



Mr B Butcher
Rainbow Cottage
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West Sussex
PO21 3JX

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Arun Civic Centre
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Our Ref: P/67/19/HH
Your Ref:

Please ask for:
Nicola Moore
01903 737500 X 37944

Dear Mr Butcher

18th July 2019

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission for Works or Extension to a Dwelling

Development Removal of part of existing conservatory and erection of single storey rear extension.
Location 5 The Crescent Pagham

Thank you for your recent application which I received on 15th July 2019. It is being validated by Nicola Moore who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following item(s) have been received or resolved :-

Block Plan

Please submit 1 electronic or 3 paper copies of an amended block/site plan showing the measurement to the rear boundary of the property. Further details of what must be included on the plan can be found in the National Validation Requirements.

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://www.arun.gov.uk/making-a-planning-application>
If you are unable to access the website, please contact this office so a copy can be sent to you.

Please provide the above by **1st August 2019** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Neil Crowther
Group Head of Planning