



West Sussex County Council
The Tannery
Westgate
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West Sussex
PO19 3RJ

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries
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Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning
Our Ref: EG/36/11/CLE
Your Ref:

Dear Sir / Madam

Please ask for:
Mrs D Johnson
(01903) 737500 Ext 37762

22nd July 2011

(as amended)
Town and Country Planning Development Management Procedure Order 2010

Application for certificate of lawfulness for an existing use as a detached bungalow
17 Elm Grove South Barnham

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following matters are resolved:-

As discussed with Miss Burrows on 13 July 2011, please forward the email you received from council tax to daun.johnson@arun.gov.uk.

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 documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by 5th August 2011. If this information is not received by this date the application will be returned as incomplete and you will have to submit a fresh application.

Yours faithfully

Ken Roberts
Assistant Director Planning Services &
Housing Strategy