



Legal and Democratic Services

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Sent by email to
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Our Reference: LR/LR212
Your Reference:

17 August 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 18/00542/APP – Operate childminding business from dwelling at 6 Holyrood Drive, Elgin, IV30 8TP

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 1 September 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