



Coffee Cup Portsmouth Ltd
Coffee Cup
28 Kent Grove
Portchester
Fareham
PO16 9HB

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

Our Ref: BR/20/18/PL

Your Ref:

Please ask for:
Miss K Garner
01903 737500 x 37467

2nd February 2018

Dear Mr Adam Parsons

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

Development Change of use of shingle beach opposite the kiosk for the installation of decking with a wooden windbreak to form a seating area.
Location Shingle beach outside Coffee Cup Kiosk Bognor Regis Esplanade Bognor Regis

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 items are received or resolved:-

Sections

Please submit 1 electronic or 3 paper copies of a sectional plan of the proposed decking structure and finished floor/site levels to show the height and design. If it is not raised decking, please confirm this and we need to know the depth, construction plus materials of the proposed decking. Further details can be found in the National Validation Requirements.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/making-a-planning-application>

If you are unable to download the required documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by **16th February 2018**. 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.

Yours sincerely

A handwritten signature in black ink, appearing to be 'NC' followed by a flourish and a period.

Neil Crowther