



Sussex Building Plans
33 Highland Avenue
Bognor Regis
West Sussex
PO21 2BJ

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

Our Ref: P/10/20/PL

Your Ref:

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

18th February 2020

Dear Mr Hackett

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

Development Change of use of existing staff residential accommodation to be used as a separate unit of residential accommodation.
Location The Pagham Club 2 West Front Road Pagham

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:-

Location Plan Amend

Please only red edge the application site and blue edge any land adjoining the application site that is in the control/owned by the applicant.

Block Plan Amend

Please only red edge the application site and blue edge any land adjoining the application site that is in the control/owned by the applicant.

Floor Plans

Please submit 1 electronic or 3 paper copies of clearly labelled floor plans at a scale of 1:50 or 1:100. Further details can be found in the Validation Requirements List.

Please confirm that the proposed development does not include parking on the site.

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 **3rd 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.

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Yours sincerely

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

Neil Crowther