



Lamb Property Investments
24 Chester Crescent
Lee on the Solent
Hampshire
PO13 9BH

Arun District Council
Arun Civic Centre
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Planning General Enquiries
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Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: BR/259/19/PD
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Lamb

18th September 2019

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (General Permitted Development) Order 2015 Schedule 2
Application for Prior Notification for Permitted Development

Development Notification for Prior Approval under Schedule 2, Part 3, Class O for a proposed change of use from office use (B1(a)) into 2 No. flats (C3 Dwellinghouse).
Location 20 Sudley Road Bognor Regis

Thank you for your recent application which I received on 16th September 2019. 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 :-

No fee accompanied this submission. Please forward the amount of £96.00 to this office or pay on our website, www.arun.gov.uk, quoting reference BR/259/19/PD.

The floor plan submitted was presented on A3 sized paper whilst the legend indicates A1 sized paper. Please provide the correct sized paper for the floor plans.

Please provide a plan indicating the site and showing the development within the site.

Please confirm if the building is still being used as an office.

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 **2nd October 2019** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

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

Neil Crowther
Group Head of Planning