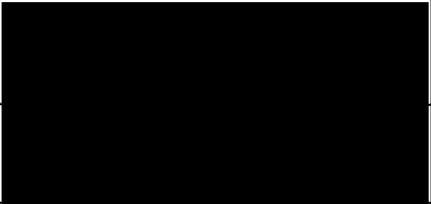


Recommendation Report

Application No. BR/28/11

Committee ☐ - Date _____

Delegated ☒

	Date	Signature
Prepared by Case Officer	22.3.11	
Agreed by Team Leader	24.3.11	
Agreed by H.O.P.S. / P.C.M. (if required)		
O.S. Extract requested		

Comments:

Mr C Moore
Sussex Building Consultancy
Limited
3 Northcote Road
Bognor Regis
West Sussex
PO21 5LZ

Your Ref:
Our Ref : BR/28/11/
Please ask for:
Mrs A Gardner
Direct Dial: 01903 737529

27th January 2011

Dear Mr Moore

The Town and Country Planning Act 1990 (as amended)

Rear single storey extension (this also falls within the Parish of Bersted)
48 Kew Gardens Bognor Regis PO21 5RD

Receipt No P86167	Amount: £ 150.00	VAT Number 193 5586 24
		TOTAL PAID: £ 150.00

Thank you for your recent planning application, which was accepted as a valid application on 27th January 2011. It is being dealt with by Mrs A Gardner who will be able to help you by telephone, should you have any questions. However, I would point out that it will not be possible for you to meet with the case officer unless a prior appointment has been arranged.

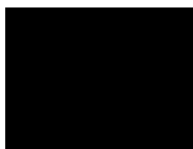
This Council is legally obliged to publicise all planning applications received. I would be grateful if you would display the enclosed notice on or near the site for 21 days from the date you receive this letter in a position where it can easily be seen by the general public. A decision cannot be made until 3rd March 2011 which is the end of the advertising period.

If you have not received a decision by 24th March 2011 and have not agreed in writing to extend this time limit, or been advised that your application is invalid, you are entitled to appeal to the Secretary of State in accordance with the Town and Country Planning Act within 6 months from the date by which the decision should have been made (unless the application has been referred to the Secretary of State by this Council for decision). Appeals must be made on a form which is obtainable from the Planning Inspectorate, Customer Support Unit, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

Please be aware that some of our correspondence including the Decision Notification will be sent by email if you have provided an email address on your forms. It is therefore important to inform us if your email address changes throughout the course of the application.

Please do not hesitate to contact us if you have any queries.

Yours sincerely



Karl Roberts
Assistant Director Planning Services &
Housing Strategy



Mr C Moore
Sussex Building Consultancy Limited
3 Northcote Road
Bognor Regis
West Sussex
PO21 5LZ

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries
Tel: (01903) 737756 Fax: (01903) 716019
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning
Our Ref: BR/28/11/
Your Ref:

Please ask for:
Mrs D Johnson
(01903) 737500 Ext 37454

Dear Mr Moore

24th January 2011

The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)

Rear single storey extension (this also falls within the Parish of Bersted)
48 Kew Gardens Bognor Regis

Thank you for your recent application which I received on 24th January 2011. It is being dealt with by Mrs D Johnson who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

No fee accompanied your application as is required by the Regulations. I suggest that the required fee is £150 and would be grateful if you would forward this amount to me as soon as possible.

Please complete the validation checklist - all boxes must be completed even if not applicable. The checklist and guidance notes are available on our website detailed below (Householder Forms - Household Extension - and click on Checklist)

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/cgi-bin/buildpage.pl?mysql=3390>

If you are unable to download the required guidance 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 7th February 2011. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

Yours sincerely



Karl Roberts
Assistant Director Planning Services &
Housing Strategy

pmac42