

Mr R Brown
4 Norfolk Place
Littlehampton
BN17 5PD

Dear Sir/Madam,

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

Application for Planning Permission

Development: Erection of terrace of 4 No town houses with gardens and parking spaces. This application is in CIL Zone 2 and is CIL Liable as new dwellings.
Location: 2 Downview Road Yapton BN18 0HS

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:-

Biodiversity Net Gain Metric Tool

A fully completed statutory biodiversity metric calculation tool must be provided in excel and pdf format. Further details and links to the metric tool can be found in the Validation Requirements List.

Biodiversity Net Gain Information

It is a statutory requirement that supporting biodiversity information is provided and this includes the following:

The pre-development biodiversity value of onsite habitat.

A statement confirming whether any destructive or degrading activities have taken place which would impact the biodiversity value on the site.

A description of any irreplaceable habitat.

A plan showing on site habitat.

Further information on exactly what is required can be found in the Validation Requirements List and it is likely you will need to appoint a specialist to assist in providing this information.

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.

If providing additional documents or information, please email it to: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we

receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **6th March 2026**. If this information is not received by this date, I will close the file as incomplete and where a fee has been paid, will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of administering the return. Once closed, if you wish to continue 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 <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>