

Rodway Planning Consultancy
293 Upper Shoreham Road
Shoreham by Sea
BN43 5QA

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: FG/206/21/PD
Your Ref:
Date: 12th November 2021

Dear Mr Rodway,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (General Permitted Development) Order 2015 Schedule 2 (As amended)

Prior Notification for Permitted Development

Development: Notification for Prior Approval under Schedule 2 Part 3 Class MA of the Town & Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the change of use from retail use (Class E(a) to residential (Class C3) - Conversion of existing retail building into 2 No. self-contained residential units.

Location: 9 Ocean Parade Ferring BN12 5QG

Thank you for your recent notification which I received on 11th November 2021. 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 notification until the following item(s) have been received or resolved :-

No fee accompanied your notification. I suggest that the required fee is £96.00 and would be grateful if you would either make payment on line at

<https://www1.arun.gov.uk/external/PaymentOnline.ofml>

or forward a cheque made payable to Arun District Council as soon as possible. Please note we cannot accept cash.

Please provide the above by **26th November 2021** or your notification 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 discuss the matter.

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>