



Sloane and Brown
Unit 3B Woodhorn Business Centre
Woodhorn Lane
Oving
Chichester
PO20 2BX

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/192/18/PL
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Brown

23rd July 2018

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

Development External alterations to south & west elevations comprising of removal of external doors, replacing pair of doors with roller shutter & new horizontal cladding.
Location Enterprise Unit 1-5 Harwood Road Littlehampton

Thank you for your recent application which I received on 27th June 2018. It is being validated by Mrs D Johnson 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 :-

No fee was received upon submission. Please forward the amount of £234.00 to this office.

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 **6th August 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