



Mr B K Martin
32 Shalbourne Crescent
Bracklesham Bay
Chichester
West Sussex
PO20 8JY

Dear Mr Martin

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: M/110/11/
Your Ref:**

Please ask for:
Mrs S Honney-Bayes
01903 737500 Ext 37445
30th November 2011

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

**Application for outline planning permission with all matters reserved for proposed replacement of existing chalet bungalow with new 4 bed chalet bungalow
90 Ancton Way Middleton-on-Sea**

Thank you for your recent application which I received on 29th November 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 block/site plan to show a red edge around the whole of the application site (not only the footprint of the new dwelling). ✓

I require 1 electronic or 3 paper copies of a revised location plan to show a red edge around the whole of the application site (not only the footprint of the new dwelling). ✓

Please provide details of indicative access points - an area or areas in which the access point or points will be situated. ✓

This application requires a Flood Risk Assessment. Please refer to the guidance notes available on our website detailed below (click on Local List) ✓

Please complete the enclosed validation checklist - all boxes must be completed even if not applicable. The incorrect validation checklist was submitted with the application. ✓

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 14th December 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

pmac42