

Your ref:
Our ref: 24/00624/F
Please ask for: Charlie Collier
Direct dial:
E-mail: borough.planning@west-norfolk.gov.uk

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



Mr & Mrs M Ellis
c/o Stan Peach Architectural
4 Folly Grove
King's Lynn
PE30 3AF

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

10 April 2024

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **To renovate and extend the present garage to form a living area and to add an upper floor extension to form a new master bedroom and en-suite at 19 Avon Road South Wootton King's Lynn Norfolk PE30 3LS**

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

1. Please amend proposed plan to include annotations on elevations.
2. Please amend both proposed and existing floorplans to match elevations.

I have amended proposal to "To renovate and extend the present garage to form a living area and to add an upper floor extension to form a new master bedroom and en-suite" please confirm this is okay.

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 Charlie Collier**

If the above information is not provided, within 28 days of the date of this letter, the application will be returned.

Yours faithfully

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

Executive Director
Environment and Planning

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

Chief Executive – Lorraine Gore

