

Mr Ben Cross
Crosslands Flower Nursery
Walberton, Nr Arundel
BN180AX

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: WA/106/21/CLP
Your Ref:
Date: 9th November 2021

Dear Mr Cross,

**Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015 - Article 39**

Lawful Development Certificate for a Proposed Use or Development

Development: Lawful development certificate for a proposed half acre extension to the south wall of existing greenhouse.
Location: Crosslands Nursery Barnham Lane Walberton BN18 0AX

Thank you for your recent application which I received on 5th November 2021. It is being validated by Nicola Moore 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 application until the following item(s) have been received or resolved :-

Location Plan

Please submit 1 electronic or 3 paper copies of a location plan at a scale of 1:1250 or 1:2500 for rural areas. Further details of what must be included on the plan can be found in the Validation Requirements List.

Block Plan

Please submit 1 electronic or 3 paper copies of a block plan at a scale of 1:500. Further details of what must be included on the plan can be found in the Validation Requirements List.

Roof Plan

Please submit 1 electronic or 3 paper copies of existing and proposed roof plan. Please refer to the Validation Requirements List for further details.

The submitted floor plans and elevations do not scale correctly, please re submit at a scale of 1:100 or 1:50. The plans should be clearly labelled existing and proposed.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <https://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 **23rd November 2021** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

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>