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Our Ref: EG/57/17/L
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Croucher

26th July 2017

Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)

Application for Listed Building Consent for Alterations, Extension or Demolition of a Listed Building

Development Application for Listed Building Consent for the replacement of 1 No. condenser on North elevation & removal 1 No. condenser from East elevation with addition of 1 No. condenser to West elevation.

Location The Wilkes Head ancillary building Church Lane Eastergate

Thank you for your recent application which I received on 17th July 2017. 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 :-

Block Plan Amend

Please submit 1 electronic or 3 paper copies of a block/site plan at a scale of 1:500 or 1:200. Further details of what must be included on the plan can be found in the National Validation Requirements. Please highlight the proposed works.

Please confirm the amended description is satisfactory.

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 **9th August 2017** 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

A handwritten signature in black ink, appearing to be 'NC' followed by a flourish and a period.

Neil Crowther
Group Head of Planning