

[REDACTED]

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**From:** Tim Rodway | Rodway Planning [REDACTED]  
**Sent:** 14 May 2020 10:55  
**To:** Julie Grieves <Julie.Grieves@arun.gov.uk>  
**Subject:** RE: BR/88/20/PL - 23 Mead Lane

Hi Julie

We are all well thank you. Hope you guys are doing ok too.

Q4(b) says *"Does the application include creation of one or more new dwellings (including residential annexes) either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional gross internal area created)?"*

The existing property is used as student accommodation (small HMO, use class C4 – which has PD change of use to C3 use class), and my understanding is that this is considered in planning terms to be a single dwelling as there are shared amenities (kitchen and bathrooms). On this basis the conversion of this property into 3 individual dwellings with no additional gross internal area created, as is proposed does meet the criteria to tick "no" for question 4(b) – in my opinion!

Happy to discuss over the phone if easier – [REDACTED]

Best regards,

TIM RODWAY  
DIRECTOR [REDACTED]

  
RODWAY PLANNING  
CONSULTANCY LIMITED

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**From:** Julie Grieves <[julie.grieves@arun.gov.uk](mailto:julie.grieves@arun.gov.uk)>

**Sent:** 14 May 2020 10:38

**To:** Tim Rodway | Rodway Planning [REDACTED]

**Subject:** BR/88/20/PL - 23 Mead Lane

Good morning,

Hope you are all safe and well?

I'm looking at the above application for CIL purposes and note that the CIL Form 1:Additional Information has been incorrectly completed. I suggest 4(b) of the form should be 'Yes' and then parts 5, 6 & 7 should be completed. If the building has been in use for 6 months within the last 3 years then it may not be CIL Liable but we must have proof.

Many thanks,  
Julie

Julie Grieves - | Community Infrastructure Levy Officer (CIL), Planning Department, Directorate of Place, Arun District Council |

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