



**Neighbourhoods, Regeneration  
and Sustainability**  
Glasgow City Council  
Exchange House  
231 George Street  
Glasgow, G1 1RX  
[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

**Executive Director**  
George Gillespie  
BEng (Hons) CEng MICE

Our ref: **INVALID APPLICATION ACKNOWLEDGEMENT**  
GCC Application Ref: **23/02158/FUL**

29 September 2023

Mrs Jennifer Stevenson  
132 Broomfield Road  
GLASGOW  
G21 3UE

Dear Sir/Madam

**SITE: Flat 0/2 702 Edgefauld Road Glasgow G21 4NB**

**PROPOSAL: Use of flatted dwelling (Sui Generis) as short term let (Sui Generis)**

Your application, **23/02158/FUL**, was received on **30 August 2023**, was incomplete and is invalid. Please give the point(s) on the attached sheet your immediate attention as the processing of your application cannot be started until the information required has been returned to us.

Please submit the additional information required within 21 days of the date of this letter. If you do not submit the additional information within 21 days, your application will be withdrawn.

Additional information must be submitted online to your existing proposal at <https://www.eplanning.scot/ePlanningClient/> by adding the Post Submission Additional Document form to your proposal, completing the form and uploading your attachments. Further guidance can be found at <https://www.eplanning.scot/ePlanningClient/UserGuide.aspx>.

The application will be considered with the address and description as shown above. If you are unhappy about either of these, or if you need assistance with the information required, please contact your case officer **Dave Gibson** on direct phone **0141 287 8429**, to discuss the matter further.

Yours faithfully

**Head of Planning**

Encls.

## **ADDITIONAL INFORMATION REQUIRED FOR APPLICATION 23/02158/FUL**

Your application is invalid. Please give the point(s) indicated below your immediate attention as the assessment of your application will not be started until the omissions have been remedied. Please re-read the Guidance Notes for further assistance.

001 Please complete one of the Certificates required under Notification to Owner(s) of the application site and serve notice on any person having a material interest in one or other of the certificates required under regulation 15. Roofs and walls of flatted properties are normally commonly owned, therefore, the co-owners must be notified. If all co-owners cannot be identified, Land Ownership Certificate C should be submitted and an advertisement fee may be payable by the applicant.

002 Please submit payment for £300, as the fee necessary for processing the application. Fees can be paid by directly by BACS to GCC DRS - S/LINE using Sort Code: 834400 and Account 00796772 quoting your application reference number. Please note that the reference number of your application must be used when making a BACS payment. Failure to provide this reference will delay the processing of your application.

003 This proposal requires to be advertised, a further payment for £125 must be submitted. Fees can be paid by directly by BACS to GCC DRS - S/LINE using Sort Code: 834400 and Account 00796772 quoting your application reference number. Please note that the reference number of your application must be used when making a BACS payment. Failure to provide this reference will delay the processing of your application.

004 Please submit the following plans/drawings as are necessary to describe the development to which the application relates:-

Scaled floor plan with gross floorspace in sqm.

005 Please add a scale bar to all drawings/plans submitted as part of the application.

