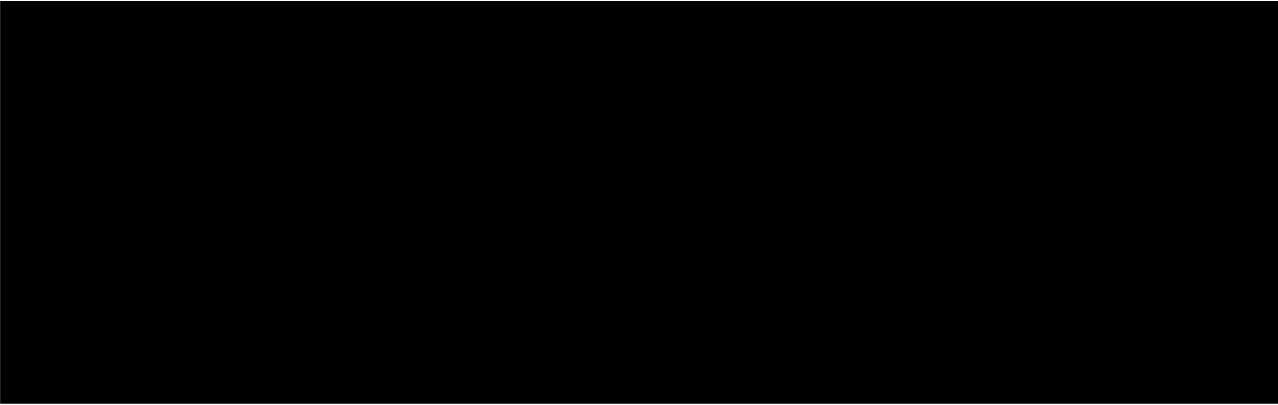




Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF

Note: I occasionally send emails outside of working hours. If this arrives outside your normal working hours, please do not feel compelled to respond immediately

From: Samantha Lovegrove [REDACTED]
Sent: 29 October 2021 17:39
To: CIL <CIL@arun.gov.uk>
Subject: Residential Extension Exemption Form

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.

Good evening,

We received planning permission in October 2020 but have yet to receive any CIL liability letter.

We have yet to commence building but would like to apply for an exemption prior to sending notice of commencement.

DECLARATION OF RESPONSIBILITY FOR INFORMATION SUPPLIED

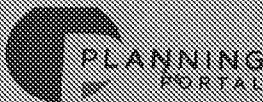
Please tick ALL boxes

- ☒ I understand that my claim for exemption will lapse where development commences prior to the collecting authority informing me of its decision
 - ☒ I declare that the development is a residential extension within the definition in Regulation 42A(3)
 - ☒ I declare that I occupy the dwelling as my sole or main residence
 - ☒ I declare that the development does not comprise a new dwelling
 - ☒ I declare that the amount of de minimis State Aid received in the last 3 years prior to the submission of this application for relief is less than 200,000 Euro
- Information about de minimis State Aid for the purposes of CIL exemption can be found at <https://www.gov.uk/guidance/community-infrastructure-levy/state-aid-section>

Date (DD/MM/YYYY)

29/10/2021

Some authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both. Receipt of this application the collecting authority will make a decision on your claim as soon as practicable and inform the amount of CIL granted in writing.



Reader application or full version of Adobe Acrobat. Many internet browsers and other applications can display PDF files, but we cannot guarantee their compatibility in regard to these forms. We specifically advise users of Apple devices not to use 'Preview' because of known issues.

Community Infrastructure Levy (CIL) Form 9: Residential Extension Exemption Claim Form

Please note: This version of the form should only be used for submissions relating to planning applications in England. There is a legacy version of the form for use in Wales. Download the legacy version of this form.

Please note the following information in regards to this claim for an exemption:

An exemption for a residential extension must be granted by the Collecting Authority prior to the commencement of the development. The applicant will otherwise be liable for the full levy charge.

If the CIL Liability Notice, or revised CIL Liability Notice (if issued), was issued prior to 1 September 2019, the Collecting Authority may require a Commencement Notice to be received by them prior to the commencement of the development in order for any exemption granted to still apply. It is advised that you seek confirmation from the Collecting Authority as to their requirements in this regard.

If the CIL Liability Notice, or revised CIL Liability Notice (if issued), was issued on or after 1 September 2019, you do not need to serve a Commencement Notice in order to retain the exemption.

Please complete the form using block capitals and black ink and send to the Collecting Authority.
See Planning Practice Guidance for CIL for guidance on CIL generally, including "relief from the Levy".

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to a Local Authority in accordance with the 'The Community Infrastructure Levy Regulations 2010 (as amended)'. Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it unless you choose to upload it to any Planning Portal online service in agreement with the relevant terms and conditions. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to a Local Authority in agreement with the declaration section.

Upon receipt of this form and any subsequent information, it is the responsibility of the Local Authority to inform you of its obligations regarding the processing of this information. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Section A: Claiming Exemption - General Information

To be completed by the individual(s) claiming the exemption.

Application Details:

Applicant Name: **JAMANTHA LOVEGROVE**

Planning Portal Reference (if applicable): **M/55/20/HH**

Local authority planning application number (if allocated):

Please provide the full postal address of the main dwelling (including postcode):

**16 ARUNDEL WAY
ELMER
MIDDLETON WILSEA
POL2 6JH**

Please find attached our residential exemption claim form.

We look forward to hearing from you.

Kind regards,

Sam Lovegrove