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**Our Ref:** R/144/18/HH

**Please ask for:**

**Tracey Headley-Smith**

Dear James Roberts

18 July 2018

**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** Single storey extension  
**Location** 14 Milton Close Rustington,,

In acknowledging receipt of the above application, I informed you that the target date for determination of the application was 13th August 2018. Whilst every endeavour will be made to still reach a decision on your application within the statutory time it may not be possible to meet this timescale because Requested until 17.08.18 via email to agent.

I am therefore writing to ask you to formally agree to extend the period for deciding your application until 18th July 2018.

Please indicate your agreement by signing and dating the response slip at the end of this letter and returning it to me by . Please retain a copy of my letter for your records.

If you agree to the extension of time, an appeal against non determination cannot be made until that extended period has elapsed.

Yours sincerely

Neil Crowther  
Group Head of Planning

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I agree to an extension of time until 18th July 2018 to determine application R/144/18/HH

Signed (electronic will be acceptable) .....

Name (printed) ..... Date .....