



Mr M Bolton-Alarcon
Kemp Barn
Queens Lane
Arundel
West Sussex
BN17 9JN

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: AB/132/19/HH
Your Ref:

Please ask for:
Nicola Moore
Ext 37944

Dear Mr Bolton-Alarcon

19th December 2019

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission for Works or Extension to a Dwelling

Development Erection of small detached outbuilding within the private rear garden of the property.
Location Kemp Barn Queens Lane Arundel

Thank you for your recent application which I received on 9th December 2019. It is being validated by Nicola Moore 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 amend to show written dimensions to boundaries.

The floor and elevations do not accord. The door on the floor plan measures 1.35m and on the elevation measures 1.5m. Please amend accordingly and resubmit.

Please clearly label the floor and elevations plans as Proposed and resubmit.

Biodiversity Survey and Report

As your application is within the Arun Valley Impact Zone, you are required to provide a Biodiversity Survey and Report. Further guidance on this can be found at <http://www.naturalengland.gov.uk/> and on the Validation Requirements Checklist for Householders which is available on our website.

Where the information requested above relates to a local validation requirement, you may request that the requirement is waived. The information requested should be reasonable having regard to the nature and scale of the proposed development and about a matter which it is reasonable to think would be a material consideration in determining the application. If you do not feel this is the case, you can serve a notice on the Council, specifying which particulars or evidence you do not consider meet this test of reasonableness. You must state which items you disagree with and set out the reasons why you hold the view, please quote the application reference in your letter or email. The Council will then consider your case and respond. It should be noted that there is no right to challenge the national requirements as these requirements are contained in planning legislation.

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 **2nd January 2020** 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

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

Neil Crowther
Group Head of Planning