



Mr L A Jacobs
33 Hawke Close
Rustington
West Sussex
BN16 2AT

Arun District Council
Arun Civic Centre
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Our Ref: R/68/18/HH
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Jacobs

20th April 2018

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 Cement board cladding on front elevation & gables.
Location 33 Hawke Close Rustington

Thank you for your recent application which I received on 3rd April 2018. It is being validated by Mrs D Johnson 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 Amend

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. Please edge the application site in red and delete the scale that does not apply to the plan.

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 **4th May 2018** 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