



Eve Hearsey Planning & Development
Consultant
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Our Ref: A/89/14/PL

Your Ref:

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

14th July 2014

Dear Ms Hearsey

**Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2010 (as amended)
Application for Planning Permission**

Development Erection of garage/workshop with an increase in height to the front boundary
Location Downsview Littlehampton Road Ferring

Thank you for your recent application which I received on 7th 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. Please provide measurements from the proposal to the site boundaries.

Please provide elevations for the boundary wall.

Please note the amended description.

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 **28th July 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

Karl Roberts
Assistant Director Planning & Economic Regeneration