



Mr Roy Sartin  
4 Wheelwrights close  
Arundel  
BN18 9TA

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**Our Ref:** BR/259/14/PL

**Please ask for:**

**Ross Leal**

Dear Mr Sartin

10 March 2015

**Town & Country Planning Act 1990 (as amended)**  
**Town and Country Planning (Development Management Procedure) (England) Order 2010 (as amended)**  
**Application for Planning Permission**

**Development** Change of use of 1st floor from 2No. flats to 1No. flat and an office for charity administration (Class B1).  
**Location** Unit 1 5 Waterloo Square, Bognor Regis,

I refer to our previous correspondence regarding the time for determination being extended to 19th February 2015.

I am writing to ask you to formally agree to a further extension to the period for deciding your application until 17th March 2015. The reason for this is because additional time is required for the applicant to revise the site location plan and for the Council to issue a decision following this.

Please indicate your agreement by signing and dating the response slip at the end of this letter and returning it to me by 17th March 2015. Please retain a copy of my letter for your records.

If you agree to this further extension of time, an appeal against non determination cannot be made until that further extended period has elapsed.

Yours sincerely

Karl Roberts  
Assistant Director Planning & Economic Regeneration

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I agree to an extension of time until 17th March 2015 to determine application BR/259/14/PL

Signed (electronic will be acceptable) .....

Name (printed) ..... Date .....