



MH Architects Limited
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Arun District Council
Arun Civic Centre
Maltravers Road
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West Sussex BN17 5LF
Planning General Enquiries
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Our Ref: LU/46/20/PL

Your Ref:

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

4th March 2020

Dear Mr Purdy

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

Development	Demolition of existing building & construction of 1 No retail unit & 3 No. flats with associated external works & access. This application affects the setting of listed buildings & may affect the character & appearance of the River Road, Littlehampton Conservation Area.
Location	Littlehampton Covered Market 26-28 Surrey Street 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:-

On the proposed site plan, please provide measurements from the proposal to the site boundaries.

You are required to complete a CIL form which can be found at <https://www.arun.gov.uk/making-a-planning-application>.

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 **18th March 2020**. 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 period.

Neil Crowther
Group Head of Planning