



Mr A Gale
89 Broadmark Lane
Rustington
West Sussex
BN16 2JA

Arun District Council
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Our Ref: R/41/19/NMA
Your Ref:

Please ask for:
Mrs J Grieves
01903 737500 x 37448

Dear Mr Gale

4th March 2019

Section 96A of the Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) - Article 10

Application for A Non-material Amendment Following a Grant of Planning Permission

Development Application for a non-material amendment following a grant of planning permission
R/285/17/HH - reduce conservatory in size and remove proposed juliet balcony &
replace with window

Location 89 Broadmark Lane Rustington

Thank you for your recent application which I received on 1st March 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 :-

Location Plan

Please submit 1 electronic or 3 paper copies of a location plan at a scale of 1:1250 or 1:2500 for rural areas. Further details of what must be included on the plan can be found in the National Validation Requirements.

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 **18th 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