

001_COT_ArunDC_P16-1266_150217

15th February 2017

Arun District Council
Planning Department
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF



Dear Sir/Madam,

LU/56/17/PL.

LU/55/17/A.

Planning Portal References: PP-05719989 and PP-05758148

**Proposed change of use from Class A1 (retail) to Class A5 (hot food takeaway)
and associated works, including signage scheme
22 Beach Road, Littlehampton, BN17 5HT**

I have been instructed by my client Southern Creations Ltd to submit parallel applications for full planning permission and advertisement consent for a proposed change of use from Class A1 (retail) to Class A5 (hot food takeaway) and associated works, including signage scheme, at 22 Beach Road, Littlehampton, BN17 5HT.

I enclose with this letter a cheque for the sum of £495 made payable to Arun District Council which represents the requisite application fees.

For clarification the applications were submitted via the Planning Portal on the 15th February 2017 and were allocated the reference numbers PP-05719989 and PP-05758148. The information submitted with these applications comprises the following documents:

- Planning application forms and certificates duly completed and signed
- Planning Statement (including marketing evidence and Flood Risk Assessment)
- Design and Access Statement
- Spec and Noise Data for Two Coldroom Remotes
- Local Validation Requirements Checklists (one per application)
- Biodiversity Checklist (full application only)
- Site Location Plan – Scale 1:1250 @ A4
- Proposed Elevations Inc. Shopfront and Signs – Drawing No. PL02 RevA
- Proposed Plans Inc. Mechanical Spec – Drawing No. PL01 RevA
- Existing Plans – Drawing No. E01 RevA

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I trust that the submitted information is in order and I look forward to receiving confirmation that the application has been registered as soon as possible. Should you require any further information, please do not hesitate to contact me.

Yours sincerely,



CATHERINE O'TOOLE
Planner

