



Richard Mazillius:Architects
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Our Ref: FP/209/18/CLP
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Mazillius

9th October 2018

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015 - Article 39

Application for Lawful Development Certificate for a Proposed Use or Development

Development Lawful development certificate for a proposed single storey side extension.
Location 52 Downview Road Felpham

Thank you for your recent application which I received on 31st August 2018. It is being validated by Mrs D Johnson 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 :-

Two existiing floor plans have been submitted. Please retitle as existing and proposed floor plans as appropriate.

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 **23rd October 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