



Tony Rogers Building Consultants  
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website: [www.arun.gov.uk/planning](http://www.arun.gov.uk/planning)

**Our Ref: R/189/18/PL**

**Your Ref:**

**Please ask for:  
Mrs D Johnson  
01903 737762**

3rd October 2018

Dear Mr Rogers

**Town & Country Planning Act 1990 (as amended)  
Town and Country Planning (Development Management Procedure) (England) Order 2015  
Application for Full Planning Permission**

**Development** Single storey side extension  
**Location** 1 Artex Avenue Rustington

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following items are received or resolved:-

**Local Validation Checklist**

Please provide the Local Validation Requirements Checklist in order to comply with the local validation requirements. No further validation will take place until this is received.

**Biodiversity Checklist**

Please provide the Biodiversity Checklist so that so that the ecological impacts of proposals can be assessed. Both the checklist and the guidance notes are available on the Council's website and further information can be found in the Local Validation Requirements. No further validation will take place until this is received.

For further guidance or to obtain the documents as required above please refer to our website:  
<http://www.arun.gov.uk/making-a-planning-application>

If you are unable to download the required 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 **17th October 2018**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

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Yours sincerely

A handwritten signature in black ink, appearing to be 'NC' with a flourish and a period.

Neil Crowther