



Mr T E Unsted
55-57 Sea Lane
Rustington
West Sussex
BN16 2RQ

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

Our Ref: LU/11/18/DOC
Your Ref:

Please ask for:
Miss K Garner
01903 737500 x 37467

Dear Mr Unsted

17th January 2018

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Approval of Conditions

Development Approval of details reserved by conditions imposed under LU/357/17/HH relating to Condition 4 - Schedule of materials & finishes.
Location 6 Northway Road Wick Littlehampton

Thank you for your recent application which I received on 17th January 2018. It is being validated by Miss K Garner 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 :-

The fee deposited with your application is incorrect. I suggest it should be £34. This would attract an additional fee of £6. I would be grateful if you would forward a cheque for this amount to me as soon as possible. (Please note that cash can no longer be accepted)

Please confirm the site address at Q3 on the applications form is No.6, not No.1 Northway Road.

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 **31st January 2018** 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

Neil Crowther
Group Head of Planning