



Caldotec Ltd
Ms L Galloway
Caldotec Ltd
41 Willowhayne Avenue
East Preston
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Our Ref: FG/135/13/

Your Ref:

**Please ask for:
Miss C Burrows
extn 37459**

Dear Ms L Galloway

29th October 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 Modernise front entrance with in-fill extension to front. Rear extension of 1.5 depth with part glazed and part mono pitched roof.

Location 16 South Drive Ferring

Thank you for your recent application which I received on 17th October 2013. It is being validated by Miss C Burrows 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 :-

Elevations

Please submit 1 electronic or 3 paper copies of revised existing and proposed elevations at a scale of 1:50 or 1:100, the East elevations do not accord with the floor plans, there appears to be a window from Bedroom B2 missing from the elevation drawing. Further details 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/main.cfm?type=HELPWITHMAKINGAPLA>. 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 **12th November 2013** or your application will be returned to you as incomplete and you will have to resubmit if you wish to proceed with the development. 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 read 'Karl Roberts', with a stylized flourish underneath.

Karl Roberts
Assistant Director Planning & Economic Regeneration