Worthing Borough Council

Planning, Regeneration and Wellbeing

Contact:: Mr M Porter Tel:(01903) 221335

The Owner/Occupier
3 Chute Avenue
Worthing FILE COPY
West Sussex
BN13 3DX

Dear Sir/Madam

28th February 2011

Town and Country Planning Act 1990 (as amended by the Planning and Compensation Act 1991)

Application No:	WB/11/0124/FULL
Location:	5 Chute Avenue Worthing West Sussex
Proposals:	Proposed attached garage to north elevation.

I have received an application for planning permission for the proposal described above. The application can be inspected at our offices at Portland House, Richmond Road, Worthing, between 9.00 a.m. and 5.00 p.m. Monday to Thursday and 9.00 a.m. to 4.00 p.m. on Friday.

If you wish to submit any representations, would you please write to me by 21st March 2011. Your comments will then be carefully considered and taken into account before the application is determined. If you do comment, I will advise you of our decision soon after it has been made. Any representations you make may be inspected by the applicant and members of the public.

If the application is a householder application, then your comments will be sent to the Planning Inspectorate for consideration if the application is refused and an appeal lodged. You would not normally be given the opportunity to make further representations on a householder appeal. You may, however, request that your comments be withdrawn before the appeal is considered by the Inspectorate but this request should be made in writing to the Planning Inspectorate giving the appropriate references.

If you do not own the property you occupy, would you please notify the owner of this application.
Would you please also quote the application number in any correspondence.

Finally, if you do need any advice or assistance in relation to this application, please contact Mr M Porter on (01903) 221335.

Yours faithfully

P. Pennicott

Paul Pennicott
Development Control Manager

NOTES

- **Inspection of Planning Applications**

  If you wish to inspect a current planning application and are unable to do so during normal office hours, special arrangements can be made for the application and plans to be inspected in the Reference Section of Worthing Central Library. The Library is open Monday - Friday 9.00 am - 7.30 pm and 9.00 am - 5.00 pm on Saturdays. To make arrangements to inspect an application at the Library please telephone Planning Services (01903 221416).

- **Can I Comment?**

  Anybody has the right to object to or support any current application. Comments should be restricted to 'Planning matters', as other considerations cannot be taken into account when determining an application. 'Planning matters' relate to the effects the proposed building or use of land may have on the environment and neighbouring occupiers. Planning Services has produced a leaflet entitled 'Can I Comment', in order to help you make representations about a planning application. You can obtain a copy of this leaflet from our website or by calling us on 01903 221416.

- **Can I Respond Electronically?**

  Yes, you can make representations by email to planning@worthing.gov.uk (however, if you choose this method please include your postal address) or you can use our on-line Public Access service, which allows you to monitor the progress of an application and submit comments. To access this service go to our website www.worthing.gov.uk/planning.

- **Response to Letters of Representation**

  Unfortunately, because of the volume of letters received in response to planning applications, it is not possible to acknowledge letters or to provide a detailed reply to individual comments. However, all representations will be considered carefully and you will be notified of the Council's decision at the earliest opportunity.

- **Who Decides a Planning Application**

  Most planning applications are decided by the Assistant Director (Planning Services) under powers delegated to him by the Development Control Committee. The larger or more contentious applications are usually dealt with by the Development Control Committee, which meets every three weeks.

- **Can I Speak at Committee Meetings?**

  Yes, the public now has the opportunity to speak at Development Control Committee meetings. This only relates to those applications determined by the Committee and will be restricted to 3 speakers for and 3 against the recommendation (maximum 2 minutes per speaker). Further information about our arrangements for public speaking can be obtained from our website.

Visit Our Website www.worthing.gov.uk/planning for further information.