

From: Carl Moore [REDACTED]
Sent: 06 May 2022 09:41
To: Nicola Spencer [REDACTED]
Subject: FW: 56-57 Pier Road, Littlehampton

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Good morning Nicola,

Thank you for your reply, as requested I will submit the application directly to the planning department.

With regard the attached form, I have saved the pdf again so you should be able to read the details. Please could you confirm.

Many thanks for your help.

Kind Regards,

Carl



ATTERBURY MOORE ASSOCIATES

Atterbury Moore Associates

Unit 1 Gosling Croft Business Park
Long Furlong
Clapham
Worthing
West Sussex BN13 3UT

From: Nicola Spencer [REDACTED] **On Behalf Of** Planning.Responses

Sent: Thursday, May 5, 2022 5:50 PM

To: Carl Moore [REDACTED]

Cc: Iqraa Malik [REDACTED]

Subject: FW: 56-57 Pier Road, Littlehampton

Dear Mr Moore

Thank you for your email.

You can email it manually to us at [REDACTED] and once we have given it a reference you can pay on line on our website. However the form you have attached is completely blank. (I think this may be to do with the adobe reader message). If you cannot complete it on the screen you may need to print out and fill in by hand and then scan it back in. Once you can get a completed form to us we can process it but we cannot do much without a completed form

Yours sincerely

Nicola

Nicola Spencer
Technical Support Manager,
Planning Services



Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF

To register to receive notification of planning applications in your area please go to
<https://www1.arun.gov.uk/planning-application-finder>

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From: Carl Moore <[REDACTED]>
Sent: 05 May 2022 16:47
To: Planning.Responses <[REDACTED]>; Iqraa Malik <[REDACTED]>
Subject: 56-57 Pier Road, Littlehampton

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Dear Ms Malik,

I would like to submit the attached Prior Approval (Change of Use) application, however the Planning Portal do not have this type of application on their web page. They offer a printable version of the form and ask that the form should be completed using Adobe Reader.

I should be very grateful if you could let me know how I can submit this application. Do I need to do this through the planning portal or can I submit this to Arun DC direct. Your assistance would be much appreciated.

Kind Regards,

Carl Moore



Atterbury Moore Associates
Unit 1 Gosling Craft Business Park
Long Furlong
Clapham
Worthing
West Sussex BN13 3UT

