



Mr G Castleton  
33 Churchill Avenue  
Bognor Regis  
West Sussex  
PO21 5QF

Arun District Council  
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Maltravers Road  
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West Sussex BN17 5LF  
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website: [www.arun.gov.uk/planning](http://www.arun.gov.uk/planning)

**Our Ref: AW/285/12/  
Your Ref:**

**Please ask for:  
Miss C Burrows  
extn 37459**

Dear Mr G Castleton

5th November 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** Installation of new fence  
**Location** 33 Churchill Avenue Bognor Regis

Thank you for your recent application which I received on 30th October 2012. It is being dealt with by Miss C Burrows 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 :-

- ✓ Please submit 1 electronic or 3 paper copies of a location plan in accordance with the guidance notes available on our website detailed below (click on National List).
- ✓ Please submit 1 electronic or 3 paper copies of existing and proposed floor plans at a scale of 1:50 in accordance with the guidance notes available on our website detailed below (click on National List).
- ✓ Please submit 1 electronic or 3 paper copies of existing and proposed elevations in accordance with the guidance notes available on our website detailed below (click on National List).

Please provide the above by **19th November 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.

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.

*If this letter has crossed with you providing the information, please ignore it.*

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