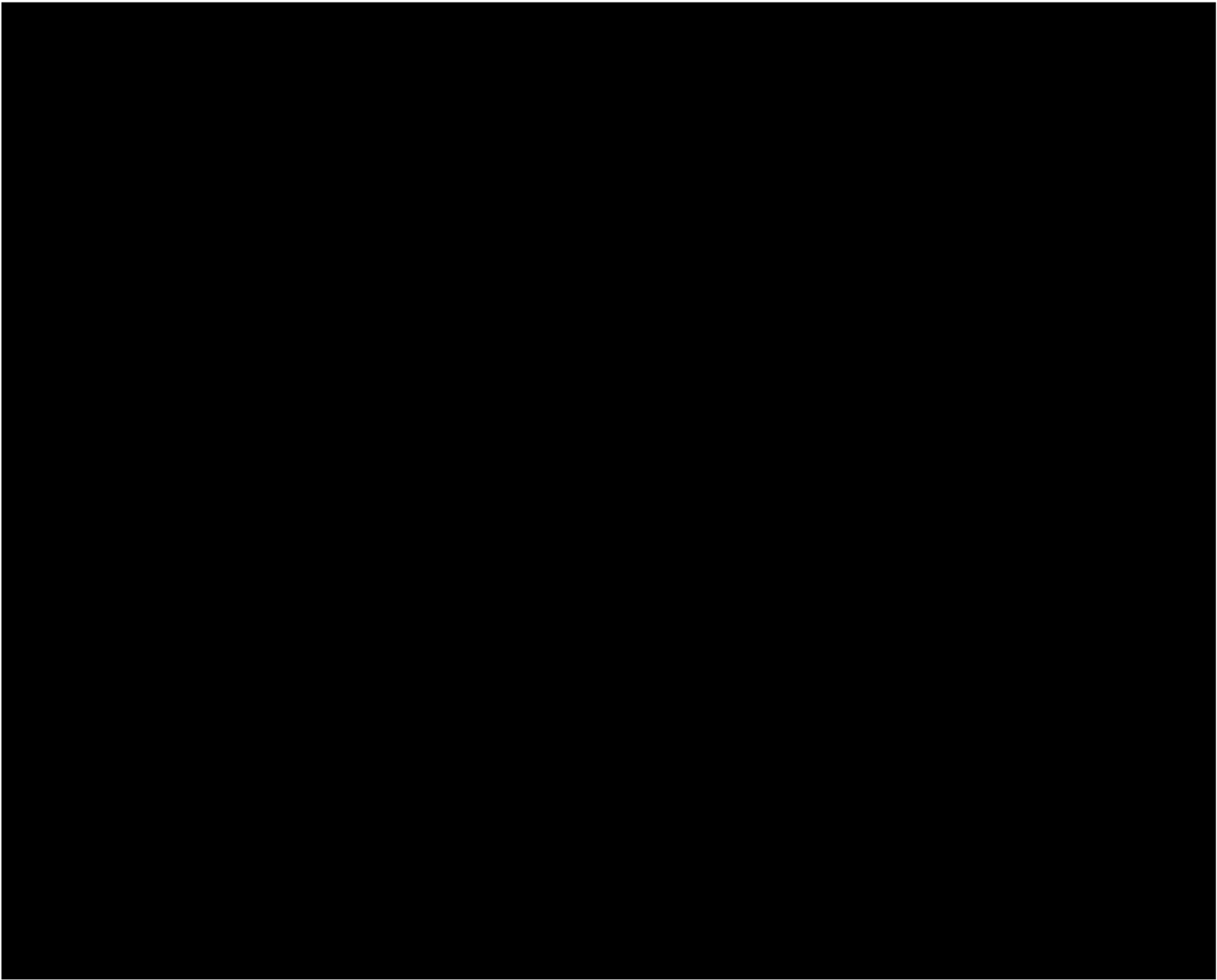




From: Mark Coleman [REDACTED]
Sent: 11 October 2017 09:09
To: Richard Temple
Cc: Tanya Coleman
Subject: Re: AW/293/17/CLL Old Place Manor, 7 Old Place

Good morning Richard

Thank you very much for your guidance as to the correct form and for taking the trouble to include links.

Apologies that I've submitted the incorrect form. Am I able to withdraw submission AW/283/17/CLL by this email, or is a written request to withdraw required please?

I will complete the correct form and resubmit - thanks again for your help.

Regards

Mark

Mark Coleman

Sent from my iPhone

On 10 Oct 2017, at 10:58, Richard Temple <Richard.Temple@arun.gov.uk> wrote:

Dear Mr. Coleman,

Thank you for speaking with me earlier.

Having looked at the application and reading the description of works, it is clear the incorrect form has been filled out and submitted.

You have applied for an application to establish if 'proposed works' to a listed building would be lawful. It does not appear there is a mechanism or certificate you can apply for to formally establish if works already carried out to a listed building are lawful and not requiring consent. However, it does state on your form you aimed to apply for retrospective listed building consent which can be done. This would require you to withdraw this application and re-apply for listed building consent using the forms that can be found at the link below:-

<https://www.arun.gov.uk/making-a-planning-application>

This is the section you need on the above page:

<image001.png>

There is no fee for a listed building consent and the plans and details you have submitted will be suitable; although some other details may be required in addition. Please see the Listed Building Validation Requirements List [pdf] for this.

Regards,

Richard Temple | Senior Planning Officer, Directorate of Place, [Arun District Council](#) | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Internal: 37591 | External: +44 (0) 1903 737591 | E-mail: Richard.temple@arun.gov.uk

Please note this information is given without prejudice and represents the informal view of the officer and not an official opinion of Arun District Council.

Visit Arun's web site at www.arun.gov.uk



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