



Mr M Dodds
High Gables
3 The Fairway
Aldwick
West Sussex
PO21 4EL

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
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Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: AW/137/14/TC
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Dodds

13th May 2014

Town & Country Planning Act 1990 (as amended) s211 Notice
Application for Prior Notification of Work to Tree(s) in a Conservation Area

Development Reduce height of 1 No Fir Tree by 6 metres within the Aldwick Bay Conservation Area.

Location High Gables 3 The Fairway Aldwick

Thank you for your recent application which I received on 29th April 2014. It is being validated by Mrs D Johnson 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 :-

Please provide a plan showing the position of the Fir Tree.

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 **27th May 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.

Yours sincerely

Karl Roberts
Assistant Director Planning & Economic Regeneration