



Mrs S Lee
2a Blakes Road
Felpham
West Sussex
PO22 7EB

Arun District Council
Arun Civic Centre
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Planning & Building Control General Enquiries
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website: www.arun.gov.uk/planning

Our Ref: FP/31/14/T
Your Ref:

Please ask for:
Mrs J Grieves
01903 737711 x 37448

Dear Mrs Lee

28th February 2014

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Works to Tree(s) on trees subject to a Tree Preservation Order (TPO)

Development Mediterranean Oak crown reduction
Location 2a Blakes Road Felpham

Thank you for your recent application which I received on 11th February 2014. It is being validated by Mrs J Grieves 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 :-

Please provide a location plan/sketch plan to show the position of the trees.

Please confirm in metres the amount of crown reduction.

Please confirm the species. Is it a Mediterranean Oak or Evergreen Oak?

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 **14th March 2014** 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