



Mr Russell McCourty
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Our Ref: R/36/19/HH
Your Ref:

Please ask for:
Sian Eggington
0121 2341390

Dear Folkes Architects

26th February 2019

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 Raising of ridge to allow for addition of first floor, single storey side extension and alterations to side and rear elevations.

Location 12 Central Avenue Rustington

Thank you for your recent application which I received on 22nd February 2019. It is being validated by Sian Eggington 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 :-

Form

Please confirm in writing your acceptance of the amended description.

Raising of ridge to allow for addition of first floor, single storey side extension and alterations to side and rear elevations.

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 **12th March 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