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

Mrs H Gagan
4 Deanery Square
Bognor Regis
PO21 5DA

Our Ref: FP/160/13/
Your Ref:

Please ask for:
Miss K Garner
01903 737711 x 37467

23rd September 2013

Dear Mrs Gagen

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 Alterations and extensions; ground floor side and rear extensions, new roof with 1st floor accomodation, new porch. Resubmission following FP/94/13/.

Location 15 Halliwick Gardens Felpham

Thank you for your recent application which I received on 13th September 2013. 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

Please submit 1 electronic or 3 paper copies of an amended proposed block/site plan at a scale of 1:500 or 1:200 to include measurements from the proposed extension to each boundary (in metric). 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/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 **7th October 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

Karl Roberts
Assistant Director Planning & Economic Regeneration

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