

Elysia Wylie Hair & Beauty
11 Hampton Court
Bognor Regis
PO21 5SS

Please ask for: Mrs D Johnson
Email: daun.johnson@arun.gov.uk
Telephone: 01903 737762
Our Ref: BR/188/21/CLP
Your Ref:
Date: 3rd August 2021

Dear Mrs Wylie,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015 - Article 39

Lawful Development Certificate for a Proposed Use or Development

Development: Lawful development certificate for the proposed change of use of garden shed to salon.
Location: 11 Hampton Court Bognor Regis PO21 5SS

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following matters are resolved:-

The plan received does not have the entire shed as one wall is missing.

Please provide all measurements on the floor plan in metric.

If there are windows on the shed, please indicate these on the floor plan.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <https://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 **17th August 2021**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

If this letter has crossed with you providing the information, please ignore it.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website
<https://www.arun.gov.uk/privacy-policy/>

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.

To register to receive notification of planning applications in your area, please go to
<https://www1.arun.gov.uk/planning-application-finder>