



Studio 5 Architects Ltd
Northgate Studios
12 Northgate
Chichester
West Sussex
PO19 1BA

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: BR/34/20/PL

Your Ref:

**Please ask for:
Mrs D Johnson
01903 737762**

Dear Mr Andreopoulos

7th February 2020

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

Development Change of use from 1 No. detached house (6 bedrooms) to 2 No. semi detached houses (1 x 5 bedroom & 1 x 3 bedroom) with a single storey rear extension.

Location 102 Linden Road Bognor Regis

Thank you for your recent application which I received on 3rd February 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 :-

Block Plan Amend

Please show the proposed division of the house, the new access to include visibility splays, the new extension to include measurements to rear and side boundaries and position of bins.

Because you are proposing a new access, please sign and date Certificate B (and return) and serve notice on West Sussex County Council.

Please provide a CIL form which can be found at <https://www.arun.gov.uk/making-a-planning-application>.

Biodiversity Survey and Report

Please provide a Biodiversity Survey as your development is within 2m of the Bognor Reef SSSI. Please refer to the Local Validation requirements and the guidance notes for the Biodiversity Survey and Report for further information.

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>

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.

For further detailed information on both the National and Local Validation Requirements please go to our website: [**http://www.arun.gov.uk/making-a-planning-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.

Please provide the above by **21st February 2020** 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



Neil Crowther
Group Head of Planning