

BIS Design
61 Springfield Close
Lavan
Chichester
West Sussex
PO18 0AZ

Dear Mr Smith

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: FP/109/11/
Your Ref:**

Please ask for:
Mrs D Johnson
(01903) 737500 Ext 37454
2nd June 2011

**The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as
amended)**

**Erection of 1 No bungalow with associated parking and external works (Resubmission of
FP/241/10/)
21 Uppark Way Bognor Regis**

Thank you for your recent application which I received on 31st May 2011. It is being dealt with by
Mrs D Johnson 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 :-

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 a cheque for this amount to me
as soon as possible. (Please note that cash can no longer be accepted at these offices)

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/cgi-bin/buildpage.pl?mysql=3390>

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.

Please provide the above by 16th June 2011. 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.

Yours sincerely



Karl Roberts
Assistant Director Planning Services &
Housing Strategy