

Mr & Mrs R Shurey
Arundel Road
Norton
PO20 0JX

CIL Officer
Planning Policy and Conservation
Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

Tel: 01903 737500
Email: cil@arun.gov.uk
Website: www.arun.gov.uk/cil
Date: 10th February 2026

Community Infrastructure Levy (CIL)

Dear Mr & Mrs Shurey

Planning Permission:	AL/84/20/PD
CIL Reference	1266
Site address:	Workshop at Hales Barn Farm Norton
Development of Description:	Prior Notification under Part 20, Class ZA for the demolition of Class B1(c) Light Industrial) building & construction of 1 No. new dwelling house in its' place (C3 Dwelling house).

I refer to the planning application AL/84/20/PD (as amended if applicable).

I refer to the above CIL Liable Planning Application. I am emailing you today with regards to the above application and CIL. Self Build relief was granted on the development reducing the CIL Charge to zero. One of the conditions of receiving this was that you must submit a Form 7 Self Build Form Part 2 within 6 months of completing the build.

Could you confirm whether the build has been completed and forward the relevant evidence as required per the Form 7 Part 2. Please email the Form 7 Part 2 form and necessary evidence to cil@arun.gov.uk (the evidence required is stipulated on the form which can be found online at www.arun.gov.uk/cil). Failure to provide this within 6 months of completion is a disqualifying event and will result in loss of relief and full payment due immediately.

Yours faithfully



Neil Crowther
Group Head of Planning

CILACK(ODB)