

Recommendation Report

Application No. BE/98/11

Committee ☐ - Date _____

Delegated ☐

	Date	Signature
Prepared by Case Officer	13-9-2011	
Agreed by Team Leader	22-09-11	
Agreed by H.O.P.S. / P.C.M. (if required)		
O.S. Extract requested		

Comments:

SITE VISIT DETAILS

8/9

ADDRESS: 23 Addison Way

TOPOGRAPHY: Flat.

TREES: None.

BOUNDARY TREATMENT:

Front - low wall/shrubs

Ward - ~~Side~~ 1.8m chain boarded fence + 2m hedge

East - ~~Side~~ to no. 121 - none

SITE CHARACTERISTICS:

Storeys: 1/(2)/3

Semi-/ Detached/ Terraced Modern. ~~Flat roof~~ S/S

Walls: Grey brick.

Roof: Concrete tiles, pitch.

Other: uPVC glazing

CHARACTER OF LOCALITY:

Residential/ Rural

Main Road/ Residential Road Cul-de-sac

Style of Dwellings: Identical. Modern 2 story semi + bungalow design / appearance / materials. Open plan estate.

Size of Plots: ✓

Neighbouring windows:

Other: Inful extension, substantial.

Open aspect to front.

Discreet, corner inful extension

No neighbor impact / structure

Maintains building character

SITE NOTICES

At the time of the officer's site visit a notice was satisfactorily posted as follows:-

DATE OF SITE VISIT	TIME	LOCATION OF NOTICE
8/9/11	11.10.	Side fence adj. no. West boundary

At the time of the officer's site visit on the _____ at _____
a satisfactory notice was not posted. Therefore, the officer posted relevant notices as follows:-

DATE OF SITE VISIT	TIME	LOCATION OF NOTICE

.....
Officer's Signature

Morris Surveying
15 Overdown Road
Felpham
West Sussex
PO22 7HW

Your Ref:
Our Ref : BE/98/11/
Please ask for:
Mr J Smith
Direct Dial 01903 737761

4th August 2011

Dear Mr Morris

The Town and Country Planning Act 1990 (as amended)

Single storey extension to the front elevation
23 Addison Way Bognor Regis PO22 9HY

Receipt No P87802 Amount: £ 150.00

VAT Number 193 5586 24

TOTAL PAID: £ 150.00

Thank you for your recent planning application, which was accepted as a valid application on 4th August 2011. It is being dealt with by Mr J Smith who will be able to help you by telephone, should you have any questions. However, I would point out that it will not be possible for you to meet with the case officer unless a prior appointment has been arranged.

This Council is legally obliged to publicise all planning applications received. I would be grateful if you would display the enclosed notice on or near the site for 21 days from the date you receive this letter in a position where it can easily be seen by the general public. A decision cannot be made until 8th September 2011 which is the end of the advertising period.

If you have not received a decision by 29th September 2011 and have not agreed in writing to extend this time limit, or been advised that your application is invalid, you are entitled to appeal to the Secretary of State in accordance with the Town and Country Planning Act within 6 months from the date by which the decision should have been made (unless the application has been referred to the Secretary of State by this Council for decision). Appeals must be made on a form which is obtainable from the Planning Inspectorate, Customer Support Unit, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

Please be aware that some of our correspondence including the Decision Notification will be sent by email if you have provided an email address on your forms. It is therefore important to inform us if your email address changes throughout the course of the application.

This acknowledgement only relates to planning and does not relate to any other legislation which may or may not apply such as Building Regulations. You will need to carry out your own checks to determine whether any other consents or permissions are required. For advice on whether Building Regulations are required please visit the government's website www.planningportal.gov.uk or seek your own professional advice. If you are in any doubt you will need to submit a formal Building Regulations submission.



Morris Surveying
15 Overdown Road
Felpham
West Sussex
PO22 7HW

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning
Our Ref: BE/98/11/
Your Ref:

Dear Mr Morris

Please ask for:
Mrs D Johnson
(01903) 737500 Ext 37762

3rd August 2011

The Town and Country Planning Act 1990 (as amended)

**Single storey extension to the front elevation
23 Addison Way Bognor Regis**

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following matters are resolved:-

No fee accompanied your application as is required by the Regulations. I suggest that the required fee is £150 and would be grateful if you would forward this amount to me as soon as possible.

For further guidance or to obtain the documents as required above please refer to our website: <http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by 17th August 2011. If this information is not received by this date the application will be returned as incomplete and you will have to submit a fresh application.

Yours sincerely



Karl Roberts
Assistant Director Planning Services &
Housing Strategy

Morris Surveying
15 Overdown Road
Felpham
West Sussex
PO22 7HW

Arun District Council
Arun Civic Centre
Maltravers Road
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Planning & Building Control General
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Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: BE/98/11/

Your Ref:

Dear Mr Morris

Please ask for:
Mrs D Johnson
(01903) 737500 Ext 37762
20th July 2011

The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)

Single storey extension to the front elevation
23 Addison Way Bognor Regis

Thank you for your recent application which I received on 18th July 2011. It is being dealt with by Mrs D Johnson who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

No fee accompanied your application as is required by the Regulations. I suggest that the required fee is £150 and would be grateful if you would forward a cheque for this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices)

~~I require 1 electronic or 3 paper copies of a block/site plan in accordance with the guidance notes available on our website detailed below (click on National List). Please provide one named road.~~

The existing floor plans have been labelled incorrectly. Please amend as appropriate.

The existing West elevation does not accord with the existing West floor plan on the ground floor level. Please amend accordingly.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by 3rd August 2011. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

Yours sincerely



Karl Roberts
Assistant Director Planning Services &
Housing Strategy

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