



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

Mr J Palmer
Plan It Sussex
119 Newland Road
Worthing
West Sussex
BN11 1LB

Dear Mr Palmer

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

Proposed rear ground floor extension (re-submission following R/227/10/)
14 Angmering Way Rustington

Thank you for your recent application which I received on 16th March 2011. It is being dealt with by Mrs S Honney-Bayes 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 :-

I require 1 electronic or 3 paper copies of a revised block/site plan to show the road and adjoining properties, in accordance with the guidance notes available on our website detailed below (click on National List).

I require 1 electronic or 3 paper copies of a revised location plan showing a scale and a north point, in accordance with the guidance notes available on our website detailed below (click on National List).

Please provide 1 electronic or 3 paper copies of an existing floor plan at a scale of 1:50 or 1:100, in accordance with the guidance notes available on our website detailed below (click on National List).

Please provide 1 electronic or 3 paper copies of an existing (east) side elevation and a revised proposed (east) side elevation marked as 'proposed'. Please also provide 1 electronic or 3 paper copies of existing and proposed (west) side elevations.

Please sign and date the relevant Ownership Certificate in section 11 of the application form and date the Agricultural Land Declaration (copy enclosed).

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 30th March 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.