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Our Ref: FP/174/18/CLP

Please ask for:

**Amber Willard
01903 737500 x37445**

Dear Mr Hollands

06 August 2018

Town & Country Planning Act 1990 (as amended)

**Town & Country Planning (Development Management Procedure) (England) Order 2015 - Article
39**

Application for Lawful Development Certificate for a Proposed Use or Development

Development Lawful development certificate for a proposed conversion of existing garage & utility room to bedroom plus ensuite & family room & alterations to front elevation.

Location 36 Rife Way Felpham,,

Receipt:

UNKNOWN

Receipt No. P108466 Amount £ 103.00

Thank you for your application received on 9th July 2018. I am writing to acknowledge that it was accepted as a valid application on 9th July 2018. On receipt of this letter if you have any concerns about the way that the Council has described your application you should contact the case officer: Amber Willard, who is dealing with your application.

You can follow how your application is progressing on the Council's website:

www.arun.gov.uk/planning.

The Council aims to make as many decisions as possible before the end of the statutory determination period, which in this case will be 3rd September 2018. However, this is not always possible for a number of reasons, including on-going negotiations or the scheduling of the Development Control Committee.

If you have not received a decision by 3rd September 2018 or a later expiry date that you have agreed to, you can appeal to the Secretary of State. Your appeal (under Section 195 of the Town & Country Planning Act 1990) would be that the Council has failed to make a decision and you would be asking a Planning Inspector to make the decision instead. You can do this on a form which you can get from the Planning Inspectorate website <https://www.gov.uk/topic/planning-development/planning-permission-appeals> or by writing to them at, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

This acknowledgment only relates to your certificate application and not to any other applications you may have made to the Council, for example Planning Permission or Building Regulations approval. 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.co.uk or seek your own professional advice. If, in general, you wish to know more about Building Regulation approval and the Building Control services offered by Arun District Council please

For details on how the Council will deal with your data, please refer to our privacy notice called Privacy statement planning application on the website www.arun.gov.uk/planning-privacy-statements.

Please do not hesitate to contact the Case Officer if you have any queries.

Yours sincerely

A handwritten signature in black ink, appearing to be 'NC' followed by a flourish.

Neil Crowther
Group Head of Planning

Please note: When an application is submitted online or with an email address in the agent details, most correspondence, including the decision notice will be sent by email. It is therefore important that you inform us if you make any change to your email address during the course of this application.