



Mrs S A Boffee
Longacre Bungalow
Maypole Lane
Yapton
West Sussex
BN18 0DR

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

Our Ref: Y/15/11/
Your Ref:

Please ask for:
Mrs S Honney-Bayes

Dear Mrs Boffee

19th May 2011

The Town and Country Planning Act 1990 (as amended)

**Change of use from (C3) dwelling to (D1) day nursery
Longacre Bungalow Maypole Lane Yapton**

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 (1:500) to show both the red and blue edging and the proposed works clearly highlighted as shown on the previous plan, in accordance with the guidance notes available on our website detailed below (click on National List).

There are windows and a door shown on the proposed east elevation which do not match the windows and door detailed on the proposed ground floor plan. Please amend.

There is a window shown on the proposed first floor plan (bedroom 4) which is not shown on the proposed south elevation. Please amend.

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 2nd June 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

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

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