

Architectura Design
463 Chichester Road
Bognor Regis
PO21 5EB

Please ask for: Ms Iqraa Malik
Email: iqraa.malik@terraquest.co.uk
Telephone: 0121 234 1390
Our Ref: LU/136/22/HH
Your Ref:
Date: 10th May 2022

Dear Mrs Davies,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015

Application for Planning Permission for Works or Extension to a Dwelling

Development: Two storey side extension and single storey side extension with alterations to fenestration and demolition of attached garage.

Location: 12 Reef Close Littlehampton BN17 6QG

Thank you for your recent application which I received on 10th May 2022. It is being validated by Ms Iqraa Malik who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a valid application until the following item(s) have been received or resolved :-

Form

As you are planning to amend a previous application, you will have to reapply for the works in full. Please confirm in writing your acceptance of the amended description.

Two storey side extension and single storey side extension with alterations to fenestration and demolition of attached garage

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <https://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.

If providing additional documents or information, please email it directly to us at: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **24th May 2022** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty

meeting this deadline please contact the above officer to extend the time scale.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website <https://www.arun.gov.uk/privacy-policy/>

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.

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