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**Economy, Planning and
Employability Services**

Kim Walker
03451 55 11 22
development.central@fife.gov.uk

Your Ref: 100343322-001
Our Ref: 20/03261/LBC

Date 12th January 2021

Dear Sir/Madam

Application No: 20/03261/LBC
Proposal: Listed Building Consent for installation of soil pipe on front elevation of building
Address: 59 High Street Crail Anstruther Fife KY10 3RA

I acknowledge receipt of your application for Listed Building Consent dated 22nd December 2020. However, I regret that I cannot accept your application as valid for the following reasons:-

1. You have not submitted existing elevations to a scale of not less than 1:100 so we can identify the existing.
2. The proposed floor plan would seem to suggest that you are removing internal walls of a listed building. Please confirm.
3. Please clearly identify the proposed works on the proposed elevations

Please Note: any subsequent documents or information should be sent to us via the online planning portal at <https://www.eplanning.scot/>. **We will only accept additional information** to your application using the Post Submission Additional Documents (PSAD) process. **We will no longer accept emails.**

Additional information received after 21 days will invalidate any Land Ownership Certificate – if this was completed. This must be dated within 21 days, and is a legislative requirement. Furthermore, any information that is not **submitted electronically**, will also delay your application.

Planning Services
Fife House, North Street, Glenrothes, KY7 5LT

We strongly advise that you read our guidance on submitting applications on our website at www.fife.gov.uk/planning - and the section **Apply & Pay for Planning Permission** prior to resubmitting additional information. You can also download a copy of Fife Council's Validation Standards from our website at https://www.fifedirect.org.uk/uploadfiles/publications/c64_ValidationChecklist

I would be grateful if you would attend to these matters within 14 days from the date of this letter to enable the Case Officer to begin consideration of your application. If you require any further information please contact Kim Walker

Yours faithfully,

Kim Walker
Technician, Development Management

From 1st July 2019, Fife Council will be increasing some administration charges for paper submissions. The charges are detailed as follows: Householder Applications - £25.00; Non Householder Applications - £60.00; Major Applications - £120.00.

More details on these changes are available at <http://www.fife.gov.uk/planning> Planning Costs and How to Pay > Planning Scale of Fees - from July 2019 (Publication)