

Your ref:
Our ref: 21/02431/F
Please ask for: Mrs Joanne Rahman
Direct dial: 01553 616233
Direct fax: 01553 616652
E-mail: borough.planning@west-norfolk.gov.uk

Mr & Mrs Medhurst
c/o RTK Stamford
Tim Grice
20 Belton Street
Stamford
Stamford
PE9 2EF
United Kingdom

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

21 December 2021

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **The partial demolition of an existing dwelling house and the construction of a new private dwelling at High Barn Burnham Road Stanhoe Norfolk PE31 8QD**

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

1. The Community Infrastructure Levy was adopted by the Council on 19 January 2017 and came into force on Wednesday 15 February 2017.

Therefore, you will need to complete the CIL Additional Information Requirement Form 1. You will need to include the applicant's details as the applicant will need to be contacted as the liable party.

The form and guidance notes are available on the Council's website at www.west-norfolk.gov.uk/CIL

Any questions, please contact our CIL Officer, Amanda Driver 01553 616443.

2. Although you may have answered NO to the question on the application form which asks whether the proposed use would be particularly vulnerable to the presence of contamination, you are required to complete and submit the Screening Assessment Form, which can be found on the Council's website at www.west-norfolk.gov.uk. Please click on the following to reach the Questionnaire.

https://www.west-norfolk.gov.uk/info/20138/contaminated_land/204/planning_applications_on_contaminated_land

3. Please submit a proposed roof plan, this should be done to a scale of 1:50 or 1:100.

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

Chief Executive – Lorraine Gore

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 Joanne Rahman**

Yours faithfully

A handwritten signature in black ink, appearing to read 'G. Khan', with a stylized flourish at the end.

Executive Director
Environment and Planning

