

Mr Clayton Ayling
Focus Consulting
Pavilion View
19 New Road
Brighton and Hove
BN1 1UF

Our Ref : R/135/11/CLP

Please ask for:

Mr J Smith
Direct Dial 01903 737761

6th July 2011

Dear Sir/Madam

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

Application for a Certificate of Lawfulness for a proposed loft conversion as per Focus letter dated 25/05/11 in addition to works approved under application R/44/11.

Shencot 44 Seafield Road Rustington BN16 2JQ

Receipt No. P87407

Amount: £ 75.00

VAT Number 193 5586 24

TOTAL PAID: £ 75.00

Thank you for your recent planning application, which was accepted as a valid application on 5th July 2011. It is being dealt with by Mr J Smith who will be able to help you by telephone, should you have any questions. However, I would point out that it will not be possible for you to meet with the case officer unless a prior appointment has been arranged.

If you have not received a decision by 30th August 2011 and have not agreed in writing to extend this time limit, or been advised that your application is invalid, you are entitled to appeal to the Secretary of State in accordance with the Town and Country Planning Act within 6 months from the date by which the decision should have been made (unless the application has been referred to the Secretary of State by this Council for decision). Appeals must be made on a form which is obtainable from the Planning Inspectorate, Customer Support Unit, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

Please be aware that some of our correspondence including the Decision Notification will be sent by email if you have provided an email address on your forms. It is therefore important to inform us if your email address changes throughout the course of the application.

This acknowledgement only relates to planning and does not relate to any other legislation which may or may not apply such as Building Regulations. You will need to carry out your own checks to determine whether any other consents or permissions are required. For advice on whether Building Regulations are required please visit the government's website www.planningportal.gov.uk or seek your own professional advice. If you are in any doubt you will need to submit a formal Building Regulations submission.

Please do not hesitate to contact us if you have any queries.

Yours faithfully

