ADUR
DISTRICT COUNCIL

Civic Centre, Ham Road, Shoreham-by-Sea, West Sussex, BN43 6PR
Tel: (01273) 263222 Fax: (01273) 263203 (Calls may be recorded)
www.adur.gov.uk DX 59765 Shoreham-by-Sea
e-mail: developmentcontrol@adur.gov.uk

Development Control

Jon Andrews Ltd
Chilcote
Threals Lane
West Chiltington
West Sussex
RH20 2RF

Our reference:	ADC/0227/09
Please ask for:	Democratic Services
Direct Line:	01273 263291
Date:	9th July 2009

Dear Jon Andrews Ltd,

Openable clear-glazed rooflights in north and south sides (with rear dormer added as 'permitted development')

3 Buckingham Avenue Shoreham-by-Sea West Sussex BN43 5GL

The acknowledgement letter previously sent to you mentioned the provisions for public speaking at Committee meetings and I enclose a leaflet explaining the procedure.

Your application is recommended for approval by officers but please note there have been third party requests to speak against your application. I enclose for your reference a copy of The Officers report.

The Development Control Committee will consider your application at their meeting on 20 July 2009. The meeting will take place in the Council Chamber at the Civic Centre, Ham Road, Shoreham-by-Sea, commencing at 7pm

You are entitled to speak at the Development Control Committee meeting. If you would like to do so, please register by telephone on 01273 263291 or email demsers@adur.gov.uk, no later than 12 noon **the** working day before the Committee meeting (i.e. normally the Friday prior to the Committee meeting on the Monday). **If you do not do this, we will assume that you do not wish to speak.**

The agenda for the meeting, including the officer's report to the Committee, is available to view on the Council's Website, www.adur.gov.uk

Yours faithfully

Keith Morgan
Planning Services Manager

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Paper certified as sustainable by an independent global forest certification organisation

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