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Armo Architecture  
15 Critchmere Road  
Eastergate  
PO20 3XA

Please ask for: Mrs D Johnson  
Email: [daun.johnson@arun.gov.uk](mailto:daun.johnson@arun.gov.uk)  
Telephone: 01903 737762  
Our Ref: LU/57/25/PD  
Your Ref:  
Date: 18th March 2025

Dear Mr Gibbs,

**Town & Country Planning Act 1990 (as amended)  
Town & Country Planning (General Permitted Development) Order 2015 Schedule 2 (As amended)**

**Prior Notification for Permitted Development**

**Schedule 2 Part 3 Class M**

**Development:** Prior notification under Schedule 2, Part 3, Class MA for the change of use of part of building on ground floor from restaurant (Class E) to dwelling house (Class C3).  
**Location:** 51 Pier Road Littlehampton BN17 5LP

Thank you for your recent notification which I received on 17th March 2025. It is being validated by Mrs D Johnson 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 notification until the following item(s) have been received or resolved :-

**CIL Additional Information Form**

This application may be CIL liable, please complete and return the Form1 CIL Additional Information. The form and further information about CIL can be found on the website: [www.arun.gov.uk/cil](http://www.arun.gov.uk/cil)

On the proposed floor plan, please provide the dimensions of all windows and doors.

If providing additional documents or information, please email it to: [planning.responses@arun.gov.uk](mailto:planning.responses@arun.gov.uk) with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **1st April 2025** or your notification will be closed as incomplete and where a fee has been paid, I will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of administering the return. If you have difficulty meeting this deadline please contact the above officer to agree an extension to this time scale. Once the application has been closed, you will need to submit a fresh application if you still want to proceed.

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>