



Legal and Democratic Services

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Our Reference: DW/LR174
Your Reference:

15 December 2016

Dear Mrs Smith,

Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013

Notice of Review: Planning Application 16/01653/APP – Proposed Caretaker's House at Covesea Golf Course, Lossiemouth

Notice is hereby given that a Notice of Review has been submitted on behalf of the Applicant, seeking a review of the decision by the Planning Authority.

The grounds for review and associated documents can be viewed on Moray Council's website at http://www.moray.gov.uk/moray_standard/page_65978.html or <http://public.moray.gov.uk/eplanning/> and entering the planning application reference number. A copy of the documents can also be made available for inspection, on request, at the Access Point, Council Offices, Elgin.

To help inform the Moray Local Review Body [MLRB] and place them in the position that the Appointed Officer was in during the original decision making process, can you please provide the following documents in respect of the above application:-

- (i) decision notice and any plans referred to in it; and
- (ii) the report of handling and any documents referred to in it.

These should be sent to the Clerk of the MLRB, via the details above, on or before Friday 30 December 2016.

Please note that Council Offices are closed from 3pm on Friday 23 December 2016 until 8:45am on Wednesday 4 January 2017. As such, to avoid questions of validity, if you intended to submit a further representations by post or by handing into the Access Point then this should be done so by 3pm on Friday 23 December. Submission by email is therefore encouraged and this will be accepted if received on, or before Friday 30 December.

If/

If you have any queries, please do not hesitate to contact me on the above details.

Yours sincerely,

Darren Westmacott
Committee Services Officer
Clerk to the MLRB