

Your ref:  
Our ref: 21/01202/F  
Please ask for: Mrs Lesley Raby  
Direct dial: 01553 616818  
Direct fax: 01553 616652  
E-mail: borough.planning@west-norfolk.gov.uk

Mr David Edwards  
Regis Place  
North Lynn Industrial Estate  
King's Lynn  
PE30 2JN

**Geoff Hall**  
Executive Director

**Stuart Ashworth**  
Assistant Director Environment and Planning

15 June 2021

Dear Sir or Madam

### **TOWN AND COUNTRY PLANNING ACT 1990**

Details: **Installation of a scooter storage shed with internal charging point. at 7 Wellington House Glebe Road Downham Market Norfolk PE38 9QN**

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

1. Provide a plan drawn to scale e.g. 1:50 showing all the elevations of the scooter shed including a floor plan and a roof plan.

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 Mrs Lesley Raby**

Yours faithfully



Executive Director  
Environment and Planning

