



DyerGrimes Architects
The Old Boathouse
1A Embankment
Putney
SW15 1LB
SW15 1LB

Arun District Council
Arun Civic Centre
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Our Ref: **R/99/12/**
Your Ref:

Please ask for:
Mrs S Honney-Bayes
extn. 37445

Dear Mr Dyer-Grimes

10th May 2012

Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2010

Application for Planning Permission for Works or Extension to a Dwelling

Development Removal of tiled mansard to first floor, replacement of existing two-storey glazed front entrance, new front dormer with rooflight, alterations to existing rear dormer & balcony, new external staircase to rear, alterations to external fenestration, new boundary walls with gates & railings to front elevation

Location 1 Botany Close Rustington

Thank you for your recent application which I received on 4th May 2012. 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 :-

Please provide 1 electronic or 3 paper copies of revised existing and proposed elevations:

- The garage shown on the floor plans does not accord with front elevations. Please provide the following amended plans: existing and proposed front elevations (0293(00)06 (street view), 0293(00)07, 0293(01)06 Rev E (street view), 0293(01)07 Rev C and 0293(01)14).
- The existing and proposed east and west elevations have been labelled incorrectly (the east elevations correspond with the west side of the floor plans and vice versa). Please provide amended plans (0293(00)11, 0293(00)10, 0293(01)11 Rev B and 0293(01)10 Rev C).

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

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 **24th May 2012**. 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.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Karl Roberts', with a long horizontal flourish extending from the bottom of the signature.

Karl Roberts
Assistant Director Planning Services &
Housing Strategy