



Clerk to the Local Review Body
The Moray Council
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Contact: Mr Ritchie

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Our Ref: RR/LRB/Case 042

E-mail: ritchir@chief.moray.gov.uk

Your Ref:

Date: 23 November 2011

CMDesign
1-5 Pinetree House
Pinefield Crescent
Elgin
IV30 6HZ

Dear Sir/Madam

**Town and Country Planning (Schemes of Delegation and Local Review Procedure)
(Scotland) Regulations 2008**

**Request for Review: Planning Application 11/01011/APP – Alter and extend
Cairnhill Cottage, Knock, Keith**

I acknowledge receipt of the Notice of Review dated 21 November 2011 in respect of the above noted planning application.

The grounds for review and associated documents can be viewed on the Moray Council's website at <http://public.moray.gov.uk/eplanning/> and entering the planning application reference number. The documents can also be viewed on the Moray Council's Local Review Body website 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 Office Elgin.

In terms of the Regulations interested parties will be notified within 14 days of receipt of the Notice of Review and given 14 days in which to submit representations in respect of the Review. On receipt of any representations these will be forwarded to you and you will have 14 days to respond thereon. Thereafter arrangements will be made for a meeting of the Moray Council Local Review Body to consider your request for a review and you will be notified of the time, date and venue. A copy of all documents and notices in respect of the Notice of Review to be submitted to a meeting of the MLRB will be made available for public inspection, prior to the meeting, at the Access Point, Council Office, Elgin and via the Council's Internet website www.moray.gov.uk/minutes/listdocs.html

In the event of no further representations being received the Notice of Review and all relevant documents will be referred to a meeting of the MLRB for consideration and you will be notified of the date, time and venue.

Yours faithfully

Clerk to the Local Review Body