



Mr K Russell
23 High Street
Portsmouth
Hampshire
PO1 2US

Dear Mr Russell

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: **P/43/11/NMA**
Your Ref: _____

Please ask for:
Mrs D Johnson
(01903) 737500 Ext 37454
19th May 2011

**Application for a non-material amendment following a grant of planning permission P/87/08/
for the addition of 2 velux windows and to indicate the 'as constructed' relationship between
the garage building and the rear boundary
12 Bridorley Close Pagham**

Thank you for your recent application which I received on 17th May 2011. It is being dealt with by Mrs D Johnson 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 :-

No fee accompanied your application as is required by the Regulations. I suggest that the required fee is £170 and would be grateful if you would forward a cheque for this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices)

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/cgi-bin/buildpage.pl?mysql=3390>

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 2nd June 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