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**Our Ref: FP/114/11/CA**  
**Your Ref:**

Dear Mr Odell

**Please ask for:**  
Mrs S Honney-Bayes  
01903 737500 Ext 37445  
14th June 2011

**Planning (Listed Buildings and Conservation Areas) Act 1990**  
**Town and Country Planning Development Management Procedure Order 2010 (as amended)**

**Application for conservation area consent for demolition of existing dwelling & outbuildings & erection of 6 no. apartments with associated parking & landscaping (re-submission following FP/183/10/CA)**  
**30 Limmer Lane Felpham Bognor Regis**

Thank you for your recent application which I received on 10th June 2011. It is being dealt with by Mrs S Honney-Bayes 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 :-

I require 1 electronic or 3 paper copies of a revised existing block/site plan showing a red edge around the application site, and a revised proposed block/site plan showing the 6 cycle spaces, 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 provide 1 electronic or 3 paper copies of existing elevations and proposed side and rear elevations in accordance with the guidance notes available on our website detailed below (click on National List).

There are 11 car park spaces detailed on the application form, however the plans only show 10. Please amend.

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.

Please provide the above by 28th 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

pmac42