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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

MJW Architectural Design
97 Catherington Lane
Horndean
Waterlooville
Hampshire
PO8 9PD

Your Ref: AB/73/11/DOC

Please ask for:

Mrs S Leeson

09 August 2011

Dear Mr Wood

Article 21 of The Town & Country Planning General Development Procedure Order 1995
Application for approval of details reserved by condition 2 following approval of planning application
AB/91/08/
24 Queen Street Arundel,,

Receipt No P87810 Amount: £ 85.00
Receipt No P87811 Amount: £ -60.00

TOTAL PAID: £ 25.00

Thank you for your recent submission for approval of details reserved by condition which was accepted as a valid application on 3rd August 2011. It is being dealt with by Mrs S Leeson who will be able to help you should you have any questions.

The Planning Service is currently considering these details and will be undertaking a consultation exercise with the internal departments and external agencies where appropriate.

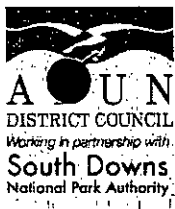
A response to your submission will be sent to you at the earliest opportunity.

Please be aware that some of our correspondence including the Decision Notification will be sent by email if you have provided an email address on your forms. It is therefore important to inform us if your email address changes throughout the course of the application.

Yours sincerely

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

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97 Catherington Lane
Horndean
Waterlooville
Hampshire
PO8 9PD

Dear Mr Wood

**The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)**

**Application for approval of details reserved by condition 2 following approval of planning application AB/91/08/
24 Queen Street Arundel**

Thank you for your recent application which I received on 3rd August 2011. It is being dealt with by Mrs D Johnson 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 :-

No fee accompanied your application as is required by the Regulations. I suggest that the required fee is £25 and would be grateful if you would forward a cheque for this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices)

Please provide a schedule of materials and finishes and samples of such materials and finishes to be used for the external walls and roof of the proposed extension.

From the window information provided, please be specific on which windows will be used, and the specific size of each window.

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 18th August 2011. 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.

Yours sincerely

Keri Roberts
Assistant Director Planning Services &
Housing Strategy

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**Our Ref: AB/73/11/DOC
Your Ref:**

Please ask for:
Mrs D Johnson
(01903) 737500 Ext 37762
4th August 2011

03 04/8 -
letter sent
by post

pmac42