



Designs for Living
69 Poplar Avenue
Hove
East Sussex
BN3 8PT

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

**Our Ref: FN/46/11/
Your Ref:**

Dear Mr N Batchelor

Please ask for:
Miss C Burrows
01903 737500 Ext 37459
17th October 2011

**The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)**

**2 storey extension to side of existing dwelling. This application also falls within the South Downs National Park authority
8 Nepcote Findon**

Thank you for your recent application which I received on 12th October 2011. It is being dealt with by Miss C Burrows who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

✓ No fee accompanied your application as is required by the Regulations. I suggest that the required fee is £150 and would be grateful if you would forward a cheque for this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices)

✓ I require 1 electronic or 3 paper copies of a revised block/site plan clearly showing the proposed works either hatched or highlighted in accordance with the guidance notes available on our website detailed below (click on National List).

Please confirm in writing whether the Solar Panels are part of the application (as shown on proposed south elevation). If they are part of the application they need to be clearly shown on the block plan, the proposed roof plan and proposed elevations. If they are not part of the application then they need to be removed from the proposed elevations.

There are 2 copies so give
The incorrect application form has been submitted. We require Householder application forms, please find enclosed the correct forms for you to complete and return accordingly.

Please complete the validation checklist - all boxes must be completed even if not applicable. The checklist and guidance notes are available on our website detailed below (Householder Forms - Household Extension - and click on Checklist)

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by 31st October 2011. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

pmac42

Yours sincerely

A handwritten signature in black ink, appearing to read 'KARL ROBERTS', with a stylized flourish underneath.

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

pmac42

Charlotte Burrows

From: Nigel Batchelor [REDACTED]
Sent: 21 October 2011 09:59
To: Charlotte Burrows
Subject: Fwd: FN/46/11/ 8 Nepcote FAO Miss C Burrows
Follow Up Flag: Follow up
Flag Status: Green
Attachments: NE.004A.pdf; NE.002A.pdf

Charlotte,

Forwarded email as discussed this morning.
Thanks for your help.

Regards
Nigel Batchelor

----- Forwarded message -----

From: Nigel Batchelor <[REDACTED]>
Date: Thu, Oct 20, 2011 at 10:18 PM
Subject: FN/46/11/ 8 Nepcote FAO Miss C Burrows
To: planning@arun.gov.uk

Dear Miss Burrows

Thank you for your letter dated 17.10.11.

I can confirm that the solar panels are to be included in the application.
Having filled in the application form on the Planning Portal, I am confused as to why you require me to fill in an almost identical form in triplicate. I take it you did not receive the Planning Portal application form?
Seeing as there has been some sort of mix up could you please confirm you also received the Design & Access Statement.
Thanks.

--

Regards

Nigel Batchelor

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Regards

Nigel Batchelor





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website: www.arun.gov.uk/planning

Designs for Living
69 Poplar Avenue
Hove
East Sussex
BN3 8PT

Your Ref:
Our Ref : FN/46/11/
Please ask for:
Mr J Smith
Direct Dial 01903 737761

24th October 2011

Dear Mr N Batchelor

The Town and Country Planning Act 1990 (as amended)

2 storey extension to side of existing dwelling. This application also falls within the South Downs National Park authority

8 Nepcote Findon BN14 0SD

Receipt No P88352 Amount: £ 150.00

VAT Number 193 5586 24

TOTAL PAID: £ 150.00

Thank you for your recent planning application, which was accepted as a valid application on 21st October 2011. It is being dealt with by Mr J Smith who will be able to help you by telephone, should you have any questions. However, I would point out that it will not be possible for you to meet with the case officer unless a prior appointment has been arranged.

This application lies within the South Downs National Park. The application will be dealt with and determined by Arun District Council, acting as an agent for the South Downs National Park Authority (SDNPA) unless it is called in by the SDNPA, in which case you will be notified accordingly. Further details regarding this agency agreement can be found on the Council's website at www.arun.gov.uk.

PLEASE NOTE: The SDNPA reserves the right to 'call in' any application during the application process. If this should become necessary you will be informed in writing stating the reason for the 'call in'. Unless you are informed to this effect, your application will be determined by this Council, either under delegated powers, or under the Council's planning committee process, acting as an agent of the SDNPA.

This Council is legally obliged to publicise all planning applications received. I would be grateful if you would display the enclosed notice on or near the site for 21 days from the date you receive this letter in a position where it can easily be seen by the general public. A decision cannot be made until 24th November 2011 which is the end of the advertising period.

If you have not received a decision by 16th December 2011 and have not agreed in writing to extend this time limit, or been advised that your application is invalid, you are entitled to appeal to the Secretary of State in accordance with the Town and Country Planning Act within 6 months from the date by which the decision should have been made (unless the application has been referred to the Secretary of State by this Council for decision). Appeals must be made on a form which is obtainable from the Planning Inspectorate, Customer Support Unit, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

Please be aware that some of our correspondence including the Decision Notification will be sent by email if you have provided an email address on your forms. It is therefore important to inform us if your email address changes throughout the course of the application.

This acknowledgement only relates to planning and does not relate to any other legislation which may or may not apply such as Building Regulations. You will need to carry out your own checks to determine whether any other consents or permissions are required. For advice on whether Building Regulations are required please visit the government's website www.planningportal.gov.uk or seek your own professional advice. If you are in any doubt you will need to submit a formal Building Regulations submission.

Please complete the enclosed Validation Checklist and return accordingly.

Please do not hesitate to contact us if you have any queries.

Yours sincerely

A handwritten signature in black ink, appearing to read 'KARL ROBERTS', with a stylized flourish at the end.

Karl Roberts
Assistant Director Planning Services &
Housing Strategy



James Smith

From: Carolyn Nysingh on behalf of Planning
Sent: 25 November 2011 14:16
To: James Smith
Subject: FW: FAO Mr. J. Smith FN/46/11 8 Nepcote Lane
Attachments: NE.003.pdf

From: Nigel Batchelor [mailto: [REDACTED]]
Sent: 25 November 2011 [REDACTED]
To: Planning
Subject: FAO Mr. J. Smith FN/46/11 8 Nepcote Lane

Dear Mr. Smith

I have had to alter the South Elevation to the above project in order to accomodate a DPC & cavity tray.

Please find attached Building Regs Drg. NE.003 which shows the alterations.

Thanks.

--
Regards

Nigel Batchelor

