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Our Ref: FP/80/17/PL

Your Ref:

**Please ask for:
Miss C Burrows
01903 737500 x37459**

Dear Mr W Matthews

21st April 2017

**Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission**

Development 3No. replacements dwellings

Location 112 Felpham Way Felpham

Thank you for your recent application which I received on 23rd March 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 :-

No fee accompanied your application. I suggest that the required fee is £1155 and would be grateful if you would forward this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices)

Please note that unfortunately the applicant has already benefitted from a 'free go' on this site (reference FP/32/16/PL) and therefore a fee of £1155.00 is being requested.

Please confirm in writing the description is now correct.

Q.17 of the submitted application states the proposed use will include 5No. 3beds, this differs from the application description. If incorrect then please amend accordingly.

Please confirm in writing the site address is 112-114 Felpham Way.

Please note that the floor plans and elevations do not appear to accord. We only appear to have details of 1 dwelling instead of the proposed 3.

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 **5th May 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

A handwritten signature in black ink, appearing to be 'NC' followed by a flourish and a period.

Neil Crowther
Group Head of Planning