

Your ref:  
Our ref: 23/00079/F  
Please ask for: Amy Davies  
Direct dial: 01553 616879  
E-mail: borough.planning@west-norfolk.gov.uk

Mrs I Forth  
c/o Swann Edwards Architecture  
Fen Road  
Guyhirn  
Wisbech  
Cambs  
PE13 4AA

**Geoff Hall**  
Executive Director

**Stuart Ashworth**  
Assistant Director Environment and Planning

17 January 2023

Dear Sir or Madam

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

Details: **Proposed agricultural style dwelling and accompanying car port involving demolition of existing agricultural barn with permission to convert to residential. at Burnsall Squires Drove Three Holes Wisbech Norfolk**

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

1. A Flood Risk Assessment is required to be submitted with this application, as the site lies within an area at risk of flooding.
2. A completed Section 111 form is required to record the payment of the GIRAMS/Habitat Mitigation Fee. Please submit this form as soon as the payment has been made.
3. From the 1st April 2016 the Habitats Regulations Monitoring and Mitigation Contribution levy came into force. The fee must be paid at the planning application submission stage or by entering into a Unilateral Undertaking / S106 agreement if you wish to pay later.

From 1 April 2022 this was increased to £185.93.

Therefore, a fee of £185.93 per dwelling, plus a £55 Administration Fee is payable on completion of a Unilateral Undertaking.

Payment in advance is charged at £185.93 per dwelling with no administration fee payable.

If you pay the fee via BACS - please quote the planning reference in the payment reference, to avoid delays.

4. Please provide a protected species survey for Bat and Barn Owls .

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

*Chief Executive – Lorraine Gore*

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 Amy Davies**

Yours faithfully

A handwritten signature in black ink, appearing to read 'G. A. M.', with a stylized flourish at the end.

Executive Director  
Environment and Planning

