

Your ref:		Please reply to:	Rayhan Ali
Our ref:	21/02625/FULL	Tel No:	07866033247
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mr Kevin Kendal Earl Kendrick 2 London Road Tetbury Gloucestershire GL8 8JL		Incomplete Applications Development Planning City of Westminster PO Box 732 Redhill, RH1 9FL	
		23 April 2021	

Dear Sir / Madam

TOWN AND COUNTRY PLANNING ACT 1990
PLANNING (LISTED BUILDINGS & CONSERVATION AREAS) ACT 1990

Address: Bray House, Duke Of York Street, London, SW1Y 6JX,

Proposal: Installation of automatic smoke vent system at roof level, including removal of external fire escape. Removal of exit doors and replacement with windows.

Thank you for your application received on 21 April 2021. I am writing to inform you that your application is incomplete for the following reason(s):

- 1 The correct fee has not been submitted with this application and an amount of £462.00 is outstanding.

Payment can be made online at <https://payments.immotoweb.com/WC/NReg/QuickPay.aspx> or by phone by calling 020 7641 6500. Alternatively, please send a cheque made payable to Westminster City Council to the address given above and clearly marked 'Planning Application Fees'.

If paying by BACS, see <https://www.westminster.gov.uk/planning-application-fees> for BACS information. Once paid please forward details (ie amount paid, date paid, narrative/ref) to planningreception@westminster.gov.uk in order for us to be able to validate your application.

Please note, payments for applications submitted via planning portal should be made to them direct. Westminster can not accept payments directly for these.

2 Please submit a detailed acoustic report.

The report is to include the following information:

- * The location of the nearest sensitive premises that may be affected by noise from the proposed plant or activity. Sensitive use in this context includes residential, hospitals, hotels, hostels, educational establishments, concert halls, theatres, but is not exhaustively limited to these use types. Indicate the distance of the window(s) from the source in metres.

- * The proposed operational hours of the plant/activity, plant type, number and locations.

- * The measured Ambient noise level (L_{aeq}) for the 16 hours daytime and 8 hours night time (If plant to operate at night) to assess which planning condition applies.

- * The representative lowest background noise level assessment (LA₉₀ 15 minutes) over the proposed hours of operation including the time, date and weather conditions, instrumentation and calibration, noise sampling locations and a copy of the noise survey data, (Graphical & numerical).

- * Manufacturers Specifications of plant and/or proposed noise levels of internal activity in Octave or 1/3 octave band format.

- * Calculations for the predicted noise level 1 metre from the window of the nearest sensitive property including distance, directionality and screening effects.

- * You will need to demonstrate that the predicted noise level outside the most affected window will comply with the limits stated in our standard conditions. As a guideline these limits are normally 10dB below the lowest background LA₉₀ (15mins). However you will need to refer to policy ENV 7 in the Unitary Development Plan, which may require correction penalties for tonality or intermittency.

- * Include any proposed attenuation measures and details of noise reductions achieved.

Additionally, it is recommended that reference be made to BS 8233:2014, which contains guidance for commercial design criteria.

You may wish to contact Environmental Health directly (Tel 020 7641 2000) to discuss technical issues relating to the submission of an acoustic report.

Please forward this information to the above email address by **21 May 2021**. Please do not forward the requested information separately, as your application will only be progressed when ALL requested information has been received. Please send revised/new information to the email address, not via the planning portal.

The description of development may have been changed to better reflect the proposed works, if you do not agree that this accurately reflects your proposals, please provide an amended description of development when you respond to the above.

If we do not receive this information within four weeks of this notification we shall take no further action on your application. If you require longer than four weeks to submit the revised information, please contact us.

If you'd like to make a payment, please call: 020 7641 6500, or for general enquiries call: 07890380503. **Please note, for queries relating to this case, please refer to the officer dealing with your case: details at top of the letter.**

Yours faithfully

Rayhan Ali

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Note - Please read our Privacy Notice online <https://www.westminster.gov.uk/privacy-notice-planning>