Arun District Council
Arun Civic Centre
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Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Mr M Gibbens
LOOK, Design & Build
Forum House
Stirling Road
Chichester
PO19 7DN

Our Ref: AL/46/18/HH
Your Ref:

Please ask for:
Mrs J Grieves
01903 737500 x 37448

11th May 2018

Dear Mr Gibbens

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 extension to the rear of the property.

Location 2- Belle Vue Cottages Westergate Street Westergate

Thank you for your recent application which I received on 24th April 2018. It is being validated by Mrs J Grieves 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 :-

Location Plan

Please submit 1 electronic or 3 paper copies of an amended location plan at a scale of 1:1250 or 1:2500 showing 2 full named roads

Block Plan

Please submit 1 electronic or 3 paper copies of an amended block/site plan at a scale of 1:500 or 1:200 showing the position of the proposed works clearly highlighted together with the measurements from the proposal to the boundaries.

Lidsey Foul Water - Environmental Assessment

The site for this planning application lies within the Lidsey Drainage Catchment Area, please confirm whether your scheme is going to involve works which would require conection to foul drainage and whether you will be connecting to the existing public mains drainage system. If you are not and you will be connecting into a septic tank, cesspool or other means of private independent facility, you will need to submit an environmental assessment. Further details of what should be included in the statement can be found in the Local Validation Requirements.

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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 **25th May 2018** 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



Neil Crowther
Group Head of Planning