

Your ref:  
Our ref: 23/00090/F  
Please ask for: Luke Swales  
Direct dial: 01553 616865  
E-mail: borough.planning@west-norfolk.gov.uk

Mr and Ms Hollingdale and Benton  
c/o Swann Edwards Architecture  
Fen Road  
Guyhirn  
Wisbech  
Cambs  
PE13 4AA

**Geoff Hall**  
Executive Director

**Stuart Ashworth**  
Assistant Director Environment and Planning

18 January 2023

Dear Sir or Madam

**TOWN AND COUNTRY PLANNING ACT 1990**

Details: **Proposed detached double garage to front of clients property at Violet Cottage  
24 Common Road Snettisham 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 red lines have been drawn on the existing location plan. Please add a red line to the existing location plan and resubmit.

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

