ARUN
DISTRICT COUNCIL

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
[redacted]

Mr C Moore
Sussex Building Consultancy Limited
3 Northcote Road
Bognor Regis
West Sussex
PO21 5LZ

8th February 2011

Dear Mr Moore

The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)

Rear single storey extension and new window to side
36 Fircroft Crescent Rustington

Thank you for your recent application which I received on 7th February 2011. It is being dealt with by Mr P Cleveland 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 :-

One of the floor plan drawings in incorrectly labelled. Please amend and return accordingly.

For further guidance or to obtain the documents as required above please refer to our website: http://www.arun.gov.uk/cgi-bin/buildpage.pl?mysql=3390

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 22nd February 2011. 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.

Yours sincerely

[redacted]

pmac42