



Mr Wayne Gander  
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**Our Ref: M/57/12/**

**Your Ref:**

**Please ask for:**  
**Mrs S Honney-Bayes**  
**extn. 37445**

21st August 2012

Dear Mr Gander

**Town & Country Planning Act 1990 (as amended)**  
**Town & country Planning (Development Management Procedure) (England) Order 2010 (as amended)**

**Application for Householder Planning Permission**

**Development** Dormer window & velux roof light to front elevation  
**Location** 19 Old Point Middleton-on-Sea Bognor Regis

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 matters are resolved:-

Please can you re-send the existing and proposed plans (01, 02a and 03). The plans state that they are A3 (1:100) however, they are printing on paper size A0.

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 **4th September 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.

Yours sincerely

Karl Roberts

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