Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
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Minicom: 01903 732765
e-mail:planning@arun.gov.uk
website: www.arun.gov.uk/planning

Mr M Wilkinson
8 Holmes Lane
Rustington
Littlehampton
West Sussex
BN16 2QB

Our Ref: R/232/14/HH
Your Ref:

Please ask for:
Miss C Burrows
extn 37459

29th September 2014

Dear Mr Wilkinson

Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2010 (as amended)

Application for Planning Permission for Works or Extension to a Dwelling

Development Retention of 1.8m fence to North West boundary

Location 8 Holmes Lane Rustington

Thank you for your recent application which I received on 18th September 2014. It is being validated by Miss C Burrows 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 :-

No fee accompanied your application. I suggest that the required fee is £172 and would be grateful if you would forward this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices)

Block Plan

Please submit 1 electronic or 3 paper copies of a revised block/site plan at a scale of 1:500 or 1:200 with 1 named road. Further details of what must be included on the plan can be found in the National Validation Requirements.

Please amend the photographs submitted to indicate clearly the measurements of the fence in metres.

For further detailed information on both the National and Local Validation Requirements please go to our website: http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA. 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 **13th October 2014** or your application will be returned to you 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

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Karl Roberts
Assistant Director Planning & Economic Regeneration

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