



Mr B Butcher
Rainbow Cottage
Nyetimber Lane
Aldwick
West Sussex
PO21 3JX

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries
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Our Ref: BR/319/11/
Your Ref:

Dear Mr Butcher

Please ask for:
Mrs S Honney-Bayes
01903 737500 Ext 37445

16th January 2012

The Town and Country Planning Act 1990 (as amended)

Change of use from residential dwelling (C3) to ground floor chiropractors (D1) with 1st floor residential accommodation to include demolition of existing garage/store & erection of single storey extension
206 London 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:-

I require 1 electronic or 3 paper copies of a revised block/site plan. The plan provided only shows 3 of the 4 parking spaces indicated on the application form, in accordance with the guidance notes available on our website detailed below (click on National List).

I require 1 electronic or 3 paper copies of a revised location plan showing a red edge around the application site, in accordance with the guidance notes available on our website detailed below (click on National List).

Please complete the validation checklist - all boxes must be completed even if not applicable. The checklist and guidance notes are available on our website detailed below (Full Application Forms - Full application - and click on Checklist)

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 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 30th 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