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21/5/2012

ARUN DISTRICT COUNCIL

22 MAY 2012

RECEIVED

28, Martlets Court.
Queen Street.
Arunchel
3148 912

AB/67/12/TC.

Arun District Council.

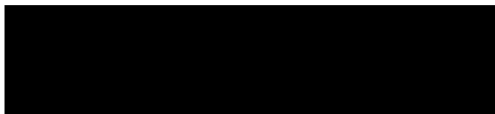
For the attention of Mrs. S. Honey-Bayer

Dear Madam

I enclose herewith a copy of a letter to me from Mrs. Karl Adverts, to which I have added the measurements in metric as requested.

I trust this is the information you require.

Yours sincerely,





Mrs P Gordon-Jones
28 Martlets Court
Queen Street
Arundel
West Sussex
BN18 9NZ

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/67/12/TC**
Your Ref:

Please ask for:
Mrs S Honney-Bayes
extn. 37445

Dear Mrs Gordon-Jones

9th May 2012

**Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Prior Notification of Work to Tree(s) in a Conservation Area**

Development Surgery to various trees within the Arundel Conservation Area

Location 28 Martlets Court Queen Street Arundel

Thank you for your recent application which I received on 8th May 2012. It is being dealt with by Mrs S Honney-Bayes 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 provide the following details relating to each tree:

- The amount of crown reduction required to the Macrocarpa tree (T1) as a metric measurement. *- (3 to 4 metres)*
- The amount of reduction, topping and pruning required to the Holly tree (T3) as a metric measurement. *(60 centimetres)*
- The amount of reduction and re-shaping required to the Bay tree (T5) as a metric measurement. *(60 centimetres)*
- The amount of width to be reduced to the Sycamore tree (T6) as a metric measurement. *(60 centimetres)*

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 **23rd May 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.

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