



Mr Wayne Gander
Chartered Architectural Technologist
98 Durrington Lane
Worthing
West Sussex
BN13 2RQ

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/57/12/
Your Ref:**

**Please ask for:
Mrs S Honney-Bayes
extn. 37445**

Dear Mr Gander

9th August 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 Dormer window & velux roof light to front elevation

Location 19 Old Point Middleton-on-Sea Bognor Regis

Thank you for your recent application which I received on 6th August 2012. 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 showing a red edge around the application site and Old Point marked as a named road. ✓

Please provide 1 electronic or 3 paper copies of a revised existing ground floor plan. There is a window shown on the existing side elevation (next to sun room) which is not on the floor plan.

Please provide 1 electronic or 3 paper copies of the other proposed side elevation.

The plans provided state they are A3 but they will only print at A4. Please provided revised plans. ✗

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 **23rd 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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