



Mr C Lord
7 High Trees
Aldwick
West Sussex
PO21 4AA

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

Our Ref: AW/154/18/PL
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Lord

20th June 2018

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission

Development Variation of a condition 3 imposed under AW/56/98/ to change the use of ancillary dwelling to a holiday let.
Location 7 High Trees Aldwick

Thank you for your recent application which I received on 29th May 2018. 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 date the Declaration and return accordingly. A copy of the applicaiton will be posted to you today so you can date the declaration. Please return to this office once completed.

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 **4th July 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

Neil Crowther
Group Head of Planning