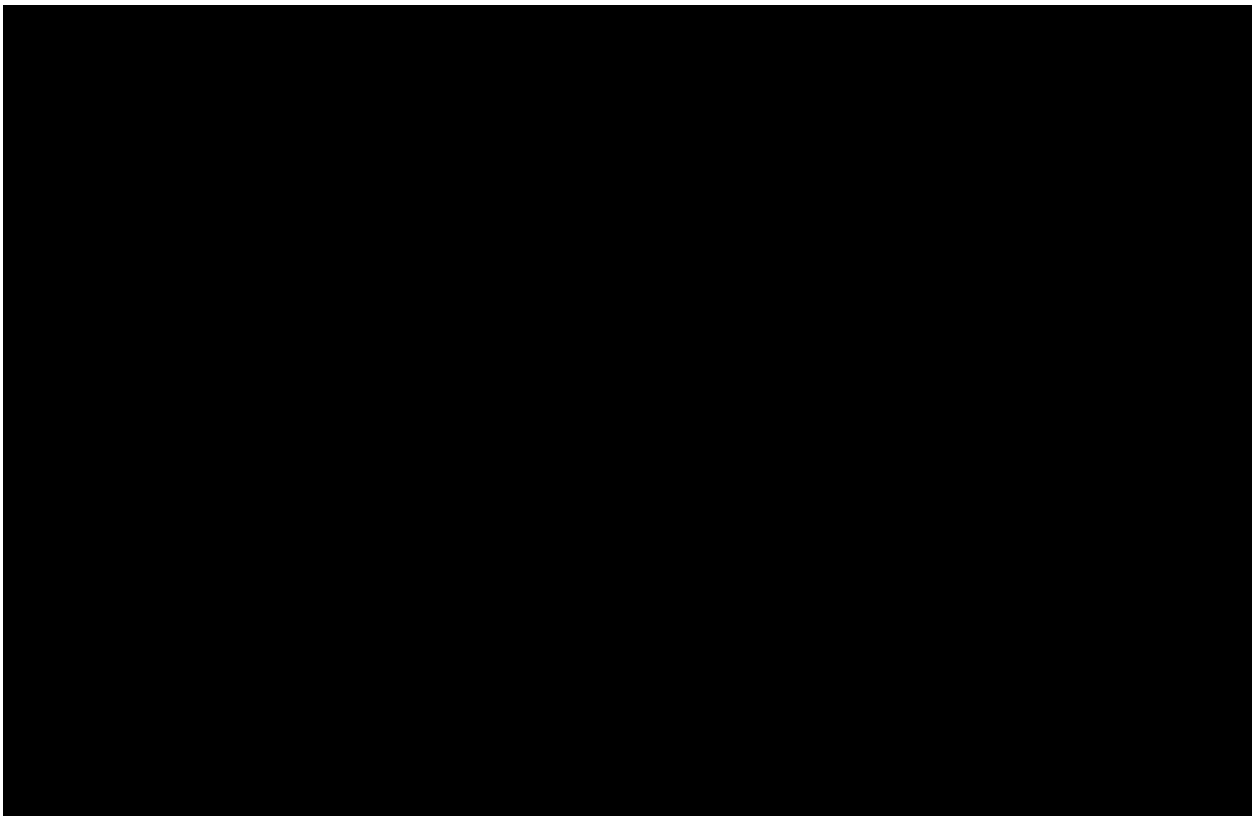


FW: LU/141/25/PL 57 River Road Littlehampton



Arun District Council, Civic Centre, Maltravers Rd

Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk



Our priorities...



Improving the
wellbeing of Arun



Delivering the
right homes in
the right places



Supporting our
environment
to support us



Fulfilling Arun's
economic potential



From: Gabriella Chan [REDACTED]
Sent: 09 October 2025 11:16
To: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Cc: REMICT Info [REDACTED]
Subject: Re: LU/141/25/PL 57 River Road Littlehampton

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Dear Ms Welch,

We hope this email finds you well, and thank you for your message.

Apologies for the delay in responding. Our client has confirmed that the correct site address is **57 River Road**, as stated on the application form.

We are happy to agree to the proposed extension of time until 31 October 2025, to allow for the completion of your assessment and the receipt of the remaining consultation responses.

Please let us know if you require any further information or clarification. We remain ready to assist with any additional details that may help to progress the application.

Thank you, we appreciate your efforts and look forward to hearing from you in due course.

Kind regards,

Gabriella Chan
Architect

remi c.t. studio

Boutique Architectural Design Studio
Based in East London, Operating Globally

Echo Building
E Bay Lane
London, E15 2SJ

[Phone](#)
[Instagram](#)
[LinkedIn](#)
[Website](#)

This communication and any attachments are intended for the addressee only and may be confidential. If you have received this message in error and are not the intended recipient, please delete it and any associated files. Please also notify the sender by a return email or by telephone to make them aware that the message has been received by someone other than the intended recipient. While REMI.C.T Ltd. takes care to protect its system from virus attacks and other harmful events, REMI.C.T Ltd. can give no warranty that this message (including attachments) is free of virus or other harmful matter and accepts no responsibility for any loss or damage resulting from the recipient receiving, opening or using it. REMI.C.T Ltd. is a registered Limited company 10370171.

Please consider the environment before printing this email.

On Thu, 9 Oct 2025 at 10:47, Kathryn Welch <Kathryn.Welch@arun.gov.uk> wrote:

Hi Gabriella,

I don't appear to have had a response to my email yet, please see below.

Kind regards,

Kathryn Welch

Senior Planning Officer, Planning Department

Please note: My working hours are currently split between Development Management and ADC Engineers, which may result in extended response times. **Development Management:** Tuesdays and Thursdays **ADC Engineers:** Mondays, Wednesdays, and Fridays

T: 01903 737789

E: kathryn.welch@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd

Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk



Our priorities...



Improving the wellbeing of Arun



Delivering the right homes in the right places



Supporting our environment to support us



Fulfilling Arun's economic potential



From: Kathryn Welch
Sent: 30 September 2025 14:08
To: Gabriella Chan [REDACTED]
Cc: REMICT Info [REDACTED]
Subject: RE: LU/141/25/PL 57 River Road Littlehampton

Dear Gabriella,

Many thanks for the email.

I just wanted to confirm the site address provided on the application form, which has been transferred to the application documents, states the site is at **57 River Road**. However, my mapping data, and the on-street numbering of the neighbouring property, indicate the site is actually **47 River Road**.

Could you please confirm that the correct address is 47 River Road, and provide written confirmation that you're happy for us to update the application accordingly?

Regarding the progress of the application, I'm currently well underway with the preparation of my Officer Report. I'm not inviting any additional information to be submitted at this time. I am still awaiting comments from our Drainage Engineers. While I'm aware we have 10 days remaining before the application expires, I also understand they are currently behind on their caseload. Would it be possible to agree an extension of time until 31 October?

Kind regards,

Kathryn Welch

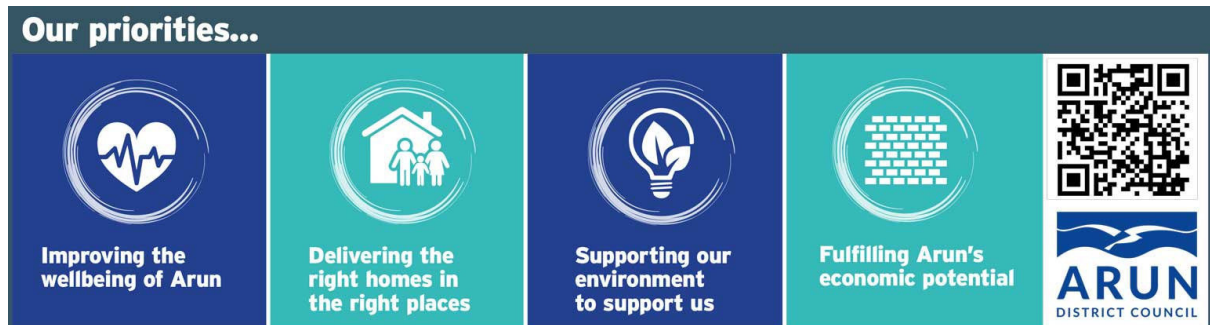
Senior Planning Officer, Planning Department

T: 01903 737789

E: kathryn.welch@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk



From: Gabriella Chan [REDACTED]
Sent: 29 September 2025 10:48
To: Simon Davis <Simon.Davis@arun.gov.uk>
Cc: REMICT Info [REDACTED] Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Subject: Re: LU/141/25/PL 57 River Road Littlehampton

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Dear Mr Davis and Ms Welch,

I hope this email finds you both well.

Thank you, Simon, for letting us know about the change in case officer. We very much appreciate your assistance to date.

Kathryn, we look forward to working with you as the application progresses. We remain ready to provide any further information or clarifications that may assist with your review.

Please do not hesitate to let us know if there are any additional details you would like us to provide.

Kind regards,

Gabriella Chan
Architect

Content not viewable
in your region



Boutique Architectural Design Studio
Based in East London, Operating Globally

Echo Building
E Bay Lane
London, E15 2SJ

[Phone](#)
[Instagram](#)
[LinkedIn](#)
[Website](#)

This communication and any attachments are intended for the addressee only and may be confidential. If you have received this message in error and are not the intended recipient, please delete it and any associated files. Please also notify the sender by a return email or by telephone to make them aware that the message has been received by someone other than the intended recipient. While REMI.C.T Ltd. takes care to protect its system from virus attacks and other harmful events, REMI.C.T Ltd. can give no warranty that this message (including

attachments) is free of virus or other harmful matter and accepts no responsibility for any loss or damage resulting from the recipient receiving, opening or using it. REMI.C.T Ltd. is a registered Limited company 10370171.

On Mon, 29 Sept 2025 at 10:18, Simon Davis <Simon.Davis@arun.gov.uk> wrote:

Dear Gabriella,

My colleague, Kathryn Welch, Senior Planner is now dealing with this application. I have copied her in.

Kind Regards

Simon

Simon Davis MRTPI

Principal Planning Officer, Directorate of Growth

T: 01903 737874

E: simon.davis@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd

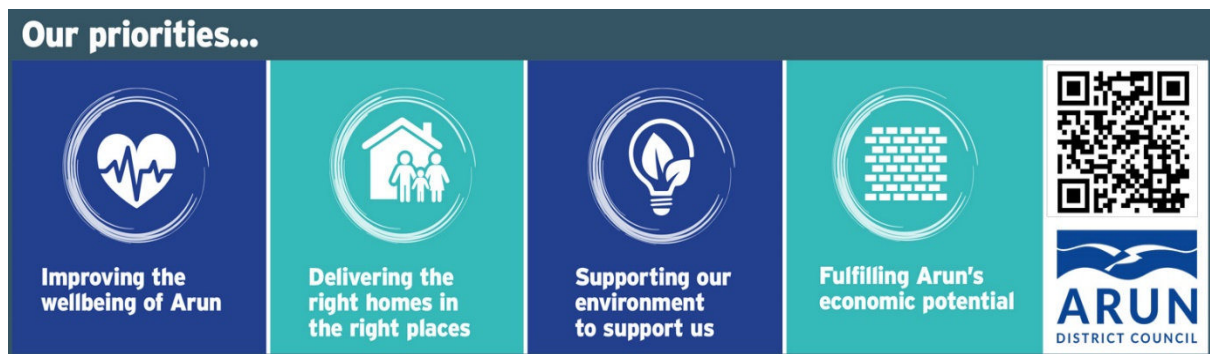
Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk

To register to receive notification of planning applications in your area please go to

<https://www1.arun.gov.uk/planning-application-finder>





From: Gabriella Chan [REDACTED]
Sent: 29 September 2025 09:15
To: Simon Davis <Simon.Davis@arun.gov.uk>
Cc: REMICT Info [REDACTED]
Subject: Re: LUY/141/25/PL 57 River Road Littlehampton

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Dear Mr Davis,

I hope you are well.

Further to our reply on the 8th of September with drawing A_600 Swept Path Analysis, we just wanted to check if there are any updates from the Highways team or further details you would like from us.

We are happy to provide anything needed and appreciate your assistance in progressing the application.

Kind regards,

Gabriella Chan
Architect

Boutique Architectural Design Studio
Based in East London, Operating Globally

Echo Building
E Bay Lane
London, E15 2SJ

[Phone](#)
[Instagram](#)
[LinkedIn](#)
[Website](#)

This communication and any attachments are intended for the addressee only and may be confidential. If you have received this message in error and are not the intended recipient, please delete it and any associated files. Please also notify the sender by a return email or by telephone to make them aware that the message has been received by someone other than the intended recipient. While REMI.C.T Ltd. takes care to protect its system from virus attacks and other harmful events, REMI.C.T Ltd. can give no warranty that this message (including attachments) is free of virus or other harmful matter and accepts no responsibility for any loss or damage resulting from the recipient receiving, opening or using it. REMI.C.T Ltd. is a registered Limited company 10370171.

On Mon, 8 Sept 2025 at 17:18, Gabriella Chan [REDACTED] wrote:

Dear Mr Davis,

I hope this email finds you well, and thank you for forwarding the comments from West Sussex County Council Highways dated 3 September 2025.

In response to their request, please see attached drawing A_600 Swept Path Analysis. This plan demonstrates tracking movements for a standard vehicle entering and exiting Parking Spaces 1, 2 and 3 in forward gear. The swept-path analysis confirms that access and turning can be achieved within the site for these bays.

We trust that this additional information addresses the points raised and will enable you to re-consult with the Highways team. Please let us know if you require any further details or clarification, and we will be pleased to assist.

Thank you for your continued support in progressing the application. We look forward to working constructively with you and your colleagues as the review continues.

Kind regards,

Gabriella Chan
Architect

Boutique Architectural Design Studio
Based in East London, Operating Globally

Echo Building
E Bay Lane
London, E15 2SJ

[Phone](#)
[Instagram](#)
[LinkedIn](#)
[Website](#)

This communication and any attachments are intended for the addressee only and may be confidential. If you have received this message in error and are not the intended recipient, please delete it and any associated files. Please also notify the sender by a return email or by telephone to make them aware that the message has been received by someone other than the intended recipient. While REMI.C.T Ltd. takes care to protect its system from virus attacks and other harmful events, REMI.C.T Ltd. can give no warranty that this message (including attachments) is free of virus or other harmful matter and accepts no responsibility for any loss or damage resulting from the recipient receiving, opening or using it. REMI.C.T Ltd. is a registered Limited company 10370171.

On Fri, 5 Sept 2025 at 16:56, Simon Davis <Simon.Davis@arun.gov.uk> wrote:

Dear Gabriella,

Further to the below, please see the attached Highways comments. They may not have seen the plan showing the tracking for parking space 1 but regardless they also ask for details ref parking spaces 2 and 3. Can you provide an amended plan to me, and I will then re-consult them.

Kind Regards

Simon

Simon Davis MRTPI

Principal Planning Officer, Directorate of Growth

T: 01903 737874

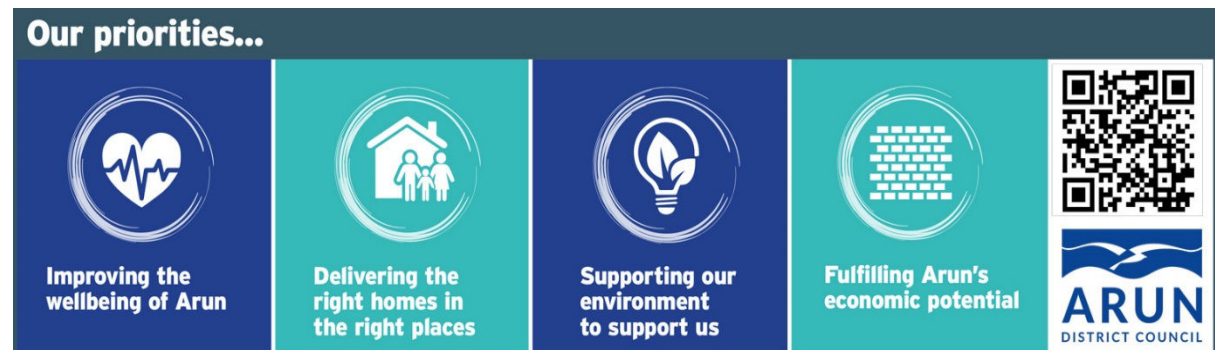
E: simon.davis@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd

Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk

To register to receive notification of planning applications in your area please go to
<https://www1.arun.gov.uk/planning-application-finder>



From: Gabriella Chan [REDACTED]
Sent: 26 August 2025 12:26
To: Simon Davis <Simon.Davis@arun.gov.uk>
Cc: REMICT Info [REDACTED]
Subject: Re: LUY/141/25/PL 57 River Road Littlehampton

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Dear Mr Davis,

We hope this email finds you well. Thank you for your email on 22 August 2025 regarding the application LU/141/25/PL.

In response to the outstanding queries, please see below:

I write to ask whether you can arrange for some tracking drawings to demonstrate how cars will enter and exit parking space 1 (by the entrance) in a forward gear.

RESPONSE: Please see the attached revised drawing A_100, which includes tracking for Parking Space 1 as requested. The swept-path analysis illustrates a standard vehicle (refer to the notes column for details) entering and exiting Parking Space 1 in forward motion. We trust that these diagrams will satisfy the requirement.

Please let us know if you require any further information or clarification. We remain ready to assist with any additional details that may help to progress the application.

We are grateful for your assistance and note your advice regarding the case potentially being passed to another officer in the coming weeks. We look forward to continuing to work constructively with the Council as the application moves forward.

Kind regards,

Gabriella Chan
Architect

Boutique Architectural Design Studio
Based in East London, Operating Globally

Echo Building
E Bay Lane
London, E15 2SJ

[Phone](#)

[Instagram](#)

[LinkedIn](#)

[Website](#)

This communication and any attachments are intended for the addressee only and may be confidential. If you have received this message in error and are not the intended recipient, please delete it and any associated files. Please also notify the sender by a return email or by telephone to make them aware that the message has been received by someone other than the intended recipient. While REMI.C.T Ltd. takes care to protect its system from virus attacks and other harmful events, REMI.C.T Ltd. can give no warranty that this message (including attachments) is free of virus or other harmful matter and accepts no responsibility for any loss or damage resulting from the recipient receiving, opening or using it. REMI.C.T Ltd. is a registered Limited company 10370171.

<https://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.

<https://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.

<https://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.
