

Your ref:  
Our ref: 22/01711/F  
Please ask for: Luke Swales  
Direct dial: 01553 616865  
E-mail: borough.planning@west-norfolk.gov.uk

Mr Chesney Phelps  
c/o In House Design  
Mr Robert Beetenson  
The Ashes  
Elsing Road  
Lyng  
NR9 5RR

**Geoff Hall**  
Executive Director

**Stuart Ashworth**  
Assistant Director Environment and Planning

13 October 2022

Dear Sir or Madam

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

Details: **Demolition of existing west projection of property and rebuild with new construction on the same footprint. at East View Farm 20 Church Road Clenchwarton King's Lynn Norfolk**

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

1. It appears that no site plan has been submitted with the proposal. As part of the national validation checklist for planning applications, a site plan showing the proposed works and the boundary of the property to a scale of 1:200 or 1:500 is required. Please provide this drawing and resubmit.
2. As part of the local planning validation checklist of King's Lynn and West Norfolk, a simplified flood risk matrix is required for properties that lie within areas susceptible to flooding. As the proposal falls within one of these areas, please provide a simplified flood risk matrix form. The form can be found by following this link: [https://www.west-norfolk.gov.uk/download/downloads/id/5811/sfra\\_proforma\\_-\\_householder.pdf](https://www.west-norfolk.gov.uk/download/downloads/id/5811/sfra_proforma_-_householder.pdf). Please mark the following on the form: Tidal Breach (written as Fluvial/tidal/sea flooding/other), Surface Water, Flood Zone 2 and Flood Zone 3A. More information on flooding and the BCKLWN Flood Maps can be found at: Flood risk assessment - Level 1 | Flood risk assessment - Level 1 | Borough Council of King's Lynn & West Norfolk (west-norfolk.gov.uk)
3. 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.


Once this information is received your application will become valid and the application can be passed to the relevant planning officer.

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

*Chief Executive – Lorraine Gore*

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 Luke Swales**

Yours faithfully

A handwritten signature in black ink, appearing to read 'G. Aun', with a stylized, flowing script.

Executive Director  
Environment and Planning

