

C R Barrow & Associates Ltd
Studio 1
Manor Nursery
Lagness Road
Chichester
PO20 1LJ

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: AW/130/22/HH
Your Ref:
Date: 9th June 2022

Dear Mr Barrow,

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: Proposed rear balcony. Removal of pitched roof and replace with new flat roof.
Location: 37 Grosvenor Road Aldwick PO21 3EZ

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:-

The fee deposited with your application is incorrect. I suggest it should be £206.00. This would attract an additional fee of £178.00. I would be grateful if you would either make payment on line at <https://www1.arun.gov.uk/external/PaymentOnline.ofml> or forward a cheque made payable to Arun District Council for this amount to me as soon as possible. Please note we cannot accept cash.

Roof Plan

Please submit electronic plans showing the existing and proposed roof plan. Please refer to the Validation Requirements List for further details.

Please submit clearly labelled existing elevations.

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.

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.

If providing additional documents or information, please email it directly to us at: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **23rd June 2022**. 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 <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>