



Ms N Belcher
Hook Place
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Aldingbourne
West Sussex
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Our Ref: AL/95/18/L

Your Ref:

**Please ask for:
Technical Support Team
01903 737711**

Dear Ms Belcher

25th September 2018

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

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

Development Application for Listed Building Consent for replacement of wooden driveway gates on a like for like basis & installation of woodburning stoves.

Location Hook Place Hook Lane Aldingbourne

Thank you for your recent application which I received on 17th August 2018. It is being validated by Technical Support Team 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 :-

Location Plan

Please submit 1 electronic or 3 paper copies of an amended location plan at a scale of 1:1250 or 1:2500 for rural areas showing 2 named roads. Further details of what must be included on the plan can be found in the National Validation Requirements.

Block Plan

Please submit 1 electronic or 3 paper copies of a block/site plan at a scale of 1:500 or 1:200 showing the position of the proposed works. Further details of what must be included on the plan can be found in the National Validation Requirements.

Please provide details/elevations (to scale) of the proposed replacement gates

Please provide details of the proposed woodburning stoves and details of the flues.

For further detailed information on both the National and Local Validation Requirements please go to our website: <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 **9th October 2018** or your application will be closed as incomplete and

you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

A handwritten signature in black ink, appearing to be 'NC', followed by a period.

Neil Crowther
Group Head of Planning