

Your ref:  
Our ref: 24/00704/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 And Mrs Hess  
c/o Thomas Faire Architecture  
Ulph Place  
Burnham Market  
King's Lynn  
Norfolk  
PE31 8EL

**Geoff Hall**  
Executive Director

**Stuart Ashworth**  
Assistant Director Environment and Planning

15 April 2024

Dear Sir or Madam

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

Details: **Single storey extension and first floor extension and loft conversion at Rosemary House Station Road Burnham Market King's Lynn Norfolk**

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

1. At the time of writing, the application fee has not been received and I am unable to validate your application without it. If this letter has crossed in the post with your submission of the fee, please disregard this request.

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**

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*

