YOUR M&S

Marks and Spencer plc
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PLANNING DIVISION
PLAN No. AD0335/09
DATE RECEIVED 23 SEP 2009

Head of Planning
Adur District Council
Civic Centre
Ham Road
SHOREHAM-BY-SEA
West Sussex
BN43 6PR

Your Ref:
Our Ref:

Date: 15 August 2009

Dear Sir or Madam,

**FULL PLANNING APPLICATION FOR THE ERECTION OF A TEMPORARY MARQUEE FROM 31 OCTOBER TO 31 JANUARY, EACH YEAR AT MARKS AND SPENCER, HOLMBUSH CENTRE, SHOREHAM-BY-SEA, WEST SUSSEX.**

Marks and Spencer plc is applying to your Council of planning permission to erect a temporary marquee between 31 October and 31 January, each year, within the grounds of the store at the above address, for additional storage over the Christmas period.

The application comprises the following:

- 3No. copies of the planning application forms and signed certificates;
- 3No. copies of the Design and Access Statement;
- 3No. copies of Drawings (Reference 1 – 3) including 1:1250 Site Location Plan; and
- Cheque to the amount of £335 made payable to 'Adur District Council'.

**Planning History**

Adur District Council approved an application (ref: ADC/0328/06) for the temporary erection of a marquee over the Christmas period, during the dates of 31 October to 31 January from 2006 to 2009.

**Proposal**

This application seeks permission for the erection of a temporary marquee for storage over the Christmas trading period, on an annual basis. The marquee is a modest size (12m x 12m) with a maximum height of 5.4 metres, providing 144 square metres of floor space.

The marquee would result in the loss of 4 public car parking spaces i.e. the customer collection bay and 3 staff parking spaces. As the loss would only be temporary and not a significant percentage of the total number of spaces for the shopping centre, we feel that there would not be an adverse impact on the residential amenity of other properties in neighbouring streets or on the parking levels of the shopping centre.

The visual impact of the proposed marquee would be limited due to its location on the north-west side of the shopping centre, which faces onto the A27, though cannot be viewed from there.

The Design and Access Statement and accompanying plans explain the scale, appearance and location of the proposal. By virtue of its scale and the temporary nature of the structure, for 3 months of the year, it is considered that the impact will be minimal on the existing store and its surroundings.

The marquee is required to increase the storage capacity at our store over the Christmas peak trading period, as at this time we experience very high demand for goods and therefore turn over a higher level of stock, than at other times of the year. By incorporating extra storage at this time of year, it reduces the prospects of the store running out of stock, leading to disappointed customers, who may then be forced to make another trip with the undesirable attendant time, cost and travel implications at this busy time of year.

As Marks and Spencer is a key retailer in Shoreham, the temporary facility is required operationally to meet our customer expectations and in turn contribute to enhancing the vitality and viability of the town itself, particularly in these difficult times.

We trust that you have sufficient information progress the application, but if you require any further information, then please do not hesitate to contact me.

Yours faithfully

[redacted]

**Andrea MacGregor**
**Marks and Spencer Plc**

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