



## Legal and Democratic Services

**Moray Council**  
**Council Offices, High Street, Elgin, IV30 1BX**  
**Telephone: 01343 543451**  
**DX: 520666, ELGIN**

Manager (Development Management)  
Moray Council

Contact: Mrs Lissa Rowan  
Direct Dial: (01343) 56 3015  
lissa.rowan@moray.gov.uk  
www.moray.gov.uk

Sent by email to  
[development.control@moray.gov.uk](mailto:development.control@moray.gov.uk)

Our Reference: LR/LR193  
Your Reference:

29 November 2017

Dear Mrs Smith,

### **Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013 [‘the Regulations’]**

#### **Notice of Review: Planning Application 17/01401/APP - Change of use of former barber shop to hot food take-away at 1 Springfield Road, Elgin, Moray, IV30 6BY**

You are hereby notified that a Notice of Review (NOR) has been served on the Moray Local Review Body (MLRB). The MLRB now have a statutory responsibility to review the original decision.

The NOR and associated documents can be viewed at [http://www.moray.gov.uk/moray\\_standard/page\\_65978.html](http://www.moray.gov.uk/moray_standard/page_65978.html). 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 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, by email or post at the above address, **on or before 14 December 2017**.

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

Yours sincerely,

Lissa Rowan  
Committee Services Officer  
Clerk to the MLRB