



Mr R Curtis
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Arun District Council
Arun Civic Centre
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Planning General Enquiries
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website: www.arun.gov.uk/planning

Our Ref: LU/237/17/PL

Your Ref:

**Please ask for:
Mrs D Johnson
01903 737762**

15th August 2017

Dear Mr Curtis

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

Development Replacement of 5 No. windows.
Location 77B Beach Road 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:-

Location Plan Amend

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. Please red edge the site.

Block Plan Amend

Please submit 1 electronic or 3 paper copies of a block/site plan at a scale of 1:500 or 1:200. Further details of what must be included on the plan can be found in the National Validation Requirements. Please highlight the position of the proposed windows.

Please provide measurements of the existing windows being replaced, in metric, on the photo provided.

On the manufacturer details provided, please indicate which style of windows are proposed.

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 **29th August 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' followed by a flourish and a period.

Neil Crowther