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97 Newington Road
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Planning Services

Emma Baxter
development.central@fife.gov.uk

Your Ref: 100456390-001

Our Ref: 21/02570/FULL

Date 23rd August 2021

Dear Sir/Madam

Application No: 21/02570/FULL
Proposal: External alterations to dwellinghouse
Address: Eastholme New Road Falkland Cupar Fife

I acknowledge receipt of your application for Full Planning Permission dated 16th August 2021. However, I regret that I cannot accept your application as valid for the following reasons:-

1. Your application did not contain a scale bar to allow the drawings to be calibrated. Please submit replacement elevations and floorplans (existing and proposed) with an accurate scale bar annotated.

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.

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 from the **What Plans do I Need?** section.

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

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 Emma Baxter

Yours faithfully,

Emma Baxter
Planning Assistant

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)*