



Art of Dance & Fitness
The Old School
Bersted Street
Bognor Regis
West Sussex
PO22 9QE

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Our Ref: BR/251/18/CLE

Your Ref:

**Please ask for:
Mrs D Johnson
01903 737762**

Dear Mrs Betes

16th October 2018

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

**Application for Lawful Development Certificate for an Existing Use or Operation or Activity
including those in breach of a planning condition.**

Development Lawful development certificate for an existing dance school.

Location The Old School Bersted Street Bognor Regis

Thank you for your recent application which I received on 17th September 2018. It is being validated by Mrs D Johnson 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 :-

Location Plan Amend

Please only red edge the part of the school(s) being used as a dance studio.

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 **30th October 2018** 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