

Fay Humpherson

From: Lisa Jackson [REDACTED]
Sent: 28 February 2024 15:24
To: Fay Humpherson
Subject: [EXTERNAL] Re: Planning Application Incomplete - 24/00281/PA14J
Attachments: Application Form Revised Address.pdf

This Message originated outside your organization.

Dear Fay
Many thanks for your email.

I am glad we have established the correct postcode. The error of the historical postcode seems in part to have created this issue with this application.

Whilst the Development Manager has asked for a completed form, this is NOT required by the GDPO, so therefore, for the purposes of validation you only require the Plan indicating the site. Can you please point me to the statutory regulation that requires a form? I am not aware of it. As I understand, it is simply a recent convenience that a form is supported by the planning portal.

In terms of the correct postal address. I did confirm this in writing on 19 February 2024. Whilst I still believe the application was valid when submitted (as you had a plan and a description as required by the legislation) I do accept that you only had the complete correct postal address on 19 February 2024. This would make the 56 day period expire on 15 April 2024. Please can you confirm this to me?

Whilst it is not required by the regulations I have attached a manually revised form. You may be aware that you cannot alter the address on the planning portal once it is generated.

I look forward to your response.

Kind regards,
Lisa



Lisa Jackson MA, BSc MRTPI
Jackson Planning Ltd

Sanderling, Swannaton Road
Dartmouth, DEVON TQ6 9RL



On 28 Feb 2024, at 12:10, Fay Humpherson <fhumpherson@chichester.gov.uk> wrote:

Dear Mrs Jackson

Thank you for your email regarding the validation of planning application 24/00281/PA14J, apologies for the delay with my response.

I have consulted the Councils' Geographical Information System Analyst regarding your observation that the postcode for 'Waltons Farm, Walton Lane, Bosham, Chichester, West Sussex' should be PO18 8QB, and not PO18 8ED. They have responded to me advising that you are correct, and that this historical postcode has now been updated on our records to PO18 8QB. Thank you for bringing this to our attention.

The Development Manager for Chichester District Council has been consulted regarding the issue with the incorrect site address having been detailed on the submitted application form and they have confirmed that in addition to the requirements outlined in The Town and Country Planning (General Permitted Development) (England) Order 2015, Schedule 2, Part 14, Class J, we do also need the site address on the application form to be correct.

Therefore, as the site address provided on the application form is: 'Walton Barn, Walton Lane, Bosham, Chichester, West Sussex, PO18 8QB', and this does not appear to be correct as 'Walton Barn' is a residential address of a neighbouring property. Please review and amend the completion of the application form to state the correct site address: 'Waltons Farm, Walton Lane, Bosham, Chichester, West Sussex, PO18 8ED'.

Please find attached a copy of the submitted Location Plan attached, annotated to identify the site that has been incorrectly detailed as the site address on the application form. I hope this helps to demonstrate the issue that needs to be addressed.

I can confirm that the application will be valid upon receipt of the corrected application form.

I hope this information is of assistance and that we soon be able to progress the application.

Kind regards
Fay



Fay Humpherson

Validation Officer
DM Admin & Business Support
Chichester District Council

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| <https://www.chichester.gov.uk>

East Pallant House opening hours: 9am-4pm Monday to Friday



From: Lisa Jackson [REDACTED]
Sent: 19 February 2024 17:23
To: dcplanning <dcplanning@chichester.gov.uk>
Cc: Ben Westcott [REDACTED]
Subject: [EXTERNAL] Re: Planning Application Incomplete - 24/00281/PA14J

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Dear Development Control

In response to your letter.

In terms of the address suggested as Waltons Farm, Walton Lane, Bosham, Chichester, West Sussex, PO18 8ED (This postcode relates to properties on Delling Lane) and is the NOT correct postcode, the postcode area is PO18 8QB.

See attached extract from DEFRA's MAGIC map showing the postcode area for PO18 8QB which clearly covers the site. I am struggling with the exact address point for the business from PO website.

Please see plans requested attached, however, whilst these have been provided to save time the applicant confirms that they are NOT a validation requirement for prior approval as this is not a planning application. It is therefore the case that this prior approval application was valid when submitted on 7 February 2024 as the plan submitted on that date was sufficient to identify the proposal.

Given the requirements in terms of timeframe in the regulations the Council has 56 days from 7 February to notify the applicant whether prior approval is given or refused. The decision should be made by 3 April 2024.

I look forward to confirmation that the correct deadline is 3 April 2024.

The correct list of requirements is found in the GDPO 2015 as follows (part 14 Class J - [*Class J – installation or alteration etc of solar equipment on non-domestic premises*](#)):

(2) Class J(c) development is permitted subject to the condition that before beginning the development the developer must apply to the local planning authority for a determination as to whether the prior approval of the authority will be required as to the design or external appearance of the development, in particular the impact of glare on occupiers of neighbouring land, and the following sub-paragraphs apply in relation to that application.

(3) The application must be accompanied by—

(a) a written description of the proposed development;

(b) a plan indicating the site and showing the proposed development;

(c) the developer's contact address; and

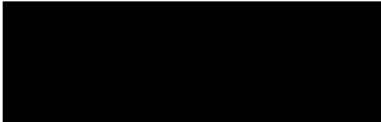
(d) the developer's email address if the developer is content to receive communications electronically; together with any fee required to be paid.

Kind regards,
Lisa

<image001.png>

Lisa Jackson MA, BSc MRTPI
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Dartmouth, DEVON TQ6 9RL



On 14 Feb 2024, at 10:15, dcplanning@chichester.gov.uk wrote:

Please see attached document

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E-mail or phone 44 (0) 1243 785166
contact@chichester.gov.uk
<ufm4_INVAPZ_-_Invalid_Application_Letter+.pdf>

<ANNOTATED THE LOCATION PLAN.pdf>