



Mr & Mrs R Hayler
16 Robins Drive
Aldwick
West Sussex
PO21 3BL

Arun District Council
Arun Civic Centre
Maltravers Road
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website: www.arun.gov.uk/planning

Our Ref: AW/83/18/CLP
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr & Mrs Hayler

6th April 2018

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015 - Article 39

Application for Lawful Development Certificate for a Proposed Use or Development

Development Lawful development certificate for a proposed attached storage area/shed to side elevation.
Location 16 Robins Drive Aldwick

Thank you for your recent application which I received on 18th March 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 :-

An incomplete fee was received upon submission. Please forward the balance of £17.00 to this office.

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 **20th April 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