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

A & B Design
GoldenHill
Belbins
Romsey
Hampshire
SO510PE

Our Ref: AW/201/14/HH
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

22nd July 2014

Dear Mr Bernardez

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 Two storey front and rear extension and roof conversion within the Craigweil House Conservation Area.

Location 53 Kingsway Aldwick

Thank you for your recent application which I received on 14th July 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 :-

Block Plan

Please submit 1 electronic or 3 paper copies of a block/site plan at a scale of 1:500 or 1:200. Further details of what must be included on the plan can be found in the National Validation Requirements. Also, please clearly highlight the proposed works and include measurements from the proposals to the site boundaries.

The existing and proposed side elevations and floor plans do not accord. Please amend accordingly.

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 **5th August 2014** or your application will be returned to you 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

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Karl Roberts
Assistant Director Planning & Economic Regeneration