



Andrew Fuller Associates  
Norton Studio  
School Lane  
Arundel  
West Sussex  
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Arun District Council  
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**Our Ref: AB/5/18/PL**

**Your Ref:**

**Please ask for:  
Mrs D Johnson  
01903 737762**

12th February 2018

Dear Mr Fuller

**Town & Country Planning Act 1990 (as amended)  
Town and Country Planning (Development Management Procedure) (England) Order 2015  
Application for Full Planning Permission**

**Development** Rear extension to form 1 No. dwelling. This application may affect the setting of listed buildings & affects the character & appearance of the Arundel Conservation Area.  
**Location** Norton Studio School Lane 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 items are received or resolved:-

No fee was received upon submission. Please forward the amount of £385.00 to this office.

Local Validation Checklist

Please provide the Local Validation Requirements Checklist in order to comply with the local validation requirements. No further validation will take place until this is received.

Biodiversity Checklist

Please provide the Biodiversity Checklist so that so that the ecological impacts of proposals can be assessed. Both the checklist and the guidance notes are available on the Council's website and further information can be found in the Local Validation Requirements. No further validation will take place until this is received.

Bin Storage and Collection Provision

This application requires the provision of bin storage/collection facilities. Please provide details in the format as set out in the Local Validation Requirements so that Environmental Services are able to assess whether the proposal is acceptable.

For further guidance or to obtain the documents as required above please refer to our website:  
<http://www.arun.gov.uk/making-a-planning-application>

If you are unable to download the required 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 **26th February 2018**. 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.

Yours sincerely

A handwritten signature in black ink, appearing to be 'NC' followed by a flourish and a period.

Neil Crowther