



Mr R Brown
4 Norfolk Place
Littlehampton
West Sussex
BN17 5PD

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: LU/154/17/PL

Your Ref:

Please ask for:
Miss K Garner
01903 737500 x 37467
25th May 2017

Dear Mr Brown

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Full Planning Permission

Development Division of existing house to form a new separate dwelling and reducing the existing dwelling to its original size with a new bedroom formed in new dormer and roof space
Location 32 Griffin Crescent Littlehampton

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following items are received or resolved:-

Roof Plan

Please submit 1 electronic or 3 paper copies of existing and proposed roof plans. Please refer to the National Validation Requirements for further details.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/making-a-planning-application>

If you are unable to download the required documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by **8th June 2017**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

Yours sincerely

A handwritten signature in black ink, appearing to be 'NC' with a flourish and a period.

Neil Crowther