

Essan-K Planning Ltd
8 St Heliers Close
Maidstone
Kent
ME16 8QZ

Dear Mr Wilson

Our Ref: BE/8/12/
Your Ref:

Please ask for:
Mrs S Honney-Bayes

31st January 2012

The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)

Proposed storage container
Land adj 391 Chichester Road Bognor Regis

Thank you for your recent application which I received on 25th January 2012. It is being dealt with by Mrs S Honney-Bayes 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 location plan at a scale of 1:1250, showing a red edge around the application site, 2 named roads and a north point, in accordance with the guidance notes available on our website detailed below (click on National List).

Your application form states that the site address is 389 Chichester Road, however our maps show the site as being land adjacent to 391 Chichester Road. Please confirm the site address in writing.

Please complete the validation checklist - all boxes must be completed even if not applicable. The checklist and guidance notes are available on our website detailed below (Full Application Forms - Full application - and click on Checklist)

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 14th February 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.

Yours sincerely