



Mr N Clews
Craig Lea
1 Canons Close
Aldwick
West Sussex
po21 4eb

Arun District Council
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Littlehampton
West Sussex BN17 5LF
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website: www.arun.gov.uk/planning

Our Ref: AW/211/13/CLP

Your Ref:

**Please ask for:
Mrs D Johnson
01903 737762**

26th September 2013

Dear Mr Clews

**Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2010 (as amended) - Article 35
Application for Certificate of Lawfulness for a Proposed Use or Building**

Development Application for a Lawful Development Certificate for a proposed infill extension to the rear; remove the existing flat roof that is in situ on this section of the property and replace with a pitch roof no higher than the other pitches on the property.

Location Craig Lea 1 Canons Close Aldwick

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following items are 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. Please provide the measurements of the proposal to the site boundaries.

Roof Plan

Please submit 1 electronic or 3 paper copies of existing and proposed roof plan. Please refer to the National Validation Requirements for further details.

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

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA>

If you are unable to download the required documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by **10th October 2013**. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

If this letter has crossed with you providing the information, please ignore it.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Karl Roberts', with a long, sweeping horizontal flourish underneath the main text.

Karl Roberts