



Sawkings & Norton Architects
1 The Quarry
Betchworth
Betchworth
RH3 7BY

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

Our Ref: EP/42/18/HH
Your Ref:

Please ask for:
Miss K Garner
01903 737500 x 37467

Dear Mr Stephen Bickford-Sawkings

3rd April 2018

Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission for Works or Extension to a Dwelling

Development Proposed new two storey side extension and single storey rear extension with associated landscaping works.

Location 18 South Strand East Preston

Thank you for your recent application which I received on 12th March 2018. It is being validated by Miss K Garner 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 - Proposed

Please submit 1 electronic or 3 paper copies of a proposed block/site plan at a scale of 1:500 or 1:200 to include the proposals clearly indicated on the plan, with dimensions shown to the boundary. Further details of what must be included on the plan can be found in the National Validation Requirements.

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 **17th April 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