



Henry Adams Planning Ltd
Rowan House
Baffins Lane
Chichester
West Sussex
PO19 1WA

Dear Mrs Appleton

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control 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

Our Ref: K/28/11/

Your Ref:

Please ask for:
Mrs S Honney-Bayes
01903 737500 Ext 37445

22nd November 2011

**The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)**

**Outline application with some matters reserved for demolition of existing detached dwelling
& erection of 2 no. 5 bed dwellings, double garage & alterations to existing access
69 Coastal Road, Kingston**

Thank you for your recent application which I received on 17th November 2011. It is being dealt with by Mrs S Honney-Bayes 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 revised location plan showing 2 named roads, in accordance with the guidance notes available on our website detailed below (click on National List). ✓

Please provide 1 electronic or 3 paper copies of a revised plan (drawing no. 11/46/03). There are windows shown on the ground floor and first floor plans (bedroom 5/study) which do not match the windows shown on the north elevation (Plot 2). Please amend. ✓

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 6th December 2011. 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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