

Nicola Moore

From: Nicola Moore
Sent: 30 July 2019 14:15
To: Kev and Lorna
Subject: RE: Y/62/19/CLP

Dear Kevin

Thank you for your email.

I have spoken to the Team Leader for this area, and he has clarified that the information you have provided at this time is sufficient for the application to be validated. However, if the case officer does any further information, they will contact you directly.

Apologies for the confusion.

Kind Regards

Nicky.

Nicky Moore | Technical Support Assistant, Planning Department, Arun District Council | Location: First floor, Arun Civic Centre,
Maltravers Road, Littlehampton, BN17 5LF

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From: Kev and Lorna [REDACTED]
Sent: 30 July 2019 10:19
To: Nicola Moore <Nicola.Moore@arun.gov.uk>
Subject: RE: Y/62/19/CLP
Importance: High

Dear Nicky

Many thanks for the response. Unfortunately we do not have any hard copy plans, as the Annexe was already built when we bought the House as a bank repossession back in 2013. We have looked on your website and cannot find any floor and elevation plans for Y/24/09/BR. The original plans for the garage and swimming pool complex appear to be on line Y/73/08/, but these were clearly changed to a simple two bedroom layout with one bedroom upstairs and one downstairs with a bathroom and an open plan kitchen/lounge.

Can I ask why you need these drawings anyway, as I assume 99% of all requests for Airbnb are for existing buildings the same as ours and these would not have any plans either?

Alternatively I can email over some photos? Or draw a sketch if this is really needed for an Airbnb certificate of lawful use?

Many thanks
Kevin.

From: Nicola Moore [REDACTED]
Sent: 29 July 2019 16:51
To: [REDACTED]
Subject: RE: Y/62/19/CLP

Dear Mr and Mrs Ashover

Thank you for your email and the attached plans.

Please could you also provide floor and elevation plans, those used for application Y/24/09/BR would be acceptable, to show the layout of the annexe. They should be labelled proposed and existing.

Once the application has been allocated to a case officer, you should allow 6 – 8 weeks for a response.

Kind Regards

Nicky Moore

Nicky Moore | Technical Support Assistant, Planning Department, Arun District Council | Location: First floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

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From: Kev and Lorna [REDACTED]

Sent: 26 July 2019 10:43

To: Planning [REDACTED]

Subject: Ref: Y/62/19/CLP

Importance: High

Dear Neil Crowther and Nicola Moore

Many thanks for your response to our application for a certificate of Lawful use for our Annexe. Please see below responses as requested:

- Please find attached the block plan for our property and site map. The block plan shows the garage and swimming pool complex that was converted into a two bedroom annexe. The building regs reference for this was Y/24/09/BR and has been signed off by Paul Evans from building control.
- The bedrooms will not be let separately. The Annexe as a whole will be let as a family of 4 holiday accommodation.
- We are only planning to let during the summer and Easter months so no more than 4 months in total

I hope this answers all your questions. Are you able to indicate how long it will take, as we are hoping to try and get it up and running before the end of this holiday season?

Many thanks for your help.

Kind regards,

Mr and Mrs Ashover

<http://www.arun.gov.uk>

DX 57406 Littlehampton

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