



Architectural Designs
157 Methuen Road
Southsea
Hants
PO4 9HQ

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: LU/6/18/PD
Your Ref:

Please ask for:
Miss C Burrows
01903 737500 x37459

Dear Mr C Rutter

18th January 2018

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (General Permitted Development) Order 2015 Schedule 2
Application for Prior Notification for Permitted Development

Development Prior notification under Class M for a change of use from shop (Class A1) to dwelling house (Class C3).
Location 70 High Street Littlehampton

Thank you for your recent application which I received on 9th January 2018. It is being validated by Miss C Burrows 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 :-

The fee deposited with your application is incorrect. I suggest it should be £172. This would attract an additional fee of £92. I would be grateful if you would forward a cheque for this amount to me as soon as possible. (Please note that cash can no longer be accepted)

Please provide the above by **1st February 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