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

Mr C Vallis
Gryphon
Dirtham Lane
Effingham
Leatherhead
KT24 5SD

Our Ref: AB/67/13/
Your Ref:

Please ask for:
Miss C Burrows
extn 37459

Dear Mr C Vallis

1st July 2013

Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2010 (as amended)

Application for Planning Permission for Works or Extension to a Dwelling

Development Proposed roof extension

Location 43 Fitzalan Road Arundel West Sussex

Thank you for your recent application which I received on 23rd June 2013. It is being dealt with by Miss C Burrows 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 submit 1 electronic or 3 paper copies of a revised location plan to include two named roads.

Please submit 1 electronic or 3 paper copies of a revised block/site plan to include one named road.

Please submit 1 electronic or 3 paper copies of existing and proposed roof plans.

As this application falls within a floodzone 2 and 3 you are required to provide Flood Risk standing advice, this is available on www.environment-agency.gov.uk

Please provide the above by **15th 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



Karl Roberts
Assistant Director Planning & Economic Regeneration