

Claire Haigh Associates Ltd
9 Kenton Road
Hove
BN3 4PG

Dear Mrs Haigh,

Town and Country Planning Act 1990 (As amended)
Town and Country Planning (General Permitted development) Order 2015 Schedule 2 Part 1 Class A

Prior Notification for a Permitted Development (Householder)

Development: Notification under extended permitted development rights for replacement of existing extension with 5m single storey flat roof extension, with eaves height of 3m and rooflights less than 3.5m.
Location: 32 Orchard Way Bognor Regis PO22 9HL

Thank you for your recent notification which I received on 31st March 2026. It is being validated by Breezie Allwright 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 :-

There is a discrepancy between the plans and measurements on the application form. Please amend to reflect the correct roof height (including the rooflight) and eaves height, measured from the highest ground level.

You have provided the address of 1 Jubilee Place as an adjoining premise which is incorrect. The electricity substation is the adjoining premises to the rear of the property, please amend the form.

If providing additional documents or information, please email it to: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **24th April 2026** or your notification will be closed as incomplete and where a fee has been paid, I will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of administering the return. If you have difficulty meeting this deadline please contact the above officer to agree an extension to this time scale. Once the application has been closed, you will need to submit a fresh application if you still want to proceed.

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>