Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
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website: www.arun.gov.uk/planning

WHP Wilkinson Helsby
Suite 16A
St James Business Centre
Wilderspool Causeway
Warrington
PO22 6BL

**Our Ref: FP/125/15/TEL**
**Your Ref:**

**Please ask for:**
**Miss C Burrows**
**extn 37459**

11th June 2015

Dear Mr M O'Riordan

**Town & Country Planning Act 1990 (as amended)**
**Town & Country Planning (General Permitted Development) Order 2015 Schedule 2, Part 16**
**Town and Country Planning (Development Management Procedure) (England) Order 2015**
**Application for**

**Development** Prior Notification for the installation of 1No. cabinet adjacent to existing installation & replacement Phase 5 tower

**Location** Land at The Southdowns Middleton Road Bognor Regis

Thank you for your recent application which I received on 9th June 2015. It is being validated by Miss C Burrows who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following item(s) have been received or resolved :-

No fee accompanied your application. I suggest that the required fee is £385 and would be grateful if you would forward this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices)

Form

Please complete the following form and return accordingly:

http://www.planningportal.gov.uk/uploads/appPDF/C3810Form020_england_en.pdf

http://www.planningportal.gov.uk/uploads/appPDF/Help020_england_en.pdf

For further detailed information on both the National and Local Validation Requirements please go to our website: http://www.arun.gov.uk/making-a-planning-application
If you are unable to access the website, please contact this office so a copy can be sent to you.

Please provide the above by **25th June 2015** or your application will be returned to you as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Karl Roberts
Director Planning & Economic Regeneration