

JJR Designs
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Church House
94 Felpham Road
Felpham
PO22 7PG

Please ask for: Ms Iqraa Malik
Email: iqraa.malik@terraquest.co.uk
Telephone: 0121 234 1390
Our Ref: BR/16/22/HH
Your Ref:
Date: 27th January 2022

Dear Mr Stefanski,

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: Erection of part single, part two storey rear extension.
Location: Garth House High Street Bognor Regis PO21 1HQ

Thank you for your recent application which I received on 26th January 2022. It is being validated by Ms Iqraa Malik who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a valid application until the following item(s) have been received or resolved :-

No fee accompanied your application. I suggest that the required fee is £407.00 and would be grateful if you would either make payment on line at

<https://www1.arun.gov.uk/make-a-payment/start>

or forward a cheque made payable to Arun District Council as soon as possible. Please note we cannot accept cash.

Fee

The total fee for this application is £407.

You can pay the outstanding fee on our website .
<https://www1.arun.gov.uk/external/PaymentOnline.ofml>

Select planning fee and please make sure you quote BR/16/22/HH in the reference field and we can then match it to the application.

Application Form

As this is an application for a flat, you must fill in the Full planning application form. Please complete and return via email.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <https://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.

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.

Please provide the above by **10th February 2022** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website <https://www.arun.gov.uk/privacy-policy/>

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.

To register to receive notification of planning applications in your area, please go to <https://www1.arun.gov.uk/planning-application-finder>