

Your ref:
Our ref: 21/00526/F
Please ask for: Miss Sandra Homcenko
Direct dial: 01553 616824
Direct fax: 01553 616652
E-mail: borough.planning@west-norfolk.gov.uk

Mr and Mrs W A Sutherland
c/o John Goodge
Mr John Goodge
14 Lynn Road
Littleport
Ely
CB6 1QG

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

15 April 2021

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **Proposed extension to the rear of an existing dwelling at 11 Wilson Drive East Winch King's Lynn Norfolk PE32 1NX**

I have received a planning application as detailed above but cannot process it until I receive some more information:

1. In accordance with the National Validation Checklist, which became mandatory on 6 May 2008, we will require information regarding site levels. If site levels are to change, please provide four copies of a site survey drawing, alternatively, if site levels are to remain unchanged, this can be annotated on the relevant plan or advised in writing.
2. Please provide Proposed Block plan including proposed roof lights to a scale of either 1:50 or 1:100.
3. It appears that in addition to proposed rear extension there are some internal alterations as well, please confirm in writing if you wish to agree to change the proposal to: Proposed Extension to the rear and internal alterations to a dwelling?

Once this information is received your application will become valid and the application can be passed to the relevant planning officer.

To enable us to deal with the additional information requested efficiently could you please ensure you quote the Application Number detailed at the top of this letter along with the name of the officer detailed on this letter. Could you also clearly state the location and details of the proposed development in all correspondence and **mark it for the attention of Miss Sandra Homcenko**

Yours faithfully



Executive Director

King's Court, Chapel Street, King's Lynn, Norfolk PE30 1EX
Tel: (01553) 616200
DX 57825 KING'S LYNN

Chief Executive – Lorraine Gore

