



Ms Ruth Butler
Associates
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Our Ref: M/109/17/DOC
Your Ref:

Please ask for:
Miss K Garner
01903 737500 x 37467

Dear Ms Butler

20th October 2017

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Approval of Conditions

Development Application for approval of matters reserved by conditions imposed under M/6/17/PL relating to Condition 3 - Landscaping Scheme & Condition 6 - Surface Water Drainage details.

Location 1 Deepdene Cottage, Deepdene Close, Elmer, Bognor Regis

Thank you for your recent application which I received on 9th October 2017. It is being validated by Miss K Garner 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 £97 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)

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 **3rd November 2017** or your application will be closed 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

Neil Crowther
Group Head of Planning