ADUR
DISTRICT COUNCIL

Civic Centre, Ham Road, Shoreham-by-Sea, West Sussex, BN43 6PR
Tel: (01273) 263222 Fax: (01273) 263203 (Calls may be recorded)
www.adur.gov.uk DX 59765 Shoreham-by-Sea
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Development Control

Spencer Bryan
Team Manager Planning Applications
Local Development Division
Customers & Communities
West Sussex County Council
The Grange
Tower Street
Chichester
West Sussex
PO19 1RL

Our reference:	ADC/0266/09
Please ask for:	Keith Morgan
Direct Line:	01273 263239
Date:	14th July 2009

Dear Sir/Madam,

Change of use from offices (Class B1a) to a one-bedroom flat and a two-bedroom maisonette (Class C3) with associated minor alterations

5 Church Street Shoreham-by-Sea West Sussex BN43 5DQ

The above planning application was received on 14th July 2009.

I have enclosed a copy of the application forms and plans for your information and observations. Should you wish to make any comments on the application, please do so within 21 days of the date of this letter.

Yours faithfully

Keith Morgan
Planning Services Manager

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TO: WEST SUSSEX COUNTY COUNCIL
SPENCER BRYAN- PLANNING APPLICATIONS MANAGER,
LOCAL DEVELOPMENT DIVISION
FROM: DEVELOPMENT CONTROL MANAGER

LOCATION: 5 Church Street, Shoreham-by-Sea, West Sussex, BN43 5DQ

APP. NO.: ADC/0266/09

EASTING: 521543 NORTHING: 105020

PROPOSAL: Change of use from offices (Class B1a) to a one-bedroom flat and a two-bedroom maisonette (Class C3) with associated minor alterations

OFFICER DEALING: Keith Morgan

DATE REGISTERED: 14th July 2009

DATE OF CONSULTATION:

EXPECTED DECISION DATE: 8th September 2009

Observations requested from Customer and Communities Directorate – Attention Spencer Bryan (Planning Applications Manager, Local Development Division)

Strategic		Public Rights of Way	
Landscape		Architecture/Design	
Ecology		Highways – Development Control	
Archaeology		Highways – Development Plans	

I am pleased to enclose details of a planning application which has been submitted in respect of the above site. I would be grateful if you could let me have any observations you may wish to make on this proposal by .

It would be helpful if you would quote reference ADC/0266/09 on any correspondence relating to this matter.

If you do need any further information, please do not hesitate to contact Keith Morgan who will be pleased to help you.

Preliminary Observations of the Case Officer, (inc reasons for re-consultation);

Signed: ……
Dated: …… Please continue overleaf, if necessary

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