

Mr D Ashman
11 Hazel Grove
Arundel
West Sussex
BN18 9DD

Dear Mr Ashman

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control 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: LY/19/11/
Your Ref:

Please ask for:
Mrs S Honney-Bayes
01903 737500 Ext 37445

27th September 2011

The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)

Alterations to dwelling under construction. Amendment to approval LY/2/10/
Thelton House Apartments Crossbush Lane Crossbush Arundel

Thank you for your recent application which I received on 26th September 2011. It is being dealt with by Mrs S Honney-Bayes who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

I require 1 electronic or 3 paper copies of a revised location plan to show a red edge around the application site (and any other land owned by the applicant edged in blue) and Crossbush Lane marked as a named road, in accordance with the guidance notes available on our website detailed below (click on National List).

The plans submitted state 'do not scale from this drawing'. Please provide plans which are scaleable or confirm that the wording can be removed from the drawings.

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

If you are unable to download the required guidance 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 October 2011. 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.

Yours sincerely



Karl Roberts
Assistant Director Planning Services &
Housing Strategy

pmac42

