



Your ref:	9 Craven Road W2 3BP - Shopfr...	<b>Please reply to:</b>	Rayhan Ali
Our ref:	24/00700/FULL	Tel No:	07866033247
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mr Ivan Chonkov ADP LONDON 8-10 Silver Street Enfield EN1 3ED		<b>Incomplete Applications</b> Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL	
		8 February 2024	

Dear Sir / Madam

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

**Address: 9 Craven Road, London, W2 3BP,**

**Proposal: Alterations to the Existing Shopfront and replacement of front pavement tiles. Replacement of extraction flue at rear, including proposed retractable awning. Internal alterations including the removal and addition of partitions. Removal of internal staircase and other associated works. (Retrospective, Linked with 24/00701/LBC)**

Thank you for your application received on 3 February 2024. I am writing to inform you that your application is incomplete for the following reason(s):

- 1 As the site is located within a flood risk zone and/or is within a surface water flood risk hotspot; please provide a flood risk assessment identifying and assessing the risks of all forms of flooding to and from the development and demonstrating how these flood risks will be managed, taking climate change into account. The assessment should also identify opportunities to reduce the probability and consequences of flooding.

#### INFORMATIVE

For both residential extensions and non-residential extensions of less than 250 square metres in Flood Risk Zones 2 and 3, a simple flood risk assessment following the advice at the following link can be submitted: [www.gov.uk/guidance/flood-risk-assessment-standing-advice#advice-for-minor-extensions](http://www.gov.uk/guidance/flood-risk-assessment-standing-advice#advice-for-minor-extensions).

The flood risk assessment should form part of an Environmental Statement when one is required.

2 Please submit a detailed noise impact assessment.

The assessment is to include the following information:

\* The location of the nearest noise sensitive receptors and tranquil open spaces that may be affected by noise from the proposed plant or activity. Sensitive use includes residential use, educational establishments, hospitals, hotels, hostels, concert halls, theatres, law courts, and broadcasting and recording studios, but is not exhaustively limited to these use types. Indicate the distance of the window(s) and/or tranquil open space from the source in metres.

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

\* The measured Ambient noise level (LAeq) for the 16 hours daytime and 8 hours night time (If plant to operate at night) to assess which planning condition applies (see Standard Planning Conditions on our website: [www.westminster.gov.uk/planning-building-and-environmental-regulations/find-appeal-or-comment-planning-application/decisions-your-planning-application/standard-conditions-and-informatives](http://www.westminster.gov.uk/planning-building-and-environmental-regulations/find-appeal-or-comment-planning-application/decisions-your-planning-application/standard-conditions-and-informatives)).

\* 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 33 in the City Plan 2019-2040 and the guidance in the draft Environmental Supplementary Planning Guidance, 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 a noise impact assessment.

3 Please serve a notice to Westminster Highways team for the works to the front public highways (replacing tiles) Please amend the certificate B

- 4 \*Please collate all requested information in a single submission and send to [planningreception@westminster.gov.uk](mailto:planningreception@westminster.gov.uk). Sending your documents individually will not speed up the process. Please do not upload to the planning portal as this causes duplication and may delay the processing of your application. Thank you.\*

Please forward this information to the above email address by **7 March 2024**. 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 020 7641 6000. **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>

