



Mr P Young
Old Mumford Farm
Bond Lane
Kingsnorth
Ashford
TN23 3ES

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: **BR/282/12/**
Your Ref:

Please ask for:
Miss K Garner
01903 737500 x 37467

Dear Mr Young

13th November 2012

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 the existing charity shop (A1 retail) to reataurant (A3) useage as an extension/enlargement of the adjoining restaurant Cardomom Bay at 43 Queensway.
Location Salvation Army Charity Shop 45 Queensway Bognor Regis

Thank you for your recent application which I received on 8th November 2012. It is being dealt with by Miss K Garner who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

Please submit 1 electronic or 3 paper copies of a block/site plan at scale 1:500 with the proposals highlighted in accordance with the guidance notes available on our website detailed below (click on National List). ✓

Please submit 1 electronic or 3 paper copies of existing and proposed rear elevations in accordance with the guidance notes available on our website detailed below (click on National List). - See email confirming no operational development. ✓

The Agricultural Holdings Certificate has not been signed. Please sign and date section (a) or (b) on Q25 on the enclosed form as applicable and return to us. ✓

Please submit 1 electronic or 3 paper copies of a Loss of Retail Use Statement: Viability Statement in accordance with the guidance notes available on our website detailed below (click on Local List). ✓

Please provide the above by **27th November 2012**. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

For further guidance or to obtain the documents as required above please refer to our website: <http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

If this letter has crossed with you providing the information, please ignore it.

pincag1