



**Horsham
District
Council**

Mr Jake McLewee
Architecture by Jake
Unit O
Cobblestone Walk
74 High Street
Steyping
West Sussex
BN44 3RD

Our ref: DC/26/0846
Your ref: Lough
Email: planning@horsham.gov.uk
Direct Line: 01403 215066
Please ask for: Sam Nye
Date: 11th June 2026

Dear Sir/Madam,

**TOWN & COUNTRY PLANNING ACT 1990 (as Amended)
TOWN & COUNTRY PLANNING (Development Management Procedure) (England) Order 2015**

Erection of a two storey rear extension and alterations to fenestration.

8 Church Street Steyping West Sussex BN44 3YB

Your application was validated on 09/06/2026 and will be available for public inspection as well as posted on the Council's web site. The description of your application may have been amended, please contact the Case Officer dealing with your application (indicated at the top of this letter) as soon as possible if you have any objections to this.

If by eight weeks (or 13 weeks for major applications) from the date of receipt this authority has not given you notice of their decision, and you have not agreed with them in writing that the period within which their decision shall be given may be extended, then you may appeal to the Secretary of State for the Environment in accordance with of the Town and Country Act 1990, by notice sent within six months from that date (unless the application has already been referred by this authority). Appeals must be made on a form which is available from the Planning Inspectorate at Temple Quay House, 2, The Square, Temple Quay, Bristol, BS1 6PN.

If a site notice is statutorily required to be erected on site, it is the case officer's responsibility to place it in a prominent position on the forward most part of the property, advertising the fact that you have submitted a planning application to this authority.

The application may be decided by a Committee of Councillors or by officers under delegated powers, the criteria for this are set out in the Scheme of Delegation which can be found at <https://www.horsham.gov.uk/planning/planning-applications/how-is-a-planning-application-determined>. In either instance all comments received by the Council will be very carefully considered before a decision is made.

Under the terms of the Local Government (Access to Information) Act 1985, any correspondence received regarding the application may be available for public inspection and copied by interested parties. In the event of an appeal being lodged with the Planning Inspectorate against the decision, any representations received will be forwarded to the Planning Inspectorate and the appellant.

You are advised that should your application be successful it will not constitute an approval under the Building Regulations. You should ensure that a Building Control application is not required, or has been submitted. Please see <https://www.horsham.gov.uk/building-control/do-i-need-building-regulations-approval> for more information.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Emma Parkes', with a stylized, flowing script.

Emma Parkes
Head of Development and Building Control