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Our Ref: BR/25/20/HH

Your Ref:

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

19th February 2020

Dear Mr Barrow

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

Development Balcony over bay window. This application may affect the setting of a listed building & affects the character & appearance of the Upper Bognor Road & Mead Lane Conservation Area.

Location 51 Mead 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:-

Block Plan

The block plan submitted on 18/02/2020 is for the incorrect site. Please provide the correct block plan, including all details on the block plan in accordance with the National and Local Validation Criteria.

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 **4th March 2020**. 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