



Arun District Council
Arun Civic Centre
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Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
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Arun District Conservation Area Advisory Panel
c/o Civic Centre

6th April 2021

Dear Sir/Madam,

Case Officer: Zoe Toppin
Telephone: 01903 737889
Email: zoe.toppin@arun.gov.uk

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

Application No: FG/16/21/PL
Site Address: 1 Phoenix House Ferring Grange Gardens Ferring BN12 5HS
Description of works: Conversion of garage into bedroom & replace existing conservatory roof to solid roof with Velux (resubmission following FG/144/20/PL). This application affects the character & appearance of the Ferring Conservation Area.

Thank you for your internet representation made on 5th April 2021 which has been recorded as no objection with the comments as follows:

OWPC34916

This application will not harm the conservation area. The Panel suggest prior submission should be made regarding the materials to be used for the wall replacing the garage-door & the window-frames plus the Conservation-style Velux window & tiles to be used re. the new conservatory roof.

Your views as made above will be considered before the application is determined.

Please be aware that Planning Services operate an 'open file' policy and will publish your comments including your name and address on the website. Please make sure that you have only provided information that you are happy will be published in this way. If you have supplied information belonging to a third party, you must make sure you have their permission to do so. If you do not wish your comments to appear on the website or on the file you will need to confirm this by emailing to planning@arun.gov.uk and I will arrange for it to be destroyed although this means that the content will then be disregarded.

The majority of applications are determined under delegated powers by officers. Further information on the decision making process can be found on the website at <https://www.arun.gov.uk/planning-decision-process>.

Some applications will be determined by the Development Control Committee, and I shall write and inform you of the date of the meeting and the procedures for public speaking if this is the case. However, if your representation has been received after the agenda for the meeting has been finalised and the notifications have been generated, you will not receive notification. In this case, you will need to track the progress of the application on the council's website <https://www.arun.gov.uk/weekly-lists>

Any comments that are received after the agenda has been finalised will be separately reported to the members of the Development Control Committee.

Regardless of how the application is determined I will notify you of the decision.

Yours sincerely



Neil Crowther
Group Head of Planning

PLEASE NOTE: Essential IT work will be carried out during the week of 12 April 2021 and there will be no access to the planning records on the website. It will not be possible to follow the progress of an application, view any documents or make on line comments. To ensure that no one is disadvantaged the publicity period will be extended by a week on planning applications where the publicity period falls over this week. The site notices and documentation will quote the extended date if this is applicable.

All aspects of planning, building control and local land charges will be limited during this week. If you do need to contact the case officer during this week you will need to be able to provide the exact reference number and as much detail as possible. The service will be extremely limited and it would be best to contact us either before 12 April, or after, when the work is completed on 19 April 2021.

For details of how the Council will deal with your data please refer to our privacy notices on the website www.arun.gov.uk/planning-privacy-statements

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://www.arun.gov.uk/planning> and click into Local Planning Application Finder.