



Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Luke and Co Planning SE Ltd
2 Port Hall Road
Brighton
BN1 5PD

Our Ref: LU/376/19/PD

Please ask for:

**Amy Myer
01903 737776**

09 January 2020

Dear Mr Carter

**Town & Country Planning Act 1990 (as amended)
Town & Country Planning (General Permitted Development) Order 2015 Schedule 2
Part 3, Class O**

Description Change of Use of part of building from a use falling within Class B1 (a)(offices),
to a use falling within Class C3 (dwellinghouses)

Location Gratwicke House 10 East Street, Littlehampton,

Receipt No: P112506 Amount £ 96.00

Thank you for your notification received on 19th December 2019, I am writing to acknowledge that it was accepted as valid on 8th January 2020 and is now being assessed to ensure that the proposal complies with the conditions, limitations or restrictions under the above Order and whether sufficient information has been provided to establish this requirement.

If you have any concerns about the way that the council has described your proposed work you should contact the case officer: Amy Myer who will be dealing with your application, to discuss the matter.

The Council will publicise this application by means of a site notice on or near the application site and on our website. The notice needs to be displayed until the date indicated on it for comments to be made by and for not less than 21 days. After this period it can be removed. If there are any problems with regards to the site notice (e.g. vandalism), please contact the case officer.

Your application cannot be determined until the end of the statutory publicity and consultation periods which is 6th February 2020.

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

www.arun.gov.uk/planning

The General Permitted Development Order, Part 3 of Schedule 2 (Classes C, J, M, N, O, P, PA, Q, R, S, T) specifies that development should not begin before the occurrence of one of the following:-

- the receipt by the applicant from the local planning authority of a written notice of their determination that prior approval is not required to carry out development in accordance with the details submitted;

- the receipt by the applicant from the local planning authority of a written notice giving prior approval; or
- the expiry of 56 days following the date on which the local planning authority received the application, without the authority making any determination as to whether prior approval is given or refused.

Unless the local planning authority and developer agree otherwise in writing.

I must advise you that if development has begun or begins before any of the above occurs then it will not be possible to make a determination; a full planning application will be required for the development.

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

Please do not hesitate to contact the case officer if you have any queries.

Yours sincerely



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.