



Mr J Farndell
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BN140BJ

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Our Ref: EP/50/19/PL
Your Ref:

Please ask for:
Mrs J Grieves
01903 737500 x 37448

Dear Mr Farndell

10th May 2019

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 A1 (Shops) to A4 (Drinking Establishments) Micro Pub
Location 23 Sea Road East Preston

Thank you for your recent application which I received on 3rd May 2019. It is being validated by Mrs J Grieves 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 :-

Ordnance Survey Licence

The submitted location plans appear to be photocopies from Ordnance Survey maps. Please verify in writing that you hold a 'Business Use' licence, which allows you to make copies of ordnance survey maps or alternatively submit 1 electronic or 3 paper copies of amended location plans with an appropriate ordnance survey licence number.

Please fully complete questions 2 & 3 of the application form. The applicant/agent details are incomplete.

Please confirm your acceptance of the amended description. For your information, the part relating to the signage has been removed as this requires an application for Advert Consent. Forms and guidance notes for this can be found at www.arun.gov.uk

Local Validation Checklist

Please provide the Local Validation Requirements Checklist in order to comply with the local validation requirements. No further validation will take place until this is received.

Biodiversity Checklist

Please provide the Biodiversity Checklist so that so that the ecological impacts of proposals can be assessed. Both the checklist and the guidance notes are available on the Council's

website and further information can be found in the Local Validation Requirements. No further validation will take place until this is received.

Retail Impact Assessment

The application proposes the creation of retail/leisure floor space of a size/location which triggers the need for the submission of a Retail Impact Assessment as set out in the Local Validation Requirements.

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>

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 **24th May 2019** 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