



Mr A Hutchings ARIBA FRSA
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Petersfield
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Arun District Council
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Our Ref: BR/183/19/HH
Your Ref:

Please ask for:
Mrs J Grieves
01903 737500 x 37448

Dear Mr Hutchings

20th June 2019

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission for Works or Extension to a Dwelling

Development Single storey rear extension & bedroom in roof, following demolition of existing kitchen extension & conservatory.
Location 37 Hillsboro Road Bognor Regis West Sussex

Thank you for your recent application which I received on 12th 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 :-

Block Plan

Please submit 1 electronic or 3 paper copies of an amended block/site plan at a scale of 1:500 or 1:200 showing the measurements from the proposal to the boundaries

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 **4th July 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