



Rudi Design
10 Barton Way
Bracklesham Bay
Chichester
PO20 8PX

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/55/12/

Your Ref:

**Please ask for:
Miss C Burrows
extn 37459**

Dear Mr R Tyrrell

27th July 2012

**Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2010 (as amended)**

Application for Planning Permission for Works or Extension to a Dwelling

Development Side and rear single storey flat roof extension

Location 8 Hadley Close Middleton On Sea

Thank you for your recent application which I received on 24th July 2012. It is being dealt with by Miss C Burrows 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 with the proposed rooflights clearly shown in accordance with the guidance notes available on our website detailed below (click on National List).

Please confirm in writing if the foul drainage is being connected to the existing mains system. We require a full drainage environmental assessment if the means of foul drainage is not being connected to the existing public mains system. Please advise accordingly.

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 **10th August 2012**. 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.

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