

Mrs Julie Bree
Thatched Cottage
Arundel Road
Norton
PO18 0JX

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: AL/12/21/CLP
Your Ref:
Date: 19th February 2021

Dear Mrs Bree,

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: replace existing garden room/outbuilding
Location: Thatched Cottage Arundel Road Norton PO18 0JX

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 matters are resolved:-

Floor Plans

It is not clear from the submitted floor plan if this is existing or proposed. Please clearly label accordingly and re submit. If it is the Proposed Floor plan, you must submit a clearly labelled existing floor plan. Further details regarding Validation requirements can be found on our website.

Elevations

It is not clear if the submitted elevations are existing or proposed. Please clearly label accordingly and resubmit. If they are the Proposed elevations, you must also submit clearly labelled existing elevations. Further details can be found in the Validation Requirements List.

The Floor Plan includes a decking area, please confirm if this is to be included in the Application.

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.

Please provide the above by **5th March 2021**. 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.

If this letter has crossed with you providing the information, please ignore it.

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.

To register to receive notification of planning applications in your area, please go to <https://www.arun.gov.uk/planning> and click into Local Planning Application Finder.