



Tree Rangers
14 Ford Road
Arundel
West Sussex
bn18 9ea

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
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Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: FP/192/12/TC
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Moore

16th October 2012

Town & Country Planning Act 1990 (as amended) s211 Notice
Application for Prior Notification of Work to Tree(s) in a Conservation Area

Development Crown reduction by 1m to 1 No Magnolia tree, reduce height to 6m to 1 No Bay tree and trim back 1 No Yew tree within the Felpham Conservation Area.

Location 90 Felpham Road Bognor Regis

Thank you for your recent application which I received on 11th October 2012. 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 :-

Please provide a plan showing the position of the trees.

Please indicate in metres how much will be trimmed back to the Yew tree and please indicate in metres how much you wish to reduce the height of the Bay tree.

Please provide the above by **30th October 2012**. 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.

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.

If this letter has crossed with you providing the information, please ignore it.

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