



Mr R Brown  
4 Norfolk Place  
Littlehampton  
West Sussex  
BN17 5PD

Arun District Council  
Arun Civic Centre  
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Littlehampton  
West Sussex BN17 5LF  
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**Our Ref: F/17/13/**

**Your Ref:**

**Please ask for:  
Mrs D Johnson  
01903 737762**

Dear Mr Brown

2nd October 2013

**Town & Country Planning Act 1990 (as amended)  
Town and Country Planning (Development Management Procedure) (England) Order 2010 (as amended)  
Application for Planning Permission**

**Development** Form open sided canopy and enclosed store on east side of the North Warehouse  
**Location** R T Page & Sons Ltd, Unit R2 Ford Road Ford

Thank you for your recent application which I received on 20th September 2013. 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 :-

Location Plan

Please submit 1 electronic or 3 paper copies of a location plan at a scale of 1:2500 for rural areas to include one road name. Further details of what must be included on the plan can be found in the National Validation Requirements.

No fee was paid upon submission. Please forward a cheque to this office, or phone to pay over the telephone, for £3080.00.

The Location plan, siting and parking plan, floor plans, elevations and roof plans do not scale correctly. Please amend accordingly.

Please label the floor plans and elevations as existing or proposed as appropriate.

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 **16th October 2013** 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

A handwritten signature in black ink, appearing to read 'Karl Roberts', with a stylized flourish underneath.

Karl Roberts  
Assistant Director Planning & Economic Regeneration