



Mr C Barker
ECE Planning Limited
Brooklyn Chambers
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Arun District Council
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Planning & Building Control General Enquiries
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Our Ref: AB/65/13/

Your Ref:

**Please ask for:
Mrs J Grieves
01903 737711 x 37448**

Dear Mr Barker

28th June 2013

**Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2010 (as amended)
Application for Planning Permission**

Development Proposed change of use of ground floor and lower ground floor from Beauty Salon (D1 non residential institutions) to Residential (C3 Dwelling Houses) in the form of a 2 bedroom flat with separate lower ground floor accommodation.

Location 69 High Street Arundel West Sussex

Thank you for your recent application which I received on 19th June 2013. It is being dealt with by Mrs J Grieves who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

Please forward 3 copies of revised floor plans showing all openings and bin storage area

Please provide the above by **12th July 2013**. 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.

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.

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

Yours sincerely

A handwritten signature in black ink, appearing to read 'KARL', with a long, sweeping horizontal line underneath.

Karl Roberts
Assistant Director Planning & Economic Regeneration