



Mr C Barker
Brooklyn Chambers
11 Goring Road
Worthing
West Sussex
BN12 4AP

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

**Our Ref: LU/116/13/
Your Ref:**

**Please ask for:
Miss K Garner
01903 737711 x 37467**

Dear Mr Barker

22nd May 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 Demolition of existing commercial properties and erection of 66 residential dwellings, incorporating 20 affordable dwellings, parking provision, access and landscaping - This application is a Departure from the Development Plan

Location Hollyacre Toddington Lane Littlehampton West Sussex

Thank you for your recent application which I received on 3rd May 2013. It is being dealt with by Miss K Garner 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 :-

Please submit 1 electronic or 3 paper copies of a 'Bin Storage and Collection Statement' or provide these details for each house on a block plan in accordance with the guidance notes available on our website detailed below (click on Local List).

Please provide the above by **4th June 2013**. 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.

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.

If this letter has crossed with you providing the information, please ignore it.

Yours sincerely

A handwritten signature in black ink, appearing to read 'KARL', with a long, sweeping horizontal line underneath.

Karl Roberts
Assistant Director Planning & Economic Regeneration