

Dr C Matthews
Little Box Cottage
The Green
Walberton
West Sussex
BN18 0AT

Please ask for: Mrs D Johnson
Email: daun.johnson@arun.gov.uk
Telephone: 01903 737762
Our Ref: WA/65/20/PL
Your Ref: Dr Matthews
Date: 22nd October 2020

Dear Dr Matthews,

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 upstairs of barn/garage building as occasional holiday let, use of half of one of the 3 lower bays of the garage as a workshop/office & addition of 2 wooden garage doors to the 2 open bays on the front elevation with addition of window to rear elevation (easterly bay). This application affects the character & appearance of the Walberton Green Conservation Area & may affect the setting of a listed building. This site is in CIL Zone 2 (Zero Rated) as other development.

Location: Little Box Cottage Walberton Green Walberton BN18 0AT

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following matters are resolved:-

Please provide a scale of measurement in metric for the elevations. Please provide an existing and proposed side elevation to include a scale or measurements in metric. If there is no operational development for the side elevations, please label the side elevations as existing and proposed. Please label the front and rear elevations provided already as existing and/or proposed as drawn.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <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.

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.

Please provide the above by **5th November 2020**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

If this letter has crossed with you providing the information, please ignore it.

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 www.arun.gov.uk/planning-privacy-statements

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.