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Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

**Our Ref: WA/42/13/
Your Ref:**

**Please ask for:
Miss C Burrows
extn 37459**

Dear Mr Waller

10th October 2013

**Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2010 (as amended)
Application for Planning Permission**

Development Conversion of redundant farm building into family guest accommodation.
Location Slate Barn Farm Binstead Lane Binstead

Thank you for your recent application which I received on 25th September 2013. It is being validated by Miss C Burrows 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 :-

Block Plan

Please submit 1 electronic or 3 paper copies of a revised block/site plan at a scale of 1:500 or 1:200 with written dimensions including those from the dwelling to all site boundaries. 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/main.cfm?type=HELPWITHMAKINGAPLA>. 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 **24th October 2013** or your application will be returned to you as incomplete and you will have to resubmit if you wish to proceed with the development. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Karl Roberts
Assistant Director Planning & Economic Regeneration