



Stephen Jupp MRTPI
Sally Field Lodge
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Our Ref: BE/55/18/PL
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Jupp

10th May 2018

Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission for Works or Extension to a Dwelling

Development Erection of double garage (resubmission following BE/15/17/PL). This application affects the setting of a listed building & may affect the character & appearance of the North Bersted Conservation Area.

Location Rear of 95-99 North Bersted Street Bersted

Thank you for your recent application which I received on 19th April 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 :-

This proposal can't be considered with on a Householder Application as the scheme is not habitable yet. Please provide a Full Planning Application.

No fee accompanied this submission. Please forward the amount of £234.00 to this office.

Plan 8A indicates a scale of 1:100 in the legend. The plans do not scale correctly at this scale. 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/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 **24th May 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