

Susan Haley

From: [REDACTED]
Sent: 10 September 2025 11:56
To: Susan Haley
Cc: James Potter; JPA Admin
Subject: Re: M/71/25/PDH - 34 Norfolk Way, PO22 6JF
Attachments: 25045_PL03_34 Norfolk Way_Permitted Development.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Green category

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Hello Susan,

Sorry for the late response.

Please find attached the revised drawings with the removed front porch.

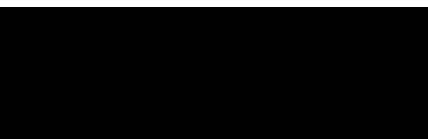
I hope this answers all your queries.

If you have any other comments, please let me know.

Kind regards,

Tadek Jasinski
Architect

James Potter Associates Ltd
Architectural design



----- Forwarded message -----

From: Susan Haley <Susan.Haley@arun.gov.uk>
Date: Wed, 3 Sept 2025 at 15:31
Subject: RE: M/71/25/PDH - 34 Norfolk Way, PO22 6JF



Dear Mr Potter

Thank you for your email.

Whilst the porch may fall under Class E or another part of Class A, the type of application which you have applied for can only consider works which would fall under Class A.

I have consulted a planning officer who confirms, for this application (Schedule 2, Part 1, Class A) the porch needs to be removed, or an annotation added to the appropriate plans making it clear that the porch is not to be considered within the Schedule 2, Part 1, Class A application (M/71/25/PDH).

If you are satisfied that the porch meets permitted development requirements, under a separate part of the General Permitted Development Order, you can carry this out without permission. However, it cannot be included as part of this application, for the reasons stated in previous emails.

I am happy to process the application once we receive the plans with the porch omitted, or annotation added.

Kind regards

Susan Haley

Planner Degree Apprentice

Technical Support Unit

T: 01903 737694

E: susan.haley@arun.gov.uk

Please note: I am out of the office every Thursday.







Arun District Council, Civic Centre, Maltravers Rd

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Our priorities...

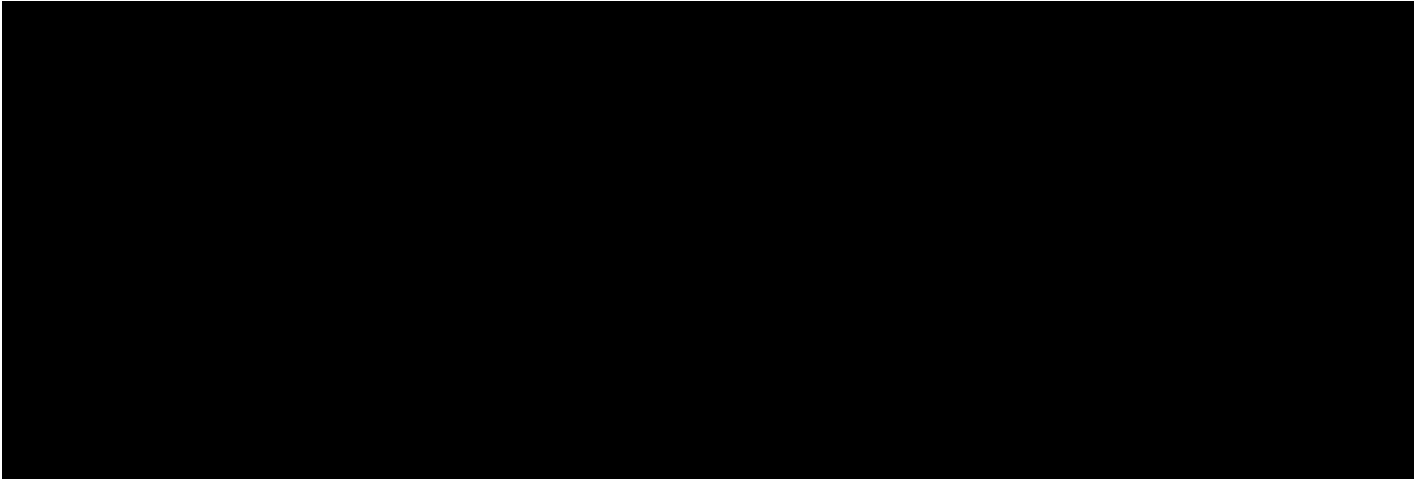
 Improving the wellbeing of Arun	 Delivering the right homes in the right places	 Supporting our environment to support us	 Fulfilling Arun's economic potential	 
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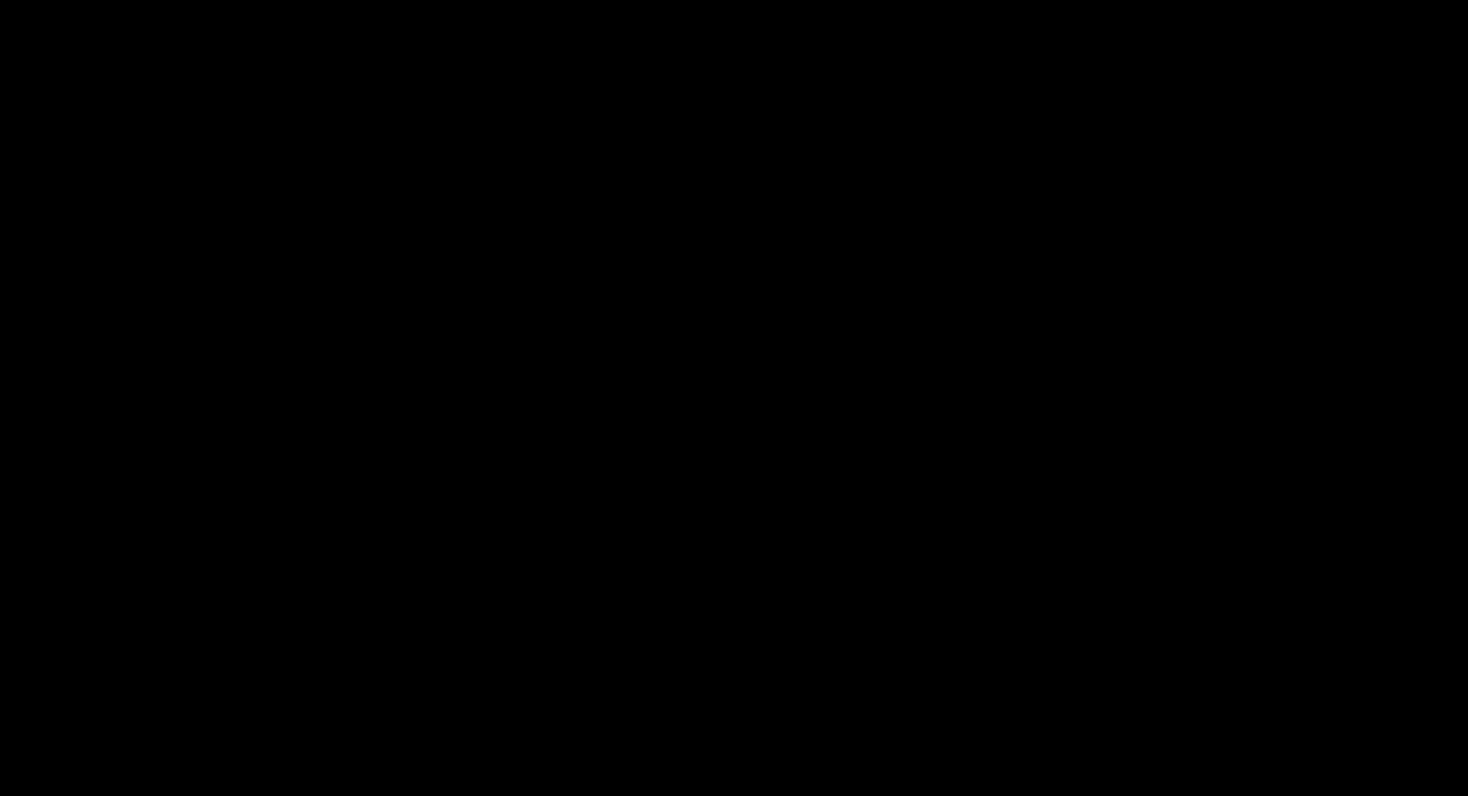


Sent: 03 September 2025 14:35
To: Susan Haley <Susan.Haley@arun.gov.uk>
Subject: RE: M/71/25/PDH - 34 Norfolk Way, PO22 6JF

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Hi Susan,





Kind regards,

James

James Potter
Director

James Potter Associates Ltd
Architectural design



On 3 September 2025 at 14:10:28, Susan Haley (susan.haley@arun.gov.uk) wrote:

Hi James

Thank you for the email.

Under Schedule 2, Part 1, Class A (The Town and Country Planning (General Permitted Development) (England) Order 2015), a porch is not permitted development as per the wording of the Act below.

A1 (e) the enlarged part of the dwellinghouse would extend beyond a wall which—

(i) forms the principal elevation of the original dwellinghouse; or

(ii) fronts a highway and forms a side elevation of the original dwellinghouse;

If you judge the application to be permitted development, then you should consider submitting a Lawful Development Certificate, or separate applications, under the relevant parts of the Act, for the porch and rear extension.

Please let me know how you wish to proceed with this application.

Kind regards

Susan Haley

Planner Degree Apprentice

Technical Support Unit

T: 01903 737694

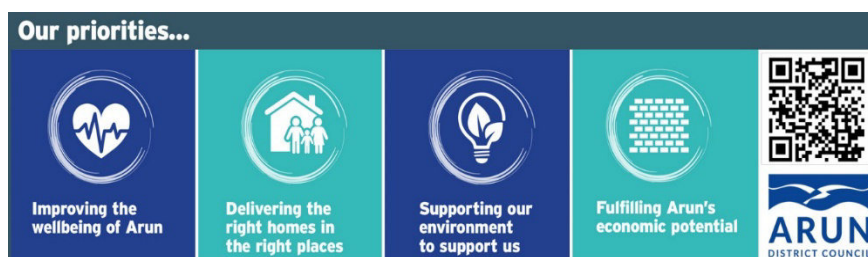
E: susan.haley@arun.gov.uk

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[REDACTED]
Sent: 03 September 2025 12:41

[REDACTED]
Subject: RE: M/71/25/PDH - 34 Norfolk Way, PO22 6JF

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Hi Susan,

The porch is a permitted development allowance so if we can just ignore this and consider the rear extension as the application please.

If there are any questions on anything please give me a call at any stage.

Kind regards,

James

James Potter
Director

James Potter Associates Ltd
Architectural design

[REDACTED]

On 3 September 2025 at 10:12:57, Susan Haley (susan.haley@arun.gov.uk) wrote:

Good morning, Tadek

Thank you for the updated plans, however the porch has moved from the side to the front. This would still mean that the proposal does not meet the requirements for an

application to determine if prior approval is required for a proposed: Larger Home Extension.

I have attached a link to The Town and Country Planning (General Permitted Development) (England) Order 2015, Schedule 2, Part 1, Class A, to assist with clarifying why the proposal will require full planning permission as it cannot be done under permitted development rights. [The Town and Country Planning \(General Permitted Development\) \(England\) Order 2015](#)

Please advise of how you wish to proceed: amend the plans or withdraw the application and submit a full planning application.

Kind regards

Susan Haley

Planner Degree Apprentice

Technical Support Unit

T: 01903 737694

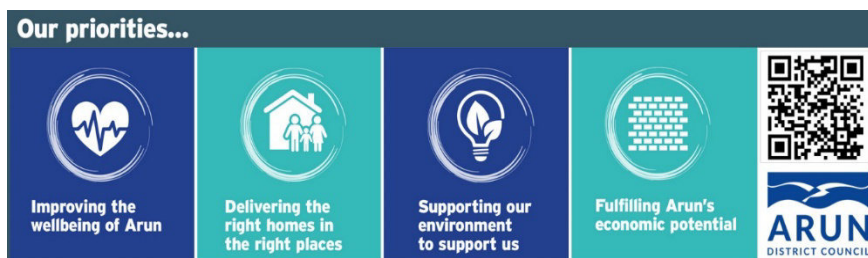
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[REDACTED]
Sent: 02 September 2025 16:55
To: Susan Haley <Susan.Haley@arun.gov.uk>

[REDACTED]
Subject: Re: M/71/25/PDH - 34 Norfolk Way, PO22 6JF

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Hello Susan,

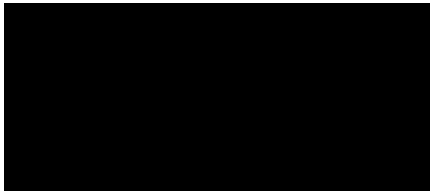
Please find attached the revised drawings following your comments.

If you have any other queries, feel free to contact me.

Kind regards,

Tadek Jasinski
Architect

James Potter Associates Ltd
Architectural design



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From: Susan Haley <Susan.Haley@arun.gov.uk>
Date: Wed, Aug 27, 2025 at 10:45 AM
Subject: M/71/25/PDH - 34 Norfolk Way, PO22 6JF



Dear Mr Potter

Thank you for the application. The reference for all correspondence is M/71/25/PDH.

On inspection of the proposed roof plan submitted there is a porch proposed on the side and the title includes reference to a loft conversion. These proposals do not meet the requirements for an application to determine if prior approval is required for a proposed: Larger Home Extension.

I have attached a link to The Town and Country Planning (General Permitted Development) (England) Order 2015, Schedule 2, Part 1, Class A, to assist with clarifying why the proposal will require full

planning permission as it cannot be done under permitted development rights. [The Town and Country Planning \(General Permitted Development\) \(England\) Order 2015](#)

Please advise of how you wish to proceed: amend the plans or withdraw the application and submit a full planning application.

Kind regards

Susan Haley

Planner Degree Apprentice

Technical Support Unit

T: 01903 737694

E: susan.haley@arun.gov.uk

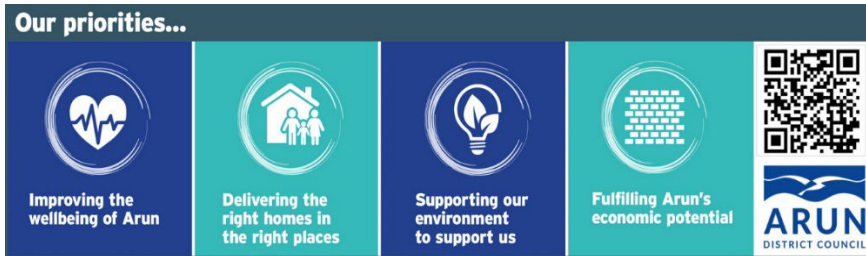
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