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

D84 Architects Ltd
17 Pembroke Road
Portsmouth
PO1 2NT

Please ask for:	Ms Iqraa Malik
Email:	iqraa.malik@terraquest.co.uk
Telephone:	0121 234 1390
Our Ref:	FP/206/21/HH
Your Ref:	
Date:	23rd September 2021

Dear Mr Russell,

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

Application for Planning Permission for Works or Extension to a Dwelling

Development: Single storey front porch/garage extension
Location: 10 Old Manor House Gardens Felpham PO22 8QR

Thank you for your recent application which I received on 21st September 2021. It is being validated by Ms Iqraa Malik 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 application until the following item(s) have been received or resolved :-

Location Plan

The location plan requires a solid red outline around the site boundary. Please amend. Further details of what must be included on the plan can be found in the Validation Requirements List.

Site Plans

The existing and proposed site plans appear to be the same. Please review and amend.

Block Plan

You are required to have dimensions from the proposed extension(s) to all site boundaries. Please amend.

CIL Additional Information Form

The CIL form has been completed wrong. As you have answered no to question 2a), this means you must skip to question 3 and questions 2c and 2d do not need to be answered. Further information about CIL can be found on the website: www.arun.gov.uk/cil

Existing Plans

The door on the existing south elevation is missing from the existing ground floor plan. Please amend.

For further detailed information on validation requirements please go to our website and refer to the

requirements list for this type of application: https://www.arun.gov.uk/making-a-planning-application
If you are unable to access the website, please contact this office so a copy can be sent to you.

Where the information requested above relates to a local validation requirement, you may request that the requirement is waived. The information requested should be reasonable having regard to the nature and scale of the proposed development and about a matter which it is reasonable to think would be a material consideration in determining the application. If you do not feel this is the case, you can serve a notice on the Council, specifying which particulars or evidence you do not consider meet this test of reasonableness. You must state which items you disagree with and set out the reasons why you hold the view, please quote the application reference in your letter or email. The Council will then consider your case and respond. It should be noted that there is no right to challenge the national requirements as these requirements are contained in planning legislation.

Please provide the above by **7th October 2021** or your application 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