



Folkes Architects
The Old Forge
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Storrington
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Planning General Enquiries
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Our Ref: P/111/19/PL

Your Ref:

**Please ask for:
Mrs D Johnson
01903 737762**

Dear Mr Folkes

15th November 2019

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

Development Change of use of existing betting shop (Sui Generis) on ground floor with flat over to 1 No flat on ground floor (C3 Dwelling houses) to include single storey rear extension & conversion of loft space to include dormer window on rear elevation. This application may affect the setting of a listed building.

Location 209 Pagham Road Pagham

Thank you for your recent application which I received on 14th November 2019. 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 formal application until the following item(s) have been received or resolved :-

Please confirm amended description is satisfactory.

Economic Development Statement

All planning applications which result in the loss of commercial premises, the loss of retail premises or the change of use of retail units from Class A1 to the class A units in town/local centres as defined in the local plan or village/parade shops must be accompanied by an Economic Development Statement as set out in the Local Validation Requirements.

Pagham Harbour Management Contribution Legal Agreement and Fee

As your proposal is for the creation of residential units within Pagham Harbour Buffer Zones A & B, you are required to provide a completed and signed unilateral undertaking legal agreement as part of your planning application submission together with the appropriate legal checking fee. This is a Local Validation Requirement and the purpose of this agreement is to secure the required Pagham Harbour Management contribution.

Full details of the Pagham Harbour Management Contribution, the legal template and the fee for checking the agreement can be found in the Local Validation Requirements and also on the Council's website at the following link:
<http://www.arun.gov.uk/planning-obligations>

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 **29th November 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

A handwritten signature in black ink, appearing to be 'NC' followed by a flourish and a period.

Neil Crowther
Group Head of Planning