



Ms Eve Hearsey
Eve Hearsey Development & Planning
Consultant
45 Valley Road
North Sompting
West Sussex
BN15 0JP

Arun District Council
Arun Civic Centre
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Planning & Building Control General Enquiries
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Our Ref: **AL/72/12/**
Your Ref:

Please ask for:
Mrs J Grieves
01903 737711 x 37448

9th July 2012

Dear Ms Hearsey

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

Development Conversion from storage in relation to tourist accommodation to 1 no. tourist accommodation unit.

Location The Old Stables Old Dairy Lane Norton

Thank you for your recent application which I received on 3rd July 2012. 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 :-

✓ The fee deposited with your application is incorrect. I suggest it should be £335. This would attract an additional fee of £165. I 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)

I require 1 electronic or 3 paper copies of an amended block/site plan to show the position of the proposed works accordingly

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 July 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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Yours sincerely

A handwritten signature in black ink, appearing to be 'KAR' with a stylized flourish underneath.

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

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