MARK HILL
SURVEY & DESIGN

Services offered: Measured Surveys • Planning & Listed Building Applications • Building Regulation Applications • Specification Writing • Licensing Plans for Pubs & Restaurants • Estate Agency Plans for Particulars

19 April 2011

Planning Department,
Arun District Council,
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex.
BN17 5LF.

ARUN DISTRICT COUNCIL
- 9 MAY 2011
RECEIVED

Our Ref: 091/MH

Dear Sirs,

Proposed Extension and Alterations.
Hillside Cottage, Burpham, Arundel, West Sussex. BN18 9RR.

I have been instructed by my clients, Mr. & Mrs. Reader, to submit a Planning Application for the proposed extension and alterations to the above site.

As requested, we enclose 4 copies of the completed Planning Application Forms, Checklist and 4 copies of the 'Certificate of Ownership' Forms, along with the Design and Access Statement and application fee (cheque to the value of £150.00).

We enclose 4 copies of the proposed drawings for your approval, Drawing No. 091.PG1 – Proposed Floor Plan – 1/50, Elevations – 1/50, and Drawing No. 091.PG2 – Roof Plan – 1/100, Location Plan – 1/1250 & Block Plan – 1/500, and Drawing no. 091/S1 – Plans and Elevations – 1/50.

We trust the enclosed information meets with your approval. Should you require any further information, please do not hesitate to contact us.

Kind Regards.

Yours sincerely,

[redacted]

Mark Hill ACIAT

Encs.

cc. Client

Proprietor: Mark Hill • 10 Westbury Lodge • Queens Lane • Arundel • West Sussex • BN18 9RZ

ARUN DISTRICT COUNCIL B/12/11/