



Ms C Sutton
MH Architects Limited
Ground Floor
Bicentennial Building
Southern Gate
PO19 8EZ

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
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website: www.arun.gov.uk/planning

Our Ref: BR/222/18/PL

Your Ref:

Please ask for:

Mrs J Grieves

01903 737500 x 37448

25th September 2018

Dear Ms Sutton

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

Development Erection of 4no. 2 bedroom dwellings with associated parking & landscape.
Location Land adjacent to Community Centre Westloats Lane 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:-

No fee accompanied your application as is required by the Regulations. I suggest that the required fee is £1848 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)

A Foul & Surface Water Drainage statement is required. Details can be found below
<https://www.arun.gov.uk/download.cfm?doc=docm93jjm4n1179>

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 **9th October 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' with a flourish and a period.

Neil Crowther