

Shear Design
2 Saffron Close
Saffron Close
Shoreham by Sea
BN43 6JF

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
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website: www.arun.gov.uk/planning

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: CM/52/21/DOC
Your Ref:
Date: 8th September 2021

Dear Mr Shear,

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015

Approval of matters reserved by condition

Development: Convert existing on site storage to picnic area with fast food Cafe. This application may affect the setting of a Listed Building. This application is in CIL Zone 5 (Zero Rated) as other development. Application Ref: CM/16/21/PL Conditions(s) 6 The drainage serving the kitchen(s) at the commercial hot food business shall be fitted with a grease trap / separator of a proportionate capacity to effectively contain grease residue arising from the estimated numbers of hot meals served and waste water flow rate. The applicant shall provide the Local Planning Authority with details of their proposed grease trap / separator in order to demonstrate design and installation will be in compliance with BS EN 1825-1:2004 and BS EN 1825-2:2002 (Current Status: 'Under Review') or other effective means of grease removal. The approved details shall be retained in perpetuity.
Reason: To protect the amenity of local residents in accordance with Policy QE SP1 of the Arun Local Plan.
7 The use hereby permitted shall not be carried on unless and until details of a suitable system for the extraction of cooking odours (including details of the extract fan units, filters, extraction hoods and ducting together with method of noise abatement) has been submitted to and approved in writing by the Local Planning Authority. The equipment approved shall be installed by a competent engineer before the use permitted commences and thereafter shall be maintained in accordance with the manufacturer's instructions. The extraction system shall be in accordance with 'EMAQ -Control of Odour and Noise from Commercial Kitchen Exhaust Systems - 2018'.
8 Prior to the occupation of the structure hereby approved, full details of the boundary treatments to the southern and western boundary shall be submitted to and approved in writing by the Local Planning Authority. The structure shall not be occupied until such details have been

approved.

The approved details shall be installed within one month of first occupation and permanently maintained.

Location: Bairds Farm Shop, Garden Centre Crookthorn Lane Climping BN17 5SN

Thank you for your recent application which I received on 2nd September 2021. It is being validated by Nicola Moore who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a valid application until the following item(s) have been received or resolved :-

No fee accompanied your application. I suggest that the required fee is £116.00 and would be grateful if you would either make payment on line at

<https://www1.arun.gov.uk/external/PaymentOnline.ofml>

or forward a cheque made payable to Arun District Council as soon as possible. Please note we cannot accept cash.

The application form submitted is incorrect. Please submit an Application for approval of matters reserved by condition clearly listing the conditions to be discharged.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <https://www.arun.gov.uk/making-a-planning-application>

If you are unable to access the website, please contact this office so a copy can be sent to you.

Please provide the above by **22nd September 2021** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website <https://www.arun.gov.uk/privacy-policy/>

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.

To register to receive notification of planning applications in your area, please go to
<https://www1.arun.gov.uk/planning-application-finder>