



Mr C Hawkins
Clive Hawkins Architects Ltd
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Arun District Council
Arun Civic Centre
Maltravers Road
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Planning General Enquiries
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website: www.arun.gov.uk/planning

Our Ref: BR/180/19/PL

Your Ref:

**Please ask for:
Nicola Spencer
01903 737500 x37446**

14th January 2020

Dear Mr Hawkins

**Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Full Planning Permission**

Development Erection of demountable/removable commercial unit at front facing London Road with residential unit at rear
Location 37 London Road 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 items are received or resolved:-

It has become apparent that the site you have red edged on your location plan, does not include access onto the Public Highway only onto the car park at the rear of the property. It is a validation requirement that the location plan shows the access to the highway and you will need to amend your location and block plans to show the access from the site to the public highway.

Please note that if you are amending the red edge of the site this may well alter the fee that is due as the fee is calculated on the site area. I cannot confirm this until you have submitted the amended plan.

If you intend to show the access route across the car park, you will need to serve an Article 13 Notice on Arun District Council's Property, Estates and Facilities Department and submit a revised application form with the correct certificate completed and dated. You cannot complete Certificate A unless you own all of the site included within the red edge on the location plan. If you are intending to cross any other land, not in your ownership, you will also have to serve notice on them.

Once you have served notice, you will also need to redate the declaration on the application form as it cannot pre-date the date you actually served the notice.

As a result of this your application is now an invalid and it will not progress until these issues have been resolved. Once all the information has been received and the application is valid, it will be readvertised and site notices displayed.

Please be aware that these issues relate solely to the validation of the planning application.

As a completely separate issue, I suggest you refer to the consultation response from the Council's Property, Estates and Facilities Manager where he has made it clear that pedestrian and / or vehicular access over Council land included on title number WSX325338 is not

consented.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/making-a-planning-application>

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 **28th January 2020**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

Yours sincerely

A handwritten signature in black ink, appearing to be 'NC' followed by a flourish and a period.

Neil Crowther