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

Morgan Signs & Designs Ltd
Unit A4
Walsall Enterprise Park
Walsall
WS2 9HQ

Our Ref: FP/42/17/A
Your Ref:

Please ask for:
Miss C Burrows
extn 37459

24th February 2017

Dear Mr G Morgan

Town & Country Planning (Control of Advertisement) (England) Regulations 2007 (as amended)
Application for Consent to Display an Advertisement(s)

Development Various illuminated & non-illuminated signage at various locations within the site

Location The Southdowns 133 Felpham Way Felpham

Thank you for your recent application which I received on 13th February 2017. 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 :-

Location Plan

Please submit 1 electronic or 3 paper copies of a revised location plan at a scale of 1:1250 or 1:2500 for rural areas with all proposed signage clearly indicated. 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/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 March 2017** 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

Karl Roberts
Director Planning & Economic Regeneration

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