



David Bennett Architects
The Old Cottage
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West Sussex
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Arun District Council
Arun Civic Centre
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West Sussex BN17 5LF
Planning & Building Control General Enquiries
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Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

**Our Ref: AW/201/12/
Your Ref:**

**Please ask for:
Mrs D Johnson
01903 737762**

Dear Mr Bennett

21st August 2012

**Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2010 (as amended)**

Application for Planning Permission for Works or Extension to a Dwelling

Development Rear extension and open porch to front elevation

Location 1 Heghbrok Way Bognor Regis West Sussex

Thank you for your recent application which I received on 16th August 2012. It is being dealt with by Mrs D Johnson who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

I require 1 electronic or 3 paper copies of a block/site plan in accordance with the guidance notes available on our website detailed below (click on National List). Please provide one named road. Please highlight/hatch proposed porch to front elevation **31/8/12**

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by **4th September 2012**. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.