



Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF

Mr B Roberts
Old Barn Cottage
49 Sea Lane
Rustington
West Sussex
BN16 2RG

Your Ref:

Please ask for:
Mrs J Grieves
01903 737711 x 37448

Dear Mr Roberts

29th June 2012

Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)
Planning (Listed Buildings and Conservation Areas) Regulations 1990 (as amended)
Application for Listed Building Consent for Alterations, Extension or Demolition of a Listed Building

Development Application for Listed Building Consent to erect new pedestrian access into Cudlow Avenue as shown on enclosed plan.

Location Old Barn Cottage 49 Sea Lane Rustington West Sussex

Thank you for your recent application which I received on 26th June 2012. It is being dealt with by Mrs J Grieves 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 :-

Please provide a design and access statement in accordance with the guidance notes available on our website detailed below (click on National List).

Please submit 3 copies of existing plans

Please submit 1 electronic or 3 paper copies of a Heritage Statement in accordance with the guidance notes available on our website detailed below (click on Local List).

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 **13th July 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.