

Your ref:
Our ref: 22/01712/F
Please ask for: Luke Swales
Direct dial: 01553 616865
E-mail: borough.planning@west-norfolk.gov.uk

Mr Tim Mitchell
c/o RTK UK Ltd
20 Belton Street
Stamford
PE9 2EF
United Kingdom

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

17 October 2022

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **Replacement of a Single-Storey Extension, External and Internal Refurbishment to Existing Structure at Old Parsonage Lodge Creake Road Burnham Thorpe King's Lynn Norfolk**


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

1. Our flood maps show that the proposal lies within an area susceptible to flooding. For this reason, a simplified flood risk matrix form will be required as part of the local validation checklist for King's Lynn and West Norfolk. The form can be found at this link: https://www.west-norfolk.gov.uk/download/downloads/id/5811/sfra_proforma_-_householder.pdf. Please mark the following on the form: Flood Zone 2, Flood Zone 3A, Flood Zone 3B. Fluvial written as Fluvial/ tidal/ sea flooding/ other and Surface Water.
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.

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 Luke Swales**

Yours faithfully



Executive Director
Environment and Planning

King's Court, Chapel Street, King's Lynn, Norfolk PE30 1EX
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Chief Executive – Lorraine Gore

