

Mr R Stefanski
Church House
94 Felpham Road
Felpham
Bognor Regis
PO22 7PG

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: BR/283/21/PD
Your Ref:
Date: 21st December 2021

Dear Mr Stefanski,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (General Permitted Development) Order 2015 Schedule 2 (As amended)

Prior Notification for Permitted Development

Development: Change of Use from Commercial, Business and Services (Use Class E) to Dwellinghouse (Use Class C3).

Location: Land To The Rear Of 27 Station Road Bognor Regis PO21 1QD

Thank you for your recent notification which I received on 15th December 2021. It is being validated by Nicola Moore 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 notification until the following item(s) have been received or resolved :-

No fee accompanied your notification. I suggest that the required fee is £100.00 and would be grateful if you would either make payment on line at

<https://www1.arun.gov.uk/external/PaymentOnline.ofml>

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

Section 4b of the application form has not been fully completed. Please complete and re submit.

Please note that this application is within the Pagham Harbour Management Zone. If prior approval is granted you will be required to provide a completed agreement, contribution of £871.00 and legal fee of £200.00. A template of the legal agreement can be found on our website <https://www.arun.gov.uk/planning-obligations> The application will not be kept on hold for this.

Please provide the above by **4th January 2022** or your notification 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>