

Your ref:
Our ref: 24/00273/F
Please ask for: Miss Joanne Wren
Direct dial: 01553 616233
E-mail: borough.planning@west-norfolk.gov.uk

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



Mr Curtis
c/o ADP LONDON
Mr Ivan Chonkov
8-10 Silver Street
Enfield
EN1 3ED

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

19 February 2024

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **Change of use from vacant shop to mix use takeaway and restaurant, with insertion of extraction flue, and insertion of new shopfront with rectable canopy at Curtis Butchers 18 Gaultree Square Emneth Wisbech Norfolk**

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

1. As the property lies within an area at risk to flooding, please complete the simplified Matrix and return it. The Matrix can be found at https://www.west-norfolk.gov.uk/info/20173/information_for_planning_agents/231/flood_risk_information

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 Joanne Wren**

Yours faithfully

A handwritten signature in black ink, appearing to read 'S. Ashworth'.

Executive Director
Environment and Planning

