



Ms J Andrews
Flat Ocean Parade
9 Ferringham Lane
Ferring
West Sussex
BN12 5QG

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: FG/172/18/PL

Your Ref:

**Please ask for:
Mrs D Johnson
01903 737762**

31st October 2018

Dear Ms Andrews

**Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Full Planning Permission**

Development Change 1 No. window to bi-fold doors
Location Ocean Parade, Flat 9 Ferringham Lane Ferring

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 items are received or resolved:-

Please provide existing and proposed floor plans and elevations, all to scale correctly with each other. The floor plans and elevations need to scale correctly with each other and the location and block plan.

On the location plan, please edge the site in red and provide a north point.

On the block plan, please highlight the proposed works.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/making-a-planning-application>

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 **14th November 2018**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

Yours sincerely

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

Neil Crowther