ARUN
DISTRICT COUNCIL

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

[redacted]

Focus Consulting
Pavillion View
19 New Road
Brighton
East Sussex
BN1 1UF

01903 737500 Ext 37445

Dear Mr Ayling

10th March 2011

The Town and Country Planning Act 1990 (as amended)

Replacement of 2 no. catslide roof sections with flat roofs and relocation of 1 no. door and 2 no. windows to north and west elevations
44 Seafield Road Rustington

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following matters are resolved:-

I require 1 electronic or 3 paper copies of a revised block/site plan at a scale of 1:500 (the plan provided is not to this scale) or showing an amended scale. Please also clearly highlight all the proposed works, in accordance with the guidance notes available on our website detailed below (click on National List).

Please sign and date the Agricultural Land Declaration in the enclosed copy of your application form 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 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 24th March 2011. If this information is not received by this date the application will be returned as incomplete and you will have to submit a fresh application.

Yours sincerely

[redacted]

Assistant Director Planning Services & Housing Strategy