

Warwick Lane Developments
1 The Steyne
Worthing
BN11 3DS

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: EP/18/22/CLP
Your Ref:
Date: 21st February 2022

Dear Mr Page,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015 - Article 39

Lawful Development Certificate for a Proposed Use or Development

Development: Lawful development for the proposed replacement of existing conservatory with a single story rear extension projecting 4m.
Location: 42 Normandy Lane East Preston BN16 1LY

Thank you for your recent application which I received on 9th February 2022. 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 application until the following item(s) have been received or resolved :-

Floor Plans

Please submit electronic plans in pdf format clearly labelled existing floor plans at a scale of 1:50 or 1:100. Further details can be found in the Validation Requirements List.

The Proposed floor plan includes a proposed garage. For clarity, please confirm if this is to be included in this application.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <https://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.

If providing additional documents or information, please email it directly to us at: 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 **7th March 2022** or your application 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 extend the time scale.

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>