



Mr M Tuson
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Our Ref: LU/139/18/HH
Your Ref:

Please ask for:
Miss C Burrows
01903 737500 x37459

Dear Mr M Tuson

12th June 2018

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 2 storey side extension
Location 79 Clun Road Littlehampton

Thank you for your recent application which I received on 15th May 2018. It is being validated by Miss C Burrows 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 :-

Location Plan - revised

Please submit 1 electronic or 3 paper copies of a location plan at a scale of 1:1250 or 1:2500 for rural areas. Further details of what must be included on the plan can be found in the National Validation Requirements.

You appear to have submitted a Location plan but have named it Existing Site plan - please re-name this document or provide a Location plan to scale.

Block Plan - revised

Please submit 1 electronic or 3 paper copies of a revised block/site plan at a scale of 1:500 or 1:200 to include the site dimensions from the proposals to the site boundaries and to include 1 named road. Further details of what must be included on the plan can be found in the National Validation Requirements.

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 **26th June 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

A handwritten signature in black ink, appearing to be 'NC', followed by a period.

Neil Crowther
Group Head of Planning