

From: [REDACTED]  
To: [PScan1](#)  
Subject: Email confirming site levels remain unchanged 22/00977/F  
Date: 04 August 2022 09:08:42

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From: Andy Derrick <[andy.derrick13@gmail.com](mailto:andy.derrick13@gmail.com)>  
Sent: 03 August 2022 09:30  
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 Sandra,

I can confirm that the site levels will not be changing.

Hope to hear from you soon (how long does approval take from this stage?)

Andy  
[REDACTED]

On Wed, 3 Aug 2022 at 09:00, Borough Planning <[borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)> wrote:

Good morning Andy

Thank you for an update, I can confirm that we received payment successfully. As a part of validation process, we need to know whether site levels will remain unchanged. If site levels will be changing, we will require a confirmation of the existing site levels and proposed site levels in writing.

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  
E: [borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)  
T: 01553 616824

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From: Andy Derrick <[andy.derrick13@gmail.com](mailto:andy.derrick13@gmail.com)>  
Sent: 02 August 2022 10:04  
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,

Payment [REDACTED] as been made online, transaction ID - 273-59704.

For the site levels, is this something you are waiting for from me?

Thanks

Andy.

On Tue, 2 Aug 2022 at 09:12, Borough Planning <[borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)> wrote:

Morning Andrew

I await confirmation of site levels along with payment [REDACTED] for planning application.

You can make a payment via telephone by using your Credit or Debit Card on the number below.

By BACS on th [REDACTED]

Or via website on <https://ip.e-paycapita.com/AIP/itemSelectionPage.do?link=showItemSelectionPage&siteId=273&languageCode=EN&source=AIP&fc=MISC>

Please quote your Planning Reference number upon your payment.

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: 01 August 2022 11:53  
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,

Is item 7 just about the outstanding payment [REDACTED]

How can I pay this? I have the clients card details and authorisation to go ahead.

Thanks  
Andy



On Mon, 1 Aug 2022 at 10:48, Borough Planning <[borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)> wrote:

Good morning Andrew

Thank you for forwarding Flood Risk Assessment I can confirm it is sufficient, to confirm we are still pending to receive more information on item 7 with an outstanding payment for Planning Permission and Habitats Mitigation.

Thank you

Sandra Homcenko MSc, BA (Hons) Technical Support Officer  
Borough Council of King's Lynn and West Norfolk  
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From: Andy Derrick <[andy.derrick13@gmail.com](mailto:andy.derrick13@gmail.com)>  
Sent: 31 July 2022 10:40  
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 Sarah,

Please see attached completed Flood Risk Assessment for this application.

Thanks

Andy Derrick



On Tue, 26 Jul 2022 at 12:04, Borough Planning <[borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)> wrote:

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](http://GOV.UK) :

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

I hope this helps.

Kind Regards,

Sandra Homcenko MSc, BA (Hons) Technical Support Officer  
Borough Council of King's Lynn and West Norfolk  
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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? [REDACTED]

Thanks in advance,  
Andrew Derrick  
[REDACTED]

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 addition [REDACTED] on top of the outstanding fee [REDACTED]

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: 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 confirmed 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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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

<a href="#">59 Barroway Drove Planning Application - 22-009...</a>
<a href="#">CON29DW Residential (G2714422-1).pdf.pdf</a>
<a href="#">End Elevation 1 - Rose Lodge - 59 Barroway Drov...</a>
<a href="#">End Elevation 2 - Rose Lodge - 59 Barroway Drov...</a>
<a href="#">Front Elevation - Rose Lodge - 59 Barroway Drov...</a>
<a href="#">Landmark Envirosearch Residential.pdf.pdf</a>
<a href="#">Official Copy (Title Plan) - NK295981-DT2021121...</a>

Good Morning, please find attached 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-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)

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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