

Mr T E Unsted
55-57 Sea Lane
Rustington
West Sussex
BN16 2RQ

Please ask for: Mrs D Johnson
Email: daun.johnson@arun.gov.uk
Telephone: 01903 737762
Our Ref: AB/16/20/HH
Your Ref:
Date: 11th March 2020

Dear Mr Unsted,

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: Single storey rear extension & loft conversion.
Location: 150 Fitzalan Road Arundel BN18 9JZ

Thank you for your recent application which I received on 4th March 2020. It is being validated by Mrs D Johnson 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 :-

You are required to complete a CIL form which can be found at <https://www.arun.gov.uk/making-a-planning-application>.

Because the site is in the Arun Valley Impact Zone 2 area, you will need to supply a Biodiversity Survey/Report. Please consult the Local Validation Requirements on our website.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <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.

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.

Please provide the above by **25th March 2020** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website www.arun.gov.uk/planning-privacy-statements

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.