Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail:planning@arun.gov.uk
website: www.arun.gov.uk/planning

Miss K Wilson
2 Corbishley Road
Bognor Reigs
West Sussex
PO22 9HR

Our Ref: BR/161/13/
Your Ref:

Please ask for:
Miss K Garner
01903 737711 x 37467

12th July 2013

Dear Miss Wilson

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 Dropped kerb, for driveway.

Location 2 Corbishley Road Bognor Regis

Thank you for your recent application which I received on 2nd July 2013. It is being validated by Miss K Garner 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 :-

No fee accompanied your application as is required by the Regulations. I suggest that the required fee is ?172 and would be grateful if you would forward a cheque for this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices)

Location Plan

Please submit 1 electronic or 3 paper copies of a location plan at a scale of 1:1250 or 1:2500 for rural areas. Further details of what must be included on the plan can be found in the National Validation Requirements.

Block Plan

Please submit 1 electronic or 3 paper copies of a block/site plan at a scale of 1:500 or 1:200. Further details of what must be included on the plan can be found in the National Validation Requirements.

Please provide a plan at scale 1:200 to clearly show the visibilty splays. If you require assistance on how to do this, please contact Jamie Brown at WSCC Highways on 01243 777191.

For further detailed information on both the National and Local Validation Requirements please go to our website: http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA. 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 **26th July 2013** or your application will be returned to you as incomplete and you will have to resubmit if you wish to proceed with the development. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

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Yours sincerely

Karl Roberts
Assistant Director Planning & Economic Regeneration