

**Midlothian Council**

Midlothian House  
Buccleuch Street  
Dalkeith  
EH22 1DN

**Place Directorate**

Kevin Anderson  
Executive Director - Place

Midlothian

14 January 2022

NCM Design  
5 Stoneybank Gardens  
Musselburgh  
EH21 6NG

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997 (as amended by Planning etc (Scotland) Act 2006)****Application For Detailed Planning Permission for Formation of porch and alterations to steps at 26 Burnbank Grove, Loanhead, EH20 9NX**

Thank you for your application which was registered on 13 January 2022.

Please always quote the reference number given at the bottom of this letter when telephoning or writing. This is the official registration number of your application.

Your application has been allocated to Mhairi-Anne Cowie, who will telephone or write to you regarding this proposal, if necessary, after visiting the application site. Please contact this officer on 0131 271 3308 if you wish to discuss your application, or if you wish the description of the proposal altered in any way.

You may expect a determination on your application within two months. The target date for this application is 13 March 2022.

In the event of a decision not being made within the two month period, you may ask for the application to be reviewed by the Council's Local Review Body. The local review should be made in accordance with section 43A of the above Act by notice sent within 3 months of the target date specified above.

You can apply for a review on non-determination by downloading the forms from the Council website. Alternatively please email [planning-applications@midlothian.gov.uk](mailto:planning-applications@midlothian.gov.uk) or phone 0131 271 3302.

Despite the abovementioned timescales, due to the unprecedented impact of Coronavirus (COVID-19) Midlothian Council's Planning Service is having to adapt its service delivery which may impact on the determination period for applications for planning consents. I would therefore be obliged if you would confirm by email at **Mhairi-Anne.Cowie@midlothian.gov.uk** in writing your agreement to a extension in the time to for the Council to determine your application from 13 March 2022 to 12 May 2022 in order that your planning application may be fully considered. While an agreement to a two month extension is being sought the Planning Authority will make every effort to determine your application in a timeous manner.

Please ask for: Mhairi-Anne Cowie  
Our Reference: 22/00021/DPP  
Uniform ref: ACKAPP

Direct Dial: 0131 271 3308  
Fax No: 0131 271 3537

Planning authority officers are adhering to social distancing requirements and therefore will not visit application sites unless the visit is absolutely essential in order to process this application. In the event that a case officer requires to visit your application site they will do so while observing social distancing rules. When case officers carry out site visits they may not alert you of their presence but they will be wearing a high visibility vest and Midlothian Council identification. We would request that in the interests of the safety of both you and our officers that you do not approach or try to engage with the case officer if you see them on site.

If anybody at the application site is in the Shielding category can you please alert the planning officer by email as soon as possible.

Please note that Regulation 15 of the Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013 requires that notice is correctly served on any landowners with an interest in the land which is the subject of a planning application. If it transpires prior to the determination of a planning application that the ownership certificate is incorrect, the Council may deem your application is invalid and remove it from the Planning Register. Please double check you have correctly served notice on all landowners to avoid delays in the processing of your application.

Please note that any information, consultation response, objection or supporting letters submitted in relation to an application under the Planning Acts, will be published on the Council's website [www.midlothian.gov.uk](http://www.midlothian.gov.uk).

Yours faithfully

**Mhairi-Anne Cowie**  
Planning Officer

#### **IMPORTANT NOTE REGARDING PUBLIC ACCESS TO INFORMATION**

##### Making an application

Please note that when you submit a planning application, the information will appear on the Planning Register and the completed forms and any associated documentation will also be published on the Council's website.

##### Making comment on an application

Please note that any information, consultation response, objection or supporting letters submitted in relation to a planning application, will be published on the Council's website.

The planning authority will redact personal information in accordance with its redaction policy and use its discretion to redact any comments or information it considers to be derogatory or offensive. The representations will then be destroyed from the back office systems 6 months after the date of determination or 6 months after an appeal decision date and 6 months after a Local Review Decision date. **General Data Protection (GDPR)** privacy statement can be found at [www.midlothian.gov.uk/privacy](http://www.midlothian.gov.uk/privacy) (Communities and Economy). **Planning Redaction Policy** can be found at [www.midlothian.gov.uk/downloads/file/1378/redaction\\_policy](http://www.midlothian.gov.uk/downloads/file/1378/redaction_policy)

However, it is important to note that the publishing of comments and views expressed in letters and reports submitted by applicants, consultees and representors on the Council's website, does not mean that the planning authority agrees or endorses these views, or confirms any statements of fact to be correct.

#### **IMPORTANT NOTE REGARDING ORDNANCE SURVEY PLANS**

Please note that the use of any Ordnance Survey (OS) Plan is copyright protected. If you are using, or intend on using an OS plan you must ensure an appropriate copyright acknowledgement and licences/serial number is submitted on/with the plan. If you are using a plan not derived from OS data, you are required to state the source of the plan. For further information please visit [www.ordnancesurvey.co.uk](http://www.ordnancesurvey.co.uk)