

Julie Grieves

Community Infrastructure Levy Officer

T: 01903 737448

E: julie.grieves@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



Essential maintenance is being carried out to the planning, building control and local land charges database during the week commencing 12 April 2021.

During this time there will be no public or staff access to any records held within this database, and it will not be possible to carry out any of the following tasks via the Arun website:

- **Research planning and building control history**
- **View any planning applications, plans, agreements, tree preservation orders or competent persons data**
- **Submit building control applications**
- **Submit planning application comments**
- **Report any planning compliance issues**

The publicity and consultation period for all planning applications that fall over this week will be extended by a further week to ensure no one is disadvantaged.

All other aspects of planning, building control and local land charges will be limited during this week and you are strongly advised to contact the individual departments before 12 April 2021 for specific restrictions during this time.

Sign up to our newsletter [here](#)

To register to receive notification of planning applications in your area please go to www.arun.gov.uk/planning

From: Julie Grieves

Sent: 19 April 2021 10:03

To: Ken Wingate [REDACTED]

Subject: RE: FP/51/21/PL - 32 Sea Drive

Good morning,

Yes, utility bills are acceptable.

If they know who will be assuming liability, I would suggest forwarding Form 2 as soon as you can and then the Self Build relief can be applied.

Many thanks
Julie

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From: Ken Wingate [REDACTED]
Sent: 09 April 2021 09:45
To: Julie Grieves <Julie.Grieves@arun.gov.uk>
Subject: RE: FP/51/21/PL - 32 Sea Drive

Dear Julie

Please find below the clients email address as requested.

[REDACTED]

What do you accept as proof of the existing house's occupancy, could you advise, is it utility bills? If you could let me know then that would be helpful.

Thanks and look forward to hearing back from you

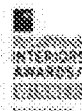
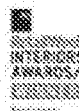
Ken

Ken Wingate FCSD – chartered designer

owner



INTERIOR DESIGN / ARCHITECTURE



Henry Wood House, 2 Riding House Street, W1W 7FA London, United Kingdom

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From: Julie Grieves <Julie.Grieves@arun.gov.uk>

Sent: 22 March 2021 11:37

To: Ken Wingate

Subject: FP/51/21/PL - 32 Sea Drive

Dear Sir,

Thank you for your completed Form 1: CIL Infrastructure Form submitted with the above application. Due to Covid-19 virus, we are currently working from home as much as possible. This is having an effect on sending communication out to applicant/agents via post. Would it be possible for you to provide an email address for your applicant for the purposes of CIL. The Regulations state that all 'Relevant Persons' must receive the Notices (Reg. 65 - The Liability Notice must be sent to the 'relevant person'; the person who has assumed liability to pay CIL and each of the owners of the land with planning permission). Going forward, if you submit any applications, would you complete the applicant email address on the application form.

Also, to enable the offset of the existing dwelling, we must receive proof that this has been continuously in use for 6 months within the last 3 years. Please forward accordingly.

Additionally, you have suggested you are applying for Self Build relief. To enable me to grant this relief, we must receive a Form 2 Assumption of Liability. You must not commence works without submitting a Form 6 Commencement Notice. This includes the demolition.

Thank you for your co-operation at this time,
Julie

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