Arun District Council
Arun Civic Centre
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Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
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e-mail:planning@arun.gov.uk
website: www.arun.gov.uk/planning

JJR Designs
Suite 6a
Church House
94 Felpham Road
Bognor Regis
PO22 7PG

Please ask for:	Mrs D Johnson
Email:	daun.johnson@arun.gov.uk
Telephone:	01903 737762
Our Ref:	BR/221/20/PL
Your Ref:	
Date:	24th September 2020

Dear Mr Stefanski,

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015

Application for Planning Permission

Development:	Detached garage with 1 No. flat above. This application is in CIL Zone 4 and is CIL Liable.
Location:	5 Richmond Avenue Bognor Regis PO21 2YE

Thank you for your recent application which I received on 16th September 2020. It is being validated by Mrs D Johnson who will be able to assist you should you have any questions.

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

Please confirm the amended description is satisfactory.

Pagham Harbour Management Contribution Legal Agreement and Fee

As your proposal is for the creation of residential units within Pagham Harbour Buffer Zones A & B, you are required to provide a completed and signed unilateral undertaking legal agreement as part of your planning application submission together with the appropriate legal checking fee. This is a Local Validation Requirement and the purpose of this agreement is to secure the required Pagham Harbour Management contribution.

Full details of the Pagham Harbour Management Contribution can be found in the Validation Requirements List and also on the Council's website at the following link: http://www.arun.gov.uk/planning-obligations

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: http://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 **8th October 2020** 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 www.arun.gov.uk/planning-privacy-statements

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.