



Mr J Tompkins
Landiver Architects Limited
The Workshop
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Our Ref: R/210/19/CLP
Your Ref:

Please ask for:
Mrs J Grieves
01903 737500 x 37448

Dear Mr Tompkins

6th September 2019

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015 - Article 39

Application for Lawful Development Certificate for a Proposed Use or Development

Development Application for Certificate of Lawfulness for a Proposed Use - Timber outbuilding
Location 35 Sea Avenue Rustington

Thank you for your recent application which I received on 30th August 2019. It is being validated by Mrs J Grieves 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 a block/site plan at a scale of 1:500 or 1:200 showing measurements to all boundaries from the proposal.

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 **20th September 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