

Mr B Butcher
Rainbow Cottage
Nyetimber Lane
Aldwick
West Sussex
PO21 3JX

Your Ref:
Our Ref : AW/40/12/
Please ask for:
Mr P Stack
Direct Dial: 01903 737785
20th February 2012

Dear Mr Butcher

The Town and Country Planning Act 1990 (as amended)

External alteration of new 'catslide' tiled roof over garage, new balustrade to existing balcony
& external material alterations

25 Kingsway Aldwick PO21 4DH

Receipt No P89232 Amount: £ 150.00

VAT Number 193 5586 24

TOTAL PAID: £ 150.00

Thank you for your recent planning application, which was accepted as a valid application on 17th February 2012. It is being dealt with by Mr P Stack who will be able to help you by telephone, should you have any questions. However, I would point out that it will not be possible for you to meet with the case officer unless a prior appointment has been arranged.

This Council is legally obliged to publicise all planning applications received. I would be grateful if you would display the enclosed notice on or near the site for 21 days from the date you receive this letter in a position where it can easily be seen by the general public. A decision cannot be made until 22nd March 2012 which is the end of the advertising period.

If you have not received a decision by 13th April 2012 and have not agreed in writing to extend this time limit, or been advised that your application is invalid, you are entitled to appeal to the Secretary of State in accordance with the Town and Country Planning Act within 6 months from the date by which the decision should have been made (unless the application has been referred to the Secretary of State by this Council for decision). Appeals must be made on a form which is obtainable from the Planning Inspectorate, Customer Support Unit, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

Please be aware that some of our correspondence including the Decision Notification will be sent by email if you have provided an email address on your forms. It is therefore important to inform us if your email address changes throughout the course of the application.

Please do not hesitate to contact us if you have any queries.

Yours sincerely



Karl Roberts
Assistant Director Planning Services &
Housing Strategy

Mr B Butcher
Rainbow Cottage
Nyetimber Lane
Aldwick
West Sussex
PO21 3JX

Dear Mr Butcher

The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)

External alteration of new 'catslide' tiled roof over garage, new balustrade to existing balcony & external material alterations
25 Kingsway Aldwick

Thank you for your recent application which I received on 15th February 2012. It is being dealt with by Mrs J Grieves who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

Please confirm which North elevation is existing and proposed.

Conservation Area Consent is not required. Please submit Application for Householder forms 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=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance 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 1st March 2012. 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.

Yours sincerely



Kad Roberts
Assistant Director Planning Services &
Housing Strategy

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
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Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: AW/40/12/

Your Ref:

Please ask for:

Mrs J Grieves
Technical Support Unit Assistant
16th February 2012