



Mr N Jarvis
Luken Beck MDP Ltd
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Our Ref: BR/173/19/PD

Your Ref:

**Please ask for:
Mrs J Grieves
01903 737500 x 37448**

Dear Mr Jarvis

10th June 2019

**Town & Country Planning Act 1990 (as amended)
Town & Country Planning (General Permitted Development) Order 2015 Schedule 2
Application for Prior Notification for Permitted Development**

Development Notification for Prior Approval under Class O for change of use from an office (Class B1) to a dwelling (Class C3).

Location 98-100 Chichester Road Bognor Regis

Thank you for your recent application which I received on 10th June 2019. It is being validated by Mrs J Grieves 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 :-

Floor Plans

Please submit 1 electronic or 3 paper copies of clearly labelled proposed floor plans at a scale of 1:50 or 1:100. Further details can be found in the National Validation Requirements.

Please provide the above by **24th June 2019** 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

Neil Crowther
Group Head of Planning