ADUR & WORTHING
COUNCILS

Mr Mel Humphrey
Mel Humphrey RICS C.Build E MCABE
39 Northease Drive
Hove
East Sussex
BN3 8PQ

Our reference: AWDM/1735/19/INVAL
Please ask for: Benjamin Marshall
Email: Benjamin.Marshall@adur-worthing.gov.uk

Date: 8th November 2019

Dear Sir/Madam

Lawful Development Certificate for hip to gable side extension to east elevation, rear dormer to south elevation, 2no. front rooflights to north elevation and 1no. obscurely glazed window to 2nd floor east elevation.

14 Williams Road Shoreham-By-Sea West Sussex BN43 6BP

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):-

- Please resubmit the existing Elevation Plan to include the relevant orientations (north, south, west, east);
- Please submit an existing and proposed Roof Plan;
- Please confirm you are in agreement with the above description.

Please ensure that any amended plans have a revised number/revision added to the title so that the latest can easily be identified. I would be grateful for your early response to avoid any further delay with validation; please clearly mark for my attention quoting the above reference and either submit by post or by email to Benjamin.Marshall@adur-worthing.gov.uk and not through the Planning Portal.

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

Please note
The Council are phasing out payments made by cheque.

Payments can be made online when submitting a planning portal application or by phoning the Planning section Monday to Friday between 10am and 4pm to pay by debit or credit card.

Yours faithfully,

Benjamin Marshall