



Education, Communities & Organisational Development

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

Development Management and Building
Standards Manager
Moray Council

Contact: Mrs Lissa Rowan
Direct Dial: (01343) 563015
lissa.rowan@moray.gov.uk
www.moray.gov.uk

Sent by email to
development.control@moray.gov.uk

Our Reference: LR/LR269
Your Reference:

17 January 2022

Dear Mrs Smith,

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

Notice of Review: Planning Application 21/01146/APP – Erection of hot sandwich shop including drive through at 4 Riverside Road, Elgin, IV30 6LS

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.

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 February 2022**.

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