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e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: **P/94/14/CLP**
Your Ref:

Please ask for:
Miss C Burrows
extn 37459

Dear Mr P Brown

26th September 2014

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2010 (as amended) - Article 35

Application for Lawful Development Certificate for a Proposed Use or Development

Development Application for a Lawful Development Certificate for a Proposed use of the site for an increase of 2No. caravans to 3No. caravans
Location Field View Pagham Road Bognor Regis

Thank you for your recent application which I received on 10th September 2014. It is being validated by Miss C Burrows 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 :-

Block Plan

✓ Please submit 1 electronic or 3 paper copies of a block/site plan at a scale of 1:500 or 1:200 showing the position of the caravans. Further details of what must be included on the plan can be found in the National Validation Requirements.

Floor Plans

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

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA>. 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 **10th October 2014** or your application will be returned to you 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

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