



Mrs S Leeson
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Our Ref: Y/70/15/L
Your Ref:

Please ask for:
Mrs J Grieves
01903 737711 x 37448

Dear Mr Leeson

1st September 2015

Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)
Planning (Listed Buildings and Conservation Areas) Regulations 1990 (as amended)
Application for Listed Building Consent for Alterations, Extension or Demolition of a Listed Building

Development Application for Listed Building Consent for internal alterations to provide 3 x bedrooms & a new porch in matching timber clad black stained & conversion & extension to existing carport to provide 5No. garages

Location The Piggery Hobbs Court Bilsham Road Yapton

Thank you for your recent application which I received on 27th August 2015. It is being validated by Mrs J Grieves 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 :-

Floor Plans

Please submit 1 electronic or 3 paper copies of clearly labelled existing floor plans at a scale of 1:50 or 1:100. Further details can be found in the National Validation Requirements.

Elevations

Please submit 1 electronic or 3 paper copies of clearly labelled existing elevations at a scale of 1:50 or 1:100. Further details can be found in the National Validation Requirements.

Please confirm your acceptance of the amended description

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 **15th September 2015** or your application will be returned to you 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

A handwritten signature in black ink, appearing to be 'Karl Roberts', with a stylized, flowing underline.

Karl Roberts
Director Planning & Economic Regeneration