



Mr S Jupp MRTPI
Sally Field Lodge
Rotten Row
Sidlesham
Chichester
PO20 7QB

Arun District Council
Arun Civic Centre
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Our Ref: BE/81/18/PL
Your Ref:

Please ask for:
Mrs J Grieves
01903 737500 x 37448

Dear Mr Jupp

6th August 2018

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission

Development Change of use of the property from dwellinghouse to mixed use dwellinghouse & attached building for the operation of a hairdressing business (A1) & retention of attached building.

Location 324 Chichester Road Bersted

Thank you for your recent application which I received on 10th July 2018. It is being validated by Mrs J Grieves 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 an amended scale of 1:500 or 1:200 showing the measurements from the extension to the boundaries.

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 August 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