



Mr K E Hilton
2 Albert Chambers
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**Our Ref: FP/220/12/
Your Ref:**

**Please ask for:
Miss K Garner
01903 737500 x 37467**

Dear Mr Hilton

14th November 2012

**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 Rear dining/lounge extension
Location 2 Pulborough Way Flansham Felpham

Thank you for your recent application which I received on 9th November 2012. It is being dealt with by Miss K Garner who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

Please submit 1 electronic or 3 paper copies of existing and proposed east elevations in accordance with the guidance notes available on our website detailed below (click on National List).

Please provide the above by **28th November 2012**. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

For further guidance or to obtain the documents as required above please refer to our website: <http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

If this letter has crossed with you providing the information, please ignore it.

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