



Miss V P Edmonds
18 River Road
Littlehampton
BN17 5BN

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

Our Ref: LU/342/13/CLE

Your Ref:

**Please ask for:
Miss K Garner
01903 737711 x 37467**

28th January 2014

Dear Miss Edmonds

**Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2010 (as amended) - Article 35
Application for Certificate of Lawfulness for an Existing Use or Building**

Development Application for a Certificate of Lawfulness for an Existing Use as 2No. one bed flats.
Location 5 Bayford 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:-

Flood Risk Assessment

This application requires a Flood Risk Assessment. The Environment Agency website provides information on what should be included and provides templates for some of the lower risk applications. Please refer to the Local Validation Requirements for further details and contact details for the Environment Agency.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA>

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 **11th February 2014**. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

If this letter has crossed with you providing the information, please ignore it.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Karl Roberts', with a long, sweeping underline.

Karl Roberts