Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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e-mail:planning@arun.gov.uk
website: www.arun.gov.uk/planning

Mr Conner Mallen
232
London Road
Hilsea
Portsmouth
PO2 9JQ

Our Ref: AW/338/18/HH
Your Ref:

Please ask for:
Sian Eggington
0121 2341390

30th November 2018

Dear Thorns-Young Ltd.

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 Front porch and garage extension

Location 15 Willowhale Avenue Aldwick

Thank you for your recent application which I received on 27th November 2018. It is being validated by Sian Eggington 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 :-

Block Plan

Please submit 1 electronic or 3 paper copies of a block/site plan which includes all dimensions from the proposed extension(s) to the site boundaries at a scale of 1:500 or 1:200. Further details of what must be included on the plan can be found in the National Validation Requirements.

Parking: As you are proposing to extend the garage the parking would also increase therefore you are required to answer yes to question 8 of the application form. Please amend accordingly or with your permission we can amend the form for 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.

For further detailed information on both the National and Local Validation Requirements please go to our website: **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.

Please provide the above by **14th December 2018** or your application will be closed as incomplete

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and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Neil Crowther
Group Head of Planning