



Miss E Poland
Heathland
South Lodge
South Avenue
Hurstpierpoint
BN6 9QB

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: M/52/19/PL
Your Ref:

Please ask for:
Nicola Spencer
01903 737500 x37446

Dear Miss Poland

16th August 2019

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

Development Erection of 900mm high brown picket fence to rear
Location Gendarshe (now Sea Song) Manor Way Elmer

Thank you for your recent application which I received on 3rd June 2019. It is being validated by Nicola Spencer who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following item(s) have been received or resolved :-

It has come to the case officer's attention following a Land Registry Search that you do not appear to own all the land contained within the red edge indicated on your location plan. As a result your application is invalid as you need to serve notice on whoever does own the land. For your ease a copy of the standard Article 13 notice can be downloaded from the application form section of our website www.arun.gov.uk/making-a-planning-application

You will also need to complete the correct certificate section on the application form. You cannot complete Certificate A if you do not own all of the land. When you have served notice on the land owner, you will need to provide an amended application form with the correct certificate either Certificate B, C or D (whichever is the appropriate one) completed with a newly signed and dated declaration as the date on the form cannot pre date the date you served notice.

If you do in fact own this land then you will need to provide evidence ideally the Land Registry paperwork to confirm this is the case.

Your application cannot proceed until this matter has been resolved. Upon receipt of the necessary information, the application process can be restarted with the application being readvertised and new site notices.

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.

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://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.

Please provide the above by **30th August 2019** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely



Neil Crowther
Group Head of Planning