



Mr Alan Ward
Adept Planning
45 Brodie Road
Enfield
Middlesex
EN2 0ET

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries

Our Ref: BR/304/11/
Your Ref:

Please ask for:
Mrs S Honney-Baves

Dear Mr Ward

11th January 2012

The Town and Country Planning Act 1990 (as amended)

**Outline Application with all matters reserved for demolition of derelict two storey building & erection of 8 no. 1 bed flats & 6 no. 2 bed flats
18 Durban 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 matters are resolved:-

No fee accompanied your application as is required by the Regulations. I suggest that the required fee is £335 and would be grateful if you would forward this amount to me as soon as possible.

I require 1 electronic or 3 paper copies of a revised location plan at a scale of 1:1250 (the plan provided is not to scale), in accordance with the guidance notes available on our website detailed below (click on National List).

For further guidance or to obtain the documents as required above please refer to our website:

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 25th January 2012. If this information is not received by this date the application will be returned as incomplete and you will have to submit a fresh application.

Yours sincerely

Karl Roberts
Assistant Director Planning Services &
Housing Strategy