

Your ref:
Our ref: 23/00540/F
Please ask for: Miss Sandra Homcenko
Direct dial: 01553 616824
E-mail: borough.planning@west-norfolk.gov.uk

Borough Council of
**King's Lynn &
West Norfolk**



Mr and Mrs P Johnson
c/o Jonathan W Burton Architectural Design
Mr Jonathan Burton
12 Park Road
Dereham
Norfolk
NR19 2BT
United Kingdom

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

6 April 2023

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **Change of Use of Existing Agricultural Buildings to Residential Dwellings (part retrospective) including standing of temporary static caravans during construction work at Moors Lodge Farm Marsh Road Outwell WISBECH 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

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

2. Please provide drawings to a recognisable scale, showing existing and proposed site levels. If the site levels are to remain unchanged, please provide the drawings annotated as existing and proposed.
3. Although you may have answered NO to the question on the application form which asks whether the proposed use would be particularly vulnerable to the presence of contamination, you are required to complete and submit the Screening Assessment Form, which can be found on the Council's website at www.west-norfolk.gov.uk. Please click on the following to reach the Questionnaire.

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

Chief Executive – Lorraine Gore

https://www.west-norfolk.gov.uk/info/20138/contaminated_land/204/planning_applications_on_contaminated_land

4. 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. You can either call us to make a card payment, or pay on line at <https://ip.e-paycapita.com/AIP/itemSelectionPage.do?link=showItemSelectionPage>

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

5. 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.
6. As this application is for barn conversions please provide Structural Survey report for both barns

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



Executive Director
Environment and Planning

