



Mrs A J Barnard-Grove
Butterfly House Day Nursery
40 Norfolk Road
Littlehampton
West Sussex
BN17 5HE

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Our Ref: LU/79/18/PL
Your Ref:

Please ask for:
Mrs J Grieves
01903 737500 x 37448

Dear Mrs Barnard-Grove

16th April 2018

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

Development Application for variation of a condition no.1 following grant of planning permission LU/414/06 relating to an increase in numbers from 33 children to 45 children, same days & time

Location 40 Norfolk Road Littlehampton

Thank you for your recent application which I received on 28th March 2018. It is being validated by Mrs J Grieves 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 :-

Ordnance Survey Licence

The submitted location plans appear to be a copy of Arun District Council Ordnance Survey plans. Unfortunately these are not allowed to be used for further applications. Please forward new copies of a location plan at a scale of 1:1250

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://www.arun.gov.uk/making-a-planning-application>
If you are unable to access the website, please contact this office so a copy can be sent to you.

Please provide the above by **30th April 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