ADUR
DISTRICT COUNCIL

Civic Centre, Ham Road, Shoreham-by-Sea, West Sussex, BN43 6PR
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Development Control

Mrs Tanya Van-Houghton
17 Grover Avenue
Lancing
West Sussex
BN15 9RG

Our reference:	ADC/0060/11/INVAL
Your reference:	
Please ask for:	Dawn Ayres
Direct Line:	01903 221391
Date:	16th February 2011

Dear Sir/Madam

Front porch

17 Grover Avenue Lancing West Sussex BN15 9RG

With reference to your recent application in respect of the above before it can be registered and processed, I should be pleased if you would attend to the following point(s):-

1 Question 11: Certificate A needs to be dated.

2 Question 12a : Agricultural Land Declaration needs to be signed and dated.

3 Question 14: Declaration needs to be dated.

4 Please provide 4 copies of an Ordnance Survey location plan drawn to a metric scale of 1/2500 or 1/1250, which should outline the application site in red and any other land in the ownership of the applicant in blue.

5 Layout plan (eg 1:50 scale)

6 Elevation plans (eg scale 1:50)

Once this information is received your application will be registered as quickly as possible.

Yours faithfully,

Senior Administrative Officer