Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail:planning@arun.gov.uk
website: www.arun.gov.uk/planning

AMdesign Architects
1 The Grove
Felpham
West Sussex
PO22 7EY

**Our Ref: BR/130/13/**
**Your Ref:**

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

Dear Mrs Aldis-Hobbs

30th May 2013

**Town & Country Planning Act 1990 (as amended)**
**Town & country Planning (Development Management Procedure) (England) Order 2010 (as amended)**

**Application for Planning Permission for Works or Extension to a Dwelling**

**Development** First floor juliette balcony

**Location** Seafield Terrace Stocker Road Bognor Regis West Sussex

Thank you for your recent application which I received on 22nd May 2013. It is being dealt with by Mrs D Johnson 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 the address of the site (Section 4 does not have a number for Seafield Terrace).

Please provide the above by **13th June 2013**. 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.

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.

*If this letter has crossed with you providing the information, please ignore it.*

Yours sincerely



Karl Roberts
Assistant Director Planning & Economic Regeneration