Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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e-mail:planning@arun.gov.uk
website: www.arun.gov.uk/planning

Mr P Robinson
Larkfield
Yapton Road
Barnham
West Sussex
PO22 0AY

Our Ref: FP/77/15/HH
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

27th April 2015

Dear Mr Robinson

Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission for Works or Extension to a Dwelling

Development Single storey rear extension.

Location 32 Westmorland Drive Felpham

Thank you for your recent application which I received on 20th April 2015. 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 :-

Block Plan

Please submit 1 electronic or 3 paper copies of a block/site plan at a scale of 1:500 or 1:200. Further details of what must be included on the plan can be found in the National Validation Requirements. Please clearly highlight the proposed works and provide measurements from the proposal to the site boundaries.

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 **11th May 2015** or your application will be returned to you 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
Assistant Director Planning & Economic Regeneration

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