

**From:** [Borough Planning](#)  
**To:** ["Andy Derrick"](#)  
**Subject:** RE: Additional information required for 22/00977/F  
**Date:** 26 July 2022 12:03:34

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Good morning

Many thanks for your amended plans, I can confirm that plans and completed SFRA are sufficient.

Unfortunately, Landmark Envirosearch report identifies flood zones but lacks information on nature of the development, the site and flood mitigation.

FRA should include: Site location and description of the proposal, Flood Risk Vulnerability, Site Specific Flood Risk, Flood Risk Mitigation and Conclusion. You can view an example by searching 22/01069/O on view and track application on [www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk) website to pinch ideas from there, alternatively guidance on preparing FRA is available on GOV.UK :

[Flood risk assessments if you're applying for planning permission - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/flood-risk-assessments-if-youre-applying-for-planning-permission)

I hope this helps.

Kind Regards,

Sandra Homcenko MSc, BA (Hons) Technical Support Officer  
Borough Council of King's Lynn and West Norfolk  
E: [borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)  
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**From:** Andy Derrick <[andy.derrick13@gmail.com](mailto:andy.derrick13@gmail.com)>  
**Sent:** 23 July 2022 14:47  
**To:** Borough Planning <[borough.planning@West-Norfolk.gov.uk](mailto:borough.planning@West-Norfolk.gov.uk)>  
**Subject:** Re: Additional information required for 22/00977/F

Hi Sandra, thanks again for responding so quickly.

I've attached a couple of versions of site/block plans etc, I do hope that these are now ok?

With regards to the flood risk assessment, are you saying I can just rename the environmental search document to 'Flood Risk Assessment'? Also, are you asking me to complete the SFRA form or does this need completing and signing by a surveyor? I have done both of these, please see attached.

I'm a little confused as to why the Landmark Envirosearch survey isn't adequate, considering this was used to purchase the property and no mortgage would be agreed without it. So as I say, I'm

confused as to why the mortgage lender and insurance company are fine with this document, but the planning department are not.

If you could clarify on the flood risk part I'll then reply accordingly. More than happy to go over this last part over the phone if it would be easier? 07983001662

Thanks in advance,  
Andrew Derrick  
07983001662

On Fri, 22 Jul 2022 at 14:36, Borough Planning <[borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)> wrote:

Good afternoon

Thank you for your email and forwarded plans, I have checked with the Planning officer whether we could accept plans in the way you sent it to us but unfortunately they will require further amendments.

Please find attached example sketch showing what we are looking for, red line outlining the site in question and a blue line edging other land in applicant's ownership. Please note that location plan should show all boundaries of your holding, you can extend your plan to 1:2500 or 1:5000. Similarly, please amend the Block plan

We will require document titled as Floor Risk Assessment together with SFRA form, attached to this email.

To confirm, Habitat Mitigation Fee is an additional £185.93 on top of the outstanding fee of £256.00

Regards

Sandra Homcenko MSc, BA (Hons) Technical Support Officer  
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**From:** Andy Derrick <[andy.derrick13@gmail.com](mailto:andy.derrick13@gmail.com)>  
**Sent:** 21 July 2022 14:15  
**To:** Borough Planning <[borough.planning@West-Norfolk.gov.uk](mailto:borough.planning@West-Norfolk.gov.uk)>  
**Subject:** Re: Additional information required for 22/00977/F

Hi Sandra, please see below comments in Red and new attached files.

Rgds

Andrew Derrick  
07983 001662

On Tue, 19 Jul 2022 at 16:01, Borough Planning <[borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)> wrote:

Good afternoon Andy

Many thanks for forwarding the additional information.

We have received two location plans (Title plan and Land Registry) with two different red lines, please amend your Location plan and a Block plan. The location plan should be to scale of either 1:1250 or 1:2500 edging the site in question in red and any other adjoining land in applicant's ownership in blue. Unfortunately Block plan to scale of 1:400 is not acceptable, block should be to scale of either 1:200 or 1:500 and show proposed works "from birds eye view" and have red lines around the development site. You can purchase these plans online at [www.planningportal.co.uk](http://www.planningportal.co.uk) - Attached

It appears that the Floor plan was missing from the attached, please supply drawing to scale of either 1:50 or 1:100. - Attached

Your title states that the mobile home would comply with the definition of a Caravan Act, please confirm whether you used the following description to define mobile home as below:

***Section 13 of the 1968 Act provides:***

*1) is composed of not more than two sections separately constructed and designed to be assembled on a site by means of bolts, claps and*

*other devices*

*2) is, when assembled, physically capable of being moved by road from one place to another*

*3) length 20 metres*

*4) width 6.8 metres*

*5) overall height of living accommodation (measured internally from the floor to the lowest level to the ceiling at the highest level) -3.05 metres - **Yes I can confirm that the above description was used to define the dimensions and designs of the proposed unit***

Further, please confirm if you would agree to amend the description to: "Stationing a

mobile home to be used as an annexe by family members as an integral part of the overall use of the house as a single dwelling" - *Yes, confirmed that this description amendment is fine*

There are few outstanding items, please provide Flood Risk Assessment Report along with Simplified Matrix as per points 3 and 5 of my letter; confirmation of site levels as per point 7

Page 3 and pages 17>22 in the attached "Landmark Envirosearch Residential" report have all the details on Flood risk. this was a report only recently written, when the property was purchased (Report date 19/01/22)

as well as Habitat Mitigation Fee, as per point 2. **Is this the outstanding £256?**

I am looking forward to hearing from you soon

Kind Regards

Sandra Homcenko MSc, BA (Hons) Technical Support Officer  
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**From:** Andy Derrick <[andy.derrick13@gmail.com](mailto:andy.derrick13@gmail.com)>  
**Sent:** 18 July 2022 15:14  
**To:** Borough Planning <[borough.planning@West-Norfolk.gov.uk](mailto:borough.planning@West-Norfolk.gov.uk)>  
**Subject:** Re: Additional information required for 22/00977/F

Hi Sandra, thanks for the swift response. I'll have to send them over on multiple emails as all of them as a total is too big to send in one email.

Thanks

Andy.

On Mon, 18 Jul 2022 at 14:42, Borough Planning <[borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)> wrote:

Good afternoon

Many thanks for your email, unfortunately we cannot download Google files onto our system, please attach PDF files to your response.

Please find details for BACS payment below:

**BCKLWN Direct Credits: 20-17-68 and 00148342**

I am looking forward to hearing from you soon.

Kind Regards

Sandra Homcenko MSc, BA (Hons) Technical Support Officer

Borough Council of King`s Lynn and West Norfolk

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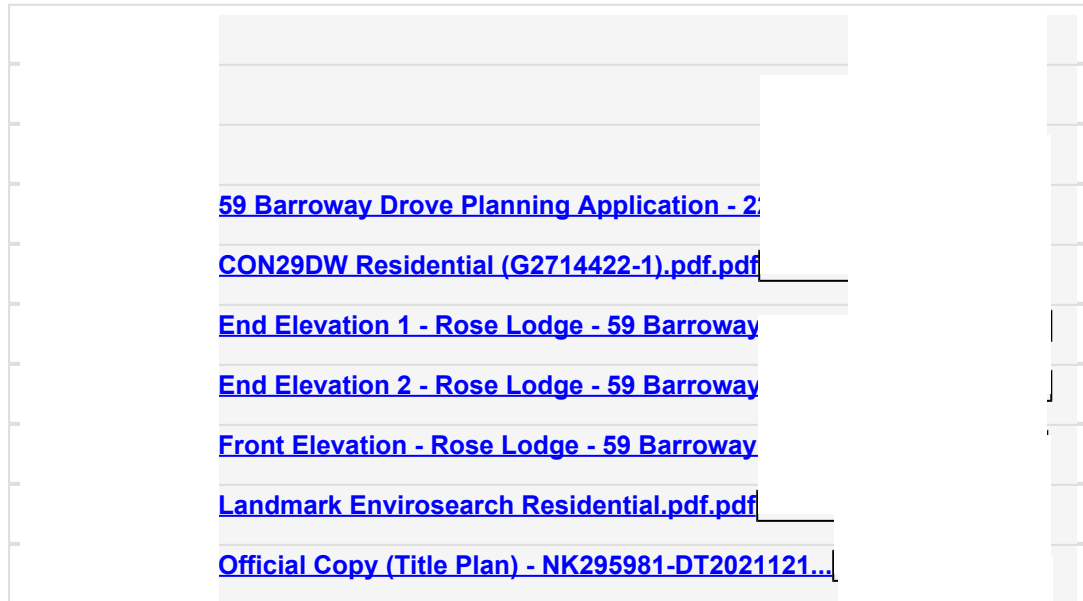
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**From:** Andy Derrick <[andy.derrick13@gmail.com](mailto:andy.derrick13@gmail.com)>

**Sent:** 16 July 2022 11:46

**To:** Borough Planning <[borough.planning@West-Norfolk.gov.uk](mailto:borough.planning@West-Norfolk.gov.uk)>

**Subject:** Re: Additional information required for 22/00977/F



Good Morning, please find attached the google drive links for completed form and drawings in PDF as requested on a previous email.

If you could let me know if this is all correct and all that you need, I'll then get the client to make the additional £256.00 payment via BACS.

Thanks in advance,

Andy Derrick.

07983 001662

On Fri, 24 Jun 2022 at 13:07, Borough Planning <[borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)> wrote:

Good afternoon

I hope this email finds you well, further to my invalid letter dated 24<sup>th</sup> June 2022 please find attached application form that is relevant to your development, please fill and return to [borough.planning@west-noroflk.gov.uk](mailto:borough.planning@west-noroflk.gov.uk)

I am looking froward to hearing from you soon

Kind Regards

Sandra Homcenko MSc, BA (Hons) Technical Support Officer

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