 electronic or 3 paper copies of a block/site plan in accordance with the guidance notes available on our website detailed below (click on National List). Please highlight/hatch the proposed works.

Please provide details of all windows.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by **28th March 2012**. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

pmac42