



Mr Tim Uden
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website: www.arun.gov.uk/planning

Our Ref: Y/82/18/HH

Your Ref:

**Please ask for:
Charlotte Bodin
0121 2341390**

Dear Duncan O'Kelly Partnership

10th October 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 Car port to the side of existing garage

Location Ilex Cottage Church Road Yapton

Thank you for your recent application which I received on 28th September 2018. It is being validated by Charlotte Bodin 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 :-

Incorrect Certificate

Incorrect certificate details were completed on the application form, as the access shown within the red outline is shared, please resubmit the application form with section B, C or D correctly completed, together with any Article 11 notice to be served on owners and tenants where this is appropriate. Please refer to the National Validation Requirements.

Location Plan

Please show only the site to which the application relates outlined in red. Please also complete the gaps in the red site outline.

Block Plan

You are required to annotate the dimensions from the proposal to the site boundaries.

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 **22nd October 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.

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Yours sincerely

A handwritten signature in black ink, appearing to be 'NC', followed by a period.

Neil Crowther
Group Head of Planning