



Mr Andrew Strange
80Whyke Lane
Chichester
PO19 7PD

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: FP/144/18/HH
Your Ref:

Please ask for:
Miss C Burrows
01903 737500 x37459

Dear Mr A Strange

26th June 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 Replace low level side extension & conservatory with single side extension set back to allow additional parking.
Location 12 Flansham Lane Felpham

Thank you for your recent application which I received on 3rd June 2018. 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 :-

Block Plan - revised

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

Roof Plan

Please submit 1 electronic or 3 paper copies of existing and proposed roof plan. Please refer to the National Validation Requirements for further details. Please also indicate the proposed velux windows on this drawing.

The proposed left hand side elevation indicates a window that has not been indicated on the submitted floor plan, please amend one of the drawings and submit a revised plan.

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 **10th July 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

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

Neil Crowther
Group Head of Planning