

Michael Pearce & Associates Ltd
Orchard House
47 Sea Lane Gardens
Ferring
BN12 5EQ

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: AB/82/20/L
Your Ref:
Date: 31st July 2020

Dear Mr Pearce,

Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)

Listed Building Consent for Alterations, Extension or Demolition of a Listed Building

Development: Listed Building consent to split bathroom into 2 to form en-suite and separate shower room, alter position of front en-suite shower room, form roof terrace over existing flat roof area, change ground floor kitchen in to bedroom with possible en-suite, reconfigure staircase leading to basement & improve headroom, reduce level of floor slab to increase headroom & convert garage & storage area into habitable accommodation to form open plan kitchen & living room with separate WC and utility room, increase width of garage door opening for full height glazed doors and form light well & possible porch extension to front.

Location: 83 Tarrant Street Arundel BN18 9DN

Thank you for your recent application which I received on 29th July 2020. It is being validated by Nicola Moore who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following item(s) have been received or resolved :-

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <http://www.arun.gov.uk/making-a-planning-application>
If you are unable to access the website, please contact this office so a copy can be sent to you.

Please provide the above by **14th August 2020** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website www.arun.gov.uk/planning-privacy-statements

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.