

Your ref:  
Our ref: 22/02305/F  
Please ask for: Miss Sandra Homcenko  
Direct dial: 01553 616824  
E-mail: borough.planning@west-norfolk.gov.uk

Mr & Mrs Walton  
c/o Vertex Architecture Ltd  
Mr Jordan Cribb  
2-3 Northgate  
Hunstanton  
PE36 6EA

**Geoff Hall**  
Executive Director

**Stuart Ashworth**  
Assistant Director Environment and Planning

5 January 2023

Dear Sir or Madam

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

Details: **Conversion of two cottages into one with extension and alterations at White House Cottage Station Road Docking King's Lynn Norfolk**

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

1. The Community Infrastructure Levy was adopted by the Council on 19 January 2017 and came into force on Wednesday 15 February 2017.

Therefore, you will need to complete the CIL Additional Information Requirement Form 1. You will need to include the applicant's details as the applicant will need to be contacted as the liable party.

The form and guidance notes are available on the Council's website at [www.west-norfolk.gov.uk/CIL](http://www.west-norfolk.gov.uk/CIL)

Any questions, please contact our CIL Officer, Amanda Driver 01553 616443.

2. As the development site is within a Conservation Area please provide Design and Access Statement


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 Miss Sandra Homcenko**

Yours faithfully

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

*Chief Executive – Lorraine Gore*



Executive Director  
Environment and Planning

