



Legal and Democratic Services

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Sent by email to
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Our Reference: LR/LR199
Your Reference:

30 January 2018

Dear Mrs Smith,

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

Notice of Review: Planning Application 17/01619/APP – Change of use from dwelling-house to House of Multiple Occupation (HMO) for student accommodation at 18 South Guildry Street, Elgin

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. 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 February 2018**.

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