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

Stride & Son
Southdown House
St Johns Street
Chichester
West Sussex
PO19 1XQ

Our Ref: AW/111/14/HH
Your Ref:

Please ask for:
Miss C Burrows
extn 37459

9th April 2014

Dear Sir/Madam

Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2010 (as amended)

Application for Planning Permission for Works or Extension to a Dwelling

Development Replace flat roof with pitched roof to match existing dwelling

Location South Lodge Bowling Green Close Bognor Regis

Thank you for your recent application which I received on 27th March 2014. It is being validated by Miss C Burrows 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 :-

Block Plan

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

Elevations

Please submit 1 electronic or 3 paper copies of clearly labelled revised existing and proposed elevations at a scale of 1:50 or 1:100 as on the South side it shows there to be 1 large door however on the floor plan it indicates a small window and door attached, please confirm and amend accordingly. Further details can be found in the National Validation Requirements.

For further detailed information on both the National and Local Validation Requirements please go to our website: http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA. 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 **23rd April 2014** or your application will be returned to you as incomplete and you will have to resubmit if you wish to proceed with the development. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

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Yours faithfully



Karl Roberts
Assistant Director Planning & Economic Regeneration