

Your ref:
Our ref: 22/00159/F
Please ask for: Mrs Rebecca Bush
Direct dial: 01553 616825
E-mail: borough.planning@west-norfolk.gov.uk

Lukasz Kazmierczak
c/o Architect-4U Ltd
Adrianna Tyrek
Felaw Maltings
44 Felaw Street
Ipswich
IP2 8SJ

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

2 February 2022

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **Side single storey extension and remodeling of the external elevations, render instead of brick at Silver Crest March Road Welney Norfolk PE14 9SE**

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

1. Please can you change the location plan by drawing a red line around the immediate curtilage of the dwelling and a blue line around the rest of the land owned by your client.
2. 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.
3. Please confirm, in writing, that finished floor levels will match existing finished floor levels.
4. As the property lies within an area at risk to flooding, please complete the simplified Matrix and return it. The Matrix can be found at https://www.west-norfolk.gov.uk/info/20173/information_for_planning_agents/231/flood_risk_information

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 Rebecca Bush**

Yours faithfully

King's Court, Chapel Street, King's Lynn, Norfolk PE30 1EX
Tel: (01553) 616200
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Chief Executive – Lorraine Gore



Executive Director
Environment and Planning

