

Mr George Sayer
Limmer Pond Cottage
Nyton Road
Aldingbourne
PO20 3TX

Please ask for: Ms Iqraa Malik
Email: iqraa.malik@terraquest.co.uk
Telephone: 01212341390
Our Ref: AL/50/20/HH
Your Ref:
Date: 8th July 2020

Dear Mr Sayer,

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: Replacement of existing conservatory with new garden room
Location: Limmer Pond Cottage Nyton Road Aldingbourne PO20 3TX

Thank you for your recent application which I received on 8th July 2020. It is being validated by Ms Iqraa Malik 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 & Block Plan

You are required to have a scale bar on all plans. Please add this to your location and block plan. Please amend.

Floor Plans

You are required to have clear room labels on all floor plans. Please amend.

Floor Plans

Please submit clearly labelled existing and proposed first floor plans at a scale of 1:50 or 1:100.

Block Plan

You are required to have dimensions from the proposed extension(s) to all site boundaries. Please amend.

Elevations

You are required to have clear labels on your existing and proposed elevations. Please amend.

Address

Please confirm your address as you have outlined both 1 and 2 Limmer Cottage on your location plan.

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 **22nd July 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.

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 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.