Charlotte Burrows

From: Karen Garner
Sent: 20 June 2013 10:56
To: 'Jack Dowling'
Cc: Charlotte Burrows
Subject: RE: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Mr Dowling,

We are waiting for Mr Jones in our Legal Department to confirm the affordable housing Legal Agreement is satisfactory and signed.
We are not permitted to register the application until we receive this notification.

This is standard procedure and can take a few weeks.

Kind regards,

Karen.

left message
11:00 25/6/13.
We have not rec'd aff legal agreement. Previous email may be a bit misleading

Karen Garner | Technical Support Unit Assistant, Planning Department, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
[redacted]
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From: Jack Dowling [redacted]
Sent: 20 June 2013 10:45
To: Karen Garner
Subject: RE: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

25/6/13 – Spoke to Agent he didn't realise he had to provide legal agreement, give a surtaner 2 wks Agent will advise then.
CB

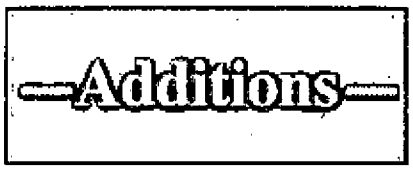
Hi Karen,

I sent the required info back over 2 weeks ago now but I have still not received any info on the validation can you please look into it for me.

Regards

Jack Dowling

[redacted]



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From: Karen Garner [redacted]
Sent: 05 June 2013 12:28
To: 'Jack Dowling'
Subject: RE: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

Many thanks. That is fine. I will put it on file.

Regards,

Karen.

Karen Garner | Technical Support Unit Assistant, Planning Department, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
[redacted]

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From: Jack Dowling [redacted]
Sent: 05 June 2013 12:15
To: Karen Garner
Subject: RE: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

Thanks and please find attached can you please let me know if this is sufficient

Regards

Jack Dowling

[redacted]

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From: Karen Garner [redacted]
Sent: 05 June 2013 12:03
To: [redacted]
Subject: RE: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

Dear Mr Dowling,

Miss Burrows is on annual leave this week so I will try and help.

I have looked at the application file. The bin details on the plan are now sufficient.

With regard to the Affordable Housing Statement, we do require something, even though it is just for 1 dwelling. A small statement to explain why it is not affordable housing will be sufficient.

I hope this helps.

Regards,

Karen.

Karen Garner | Technical Support Unit Assistant, Planning Department, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

[redacted]

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From: Karen Garner **On Behalf Of** Planning.Responses
Sent: 05 June 2013 11:53
To: Karen Garner
Subject: FW: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

Karen Garner | Technical Support Unit Assistant, Planning Department, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

[redacted]

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From: Jack Dowling [redacted]
Sent: 03 June 2013 14:35
To: Planning.Responses
Subject: FW: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

Hi Charlotte,

Seeing as the above is just for one no. dwelling and there will be no affordable housing allowance do I need to do a statement or can I just put this forward formally? I'm sorry but I've never done an application for a house before so am unaware of how to do it as the requirements list doesn't really help as to just 1 dwelling also as regards to the bin storage it says to put it on plan which I have done and sent back so I presume this part is satisfactory?

Cheers

Jack

[redacted]

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From: Charlotte Burrows [redacted]
Sent: 14 May 2013 11:19
To: [redacted]
Subject: RE: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

Dear Mr Dowling,

Thank you for the additional plans.

Please find attached the Local List of requirements which contain the guidance notes for writing an affordable housing statement and bin storage statements.

I hope this is of assistance to you.

Many Thanks

Charlotte Burrows

Charlotte Burrows | Technical Support Unit Assistant, Planning and Building Control, Arun District Council | Location: First Floor, Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

[redacted]

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From: Jack Dowling [redacted]
Sent: 09 May 2013 11:12
To: Planning.Responses
Subject: RE: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

Please find attached revised block plans showing correct border and bin store. Please note drawings 6 and 7 which clearly show the existing and proposed roof plans, the cheque has been paid at Bognor town hall, Please could you forward me the link to the bin and collection statement and the affordable housing statement guidance as I can't find it on the website.

Regards

Jack Dowling

[redacted]

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From: [redacted]
Sent: 02 May 2013 13:31
To: [redacted]
Subject: Further Information required to validate application BR/106/13/ - [Your ref: [application/reference/agent_ref]

[redacted]

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