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website: www.arun.gov.uk/planning

Our Ref: BR/272/19/PL

Your Ref:

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

21st October 2019

Dear Mr Goacher

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

Development	Replacement of existing failed balcony slabs together with the railings on like for like basis & repair canopy roof. This application affects the character & appearance of the Aldwick Road Conservation Area.
Location	Flats 5 & 6 Sussex Court Park Road 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:-

Please provide a north point on the location and site plan.

On the site plan, please clearly highlight the proposed works.

An incorrect application form has been submitted. Because the site is not nationally listed, a Full Planning Application for, along with the fee of £206.00 is due.

Please confirm the amended address is satisfactory.

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 November 2019**. 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 period.

Neil Crowther