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website: www.arun.gov.uk/planning

Our Ref: AL/75/12/

Your Ref:

Please ask for:
Miss C Burrows
extn 37459

Dear Mr M Wood

16th July 2012

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

Development Application for variation of condition 7 imposed under previously approved planning application AL/106/10 relating to external fenestration & provision of bin canopy

Location East Barn Old Dairy Lane, Norton Lane Aldingbourne Norton

Thank you for your recent application which I received on 9th July 2012. 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 :-

No fee accompanied your application as is required by the Regulations. I suggest that the required fee is £170 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) 31/8/12

I require 1 electronic or 3 paper copies of a revised location plan with the site clearly red edged in accordance with the guidance notes available on our website detailed below (click on National List). ✓ 31/8/12

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 **30th 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.