

Mr Alex Hamilton
11 The Drive
Aldwick
Bognor Regis
PO21 4DU

Please ask for: Ms Iqraa Malik
Email: iqraa.malik@terraquest.co.uk
Telephone: 0121 234 1390
Our Ref: AW/307/21/HH
Your Ref:
Date: 13th September 2021

Dear Mr Hamilton,

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: Resurface front driveway, install an additional soakaway and replace the cement edging blocks
(This application may affect the character and appearance of the Craigwell House, Aldwick Conservation Area)

Location: 11 The Drive Aldwick PO21 4DU

Thank you for your recent application which I received on 13th September 2021. 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 valid application until the following item(s) have been received or resolved :-

Location Plan

The location plan requires a solid red outline around the site address and a scale bar. Please amend. Further details of what must be included on the plan can be found in the Validation Requirements List.

Block Plan

Please submit a block plan at a scale of 1:500. Further details of what must be included on the plan can be found in the Validation Requirements List.

CIL Additional Information Form

This application may be CIL liable, please complete and return the Form1 CIL Additional Information. The form and further information about CIL can be found on the website: www.arun.gov.uk/cil

Plans

Please submit a plan with the proposed works, these could be annotated on a proposed block plan, with a stated scale and a scale bar. A blue outline indicates the property is under your ownership, please confirm if this is the case for 9 The Drive as it is outlined in blue on the plan submitted.

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.

Please provide the above by **27th September 2021** 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 <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>