

Mr J Hall
Old Hundred
Sack Lane
Lidsey
PO22 9PE

Please ask for: Mrs D Johnson
Email: daun.johnson@arun.gov.uk
Telephone: 01903 737762
Our Ref: AL/110/21/CLP
Your Ref: Mr Hall
Date: 27th August 2021

Dear Mr Hall,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015 - Article 39

Lawful Development Certificate for a Proposed Use or Development

Development: Lawful development certificate for the proposed conversion of 2 No. dwellings into 1 No. dwelling.
Location: Old Hundred & 2 Lidsey Cottage Sack Lane Lidsey PO22 9PE

Thank you for your recent application which I received on 24th August 2021. 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 valid application until the following item(s) have been received or resolved :-

The declaration on the application form is out of date. Please re date the declaration accordingly.

We can't accept photos for the floor plan. The floor plan needs to be a pdf file and either show a scale or the measurements of the floor plan, including all openings, in metric.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <https://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 **10th September 2021** 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.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

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
<https://www.arun.gov.uk/privacy-policy/>

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.

To register to receive notification of planning applications in your area, please go to
<https://www1.arun.gov.uk/planning-application-finder>