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website: www.arun.gov.uk/planning

Our Ref: BR/10/17/PL
Your Ref:

Please ask for:
Charlotte Spencer
01903 737711

Dear Mr Philip Hamblin

20th January 2017

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission

Development Change of use to create additional A1 and B8 floorspace and removal of B2 floorspace, single storey side extension, alterations to windows, installation of palisade gates, installation of roller shutter, alterations to parking layout and installation of external security lighting

Location Site B Durban Road Bognor Regis

Thank you for your recent application which I received on 9th January 2017. It is being validated by Charlotte Spencer who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following item(s) have been received or resolved :-

Please confirm the floorspace amounts as per question 18 in the forms and within your design and access statement are correct. It is suggesting you are creating 330.3 sqm of floorspace, however, the extension is approximately 13 sqm. Please clarify and amend if necessary;

The description refers to security lighting but they have not been shown on the plans;

Please add the dimensions to demonstrate the distance between the extension and the boundary lines on the block or floor plans.

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://www.arun.gov.uk/making-a-planning-application>
If you are unable to access the website, please contact this office so a copy can be sent to you.

Please provide the above by **3rd February 2017** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

A handwritten signature in black ink, appearing to read 'KARL' followed by a stylized flourish.

Karl Roberts
Director Planning & Economic Regeneration