

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



From: Mark Mitchell [REDACTED]
Sent: Monday, August 21, 2023 10:50 AM
To: Julie Grieves <Julie.Grieves@arun.gov.uk>
Subject: Re: BN/112/21/PL - Land adj to Stoneyfield Cottages

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Dear Julie,

Thank you for the email and reminder. We are just waiting for the final completion notice, we have completed all the final requests from the build control surveyor. As soon as we have the

completion certificate I will complete and forward the Form 7 Part 2 to you. I hope this will be in the coming few weeks.

Kind regards
Mark

Mark Mitchell
[REDACTED]

On Mon, 21 Aug 2023 at 08:47, Julie Grieves <Julie.Grieves@arun.gov.uk> wrote:

Dear Mr Mitchell.

I am emailing you today with regards to the above application and CIL. Self Build relief was granted on the development reducing the CIL Charge to zero. One of the conditions of receiving this was that you must submit a Form 7 Self Build Form Part 2 within 6 months of completing the build. Could you confirm whether the build has been completed and forward the relevant evidence as required per the Form 7 Part 2. Please email the Form 7 Part 2 form and necessary evidence to cil@arun.gov.uk (the evidence required is stipulated on the form which can be found online at www.arun.gov.uk/cil)

Failure to provide this within 6 months of completion is a disqualifying event and will result in loss of relief and full payment due immediately.

If you have not yet completed works, please ignore this email but send the documents as soon as you have.

Many thanks,

Julie Grieves,

Senior CIL Officer, Planning

T: 01903 737947

E: julie.grieves@arun.gov.uk

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