



Mr N Prosser
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Our Ref: AW/354/18/HH
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Prosser

18th December 2018

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 New vehicular access & permeable composit material to front garden for parking.
Location Queensbury 4 Aldwick Street Aldwick

Thank you for your recent application which I received on 10th December 2018. It is being validated by Mrs D Johnson 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 :-

Location Plan

Please submit 1 electronic or 3 paper copies of a location plan at a scale of 1:1250 or 1:2500 for rural areas. Further details of what must be included on the plan can be found in the National Validation Requirements.

Block Plan

Please submit 1 electronic or 3 paper copies of a block/site plan 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.

Please provide visibility splays on the block plan. A visibility splay is formed by measuring to a point 2.4m back from the carriageway in the centre of the driveway or entrance. A line (70m long in the case of a 30mph limit) is then drawn to the right, to a point where it strikes the near-side edge of the carriageway.

On the enclosed application, please complete Certificate B (signature and date), including the name and address of WSCC, which you need to serve notice on, remove your signature from Certificate A, date the declaration and return to this office.

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 **1st January 2019** or your application will be closed as incomplete 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