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website: [www.arun.gov.uk/planning](http://www.arun.gov.uk/planning)

**Our Ref: F/2/20/PL**

**Your Ref:**

**Please ask for:  
Mrs D Johnson  
01903 737762**

2nd March 2020

Dear Mr Brown

**Town & Country Planning Act 1990 (as amended)  
Town and Country Planning (Development Management Procedure) (England) Order 2015  
Application for Full Planning Permission**

**Development** Change the use of 1/2 the site area to a hard standing storage area (resubmission following F/9/19/PL).  
**Location** Land Adjacent Station Cottages Ford Road Ford

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 items are received or resolved:-

Biodiversity Survey and Report for Arun Valley

Please provide the above biodiversity survey. Please refer to the Local Validation requirements and the guidance notes for the Biodiversity Checklist for further information.

For further guidance or to obtain the documents as required above please refer to our website:  
<http://www.arun.gov.uk/making-a-planning-application>

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 **16th March 2020**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

Yours sincerely

A handwritten signature in black ink, appearing to be 'NC' with a flourish and a period.

Neil Crowther