



Mr N Glanfield
14 Felpham Way
Felpham
West Sussex
OP22 8QT

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
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Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

**Our Ref: FP/47/12/
Your Ref:**

**Please ask for:
Daun Johnson
01903 737762**

Dear Mr Glanfield

14th March 2012

Town & Country Planning Act 1990 (as amended)

Application for Planning Permission for Works or Extension to a Dwelling

Development Removal of old concrete driveway and replace with permeable brick block paving

Location 14 Felpham Way Felpham

Thank you for your recent application which I received on 8th March 2012. It is being dealt with by Daun Johnson 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 :-

I require 1 electronic or 3 paper copies of a block/site plan in accordance with the guidance notes available on our website detailed below (click on National List).

I require 1 electronic or 3 paper copies of a location plan in accordance with the guidance notes available on our website detailed below (click on National List).

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.

Please provide the above by **28th March 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.

Yours sincerely

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

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