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West Sussex BN17 5LF
Planning General Enquiries
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Mr D Craddock
White Lodge
Rectory Lane
Angmering
West Sussex
BN16 4JU

Our Ref: A/208/16/L
Your Ref:

Please ask for:
Charlotte Spencer
01903 737711

22nd December 2016

Dear Mr Craddock

Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)

Application for Listed Building Consent for Alterations, Extension or Demolition of a Listed Building

Development Application for listed building consent for two storey side extension

Location White Lodge Rectory Lane Angmering

Thank you for your recent application which I received on 6th December 2016. It is being validated by Charlotte Spencer 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 annotate the dimensions from the proposal to the bounadry line on the block plan.

Please show the direction of north on the block plan.

Design and Access Statement

This application requires a Design and Access Statement please submit 1 electronic or 3 paper copies. Please refer to the National Validation Requirements for further information on what needs to be included in this statement.

Heritage Statement

Please submit 1 electronic or 3 paper copies of a Heritage Statement.

Street Scene

For all planning applications both residential and commercial which propose development set between existing buildings visible from the public realm it is a Local Validation Requirement to provide a street scene drawing or photomontage.

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Schedule of Works

A schedule of works should show clearly what changes are proposed such as those affecting the layout, or any particular feature.

Method Statement

A statement should be provided identifying the method of undertaking the works to any important features (such as historic walling or important features) will not be harmed during the construction phase.

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 **5th January 2017** 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

Karl Roberts
Director Planning & Economic Regeneration