

Your ref:
Our ref: 23/01618/F
Please ask for: Mrs Lesley Raby
Direct dial: 01553 616818
E-mail: borough.planning@west-norfolk.gov.uk

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



Mr & Mrs Palmer
c/o Complete Plans Ltd
Mr Jon Clayton
1 Cinnamon Road
Downham Market
PE38 9UL

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

13 September 2023

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **Erection of single-storey front, side, and rear extension(s) and detached garage.
at Cleveland House 10 Gayton Road Ashwicken Norfolk PE32 1LS**

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

1. Provide the side elevations of the new garage.
2. Confirm that the site levels will remain as existing.

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 Mrs Lesley Raby**

Yours faithfully

A handwritten signature in black ink, appearing to read 'G. Hall'.

Executive Director
Environment and Planning

