

Nicola Spencer

From: Nicola Spencer
Sent: 08 November 2013 16:52
To: [REDACTED]
Subject: RE: 75 Felpham Road. Additional change of use
Attachments: Printpack22.pdf; Printpack24.pdf

Dear Mrs King

Thank you for your email. The letter was submitted with the planning application for alterations to the windows and as a result was on the planning file. I apologise that this was not responded to.

Having looked at your application for the windows and spoken to you it is unclear as to whether the proposed use is in fact A1. A covering letter on the file refers to deli/coffee shop. To clarify the situation you have 2 options. You can apply for a Certificate of Lawfulness for a proposed use to establish whether the change of use requires planning permission or not. The fee for this is [REDACTED]. If it is determined that you do not need permission for the change of use then you have formal documentation confirming this. However if it is determined that you do need permission you would then need to go onto obtain permission by submitting an application.

Alternatively you could simply make an application for a change of use. The fee for this would be [REDACTED]

I have attached the packs for either a Certificate of Lawfulness or a full planning application

Unfortunately it will not be possible to add this the existing application as this has already been advertised and is progressing.

Yours sincerely

Nicola Spencer

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Visit Arun's web site at www.arun.gov.uk  Save the environment - think before you print.

From:
Carolyn
Nysingh
On

Behalf Of Planning

Sent: 08 November 2013 10:23

To: Nicola Spencer

Subject: FW: 75 Felpham Road. Additional change of use

Carolyn Nysingh | PA to Assistant Director, Planning and Economic Regeneration, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
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From: Tracey Eley [REDACTED]
Sent: 08 November 2013 10:13
To: Planning
Subject: 75 Felpham Road. Additional change of use

Dear Sir or Madam,

I have attached a copy of Intended use for my shop I have recently taken over under the additional change of use permitted development rights applying from May 30th 2013.

I had already put this letter into your offices by way of Mandy on the planning desk, but have had no response from you, I look forward to hearing from you in due course. Thank you

Yours Sincerely
Tracey King