

From: [PLNProcessing](#)
To: lee@voigtarchitects.ltd
Subject: Acknowledgement for Knox Church Hall Howard Street Arbroath - 24/00018/FULL
Date: 24 January 2024 13:42:00

Dear Sir/Madam

Town and Country Planning (Scotland) Act 1997 (As Amended)
Planning Application Reference : 24/00018/FULL

I acknowledge receipt of your application for planning permission received on **18 January 2024** and registered on **24 January 2024** for **Proposed alterations and change of use from church annex to form Class 7 group booking hostel** at **Knox Church Hall Howard Street Arbroath DD11 4DH**. I acknowledge receipt of your planning fee of **£1200**.

In order to assist in determining your application it would be helpful if you can provide photographs of the site and its surroundings. It will also be helpful if you can indicate if:

1. The land to which the application relates can be observed from public land?
2. The officer can access the land without assistance and without being accompanied.

This information should be provided via e-mail to the officer email address given below.

It is requested that if an officer does visit the site; any contact be restricted to that which is absolutely necessary to enable the site visit to take place. The site visit is a means of the officer familiarising themselves with the environs of the site and officers will not engage with applicants/agents at the site in relation to the merits of the case.

If you require any assistance or information on the progress of your application, please contact **Ben Freeman** on telephone number **01307 4901307 492202** approximately four weeks after the date of this letter. Your application will be assessed in relation to National and Council policies subject to any necessary consultations being carried out. Applications cannot be determined by the Authority until this process has been completed. Your application cannot be determined in less than 21 days of its registration in order to allow neighbours and other interested parties a period of time to comment. This time period may be extended in some cases e.g. if there is a requirement to advertise the application.

You may expect a determination on your application within two months of registration. The target date for this application is **23 March 2024**. It is intended that your application will be determined by delegated decision however in certain circumstances your application may require to be considered by the Development Standards Committee. If it does you will be advised of the date of the meeting at which it will be considered approximately one week in advance.

If you have not received formal notification of the decision on your application by **23 March 2024** 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 three months of the target date specified above. Further information on the relevant means of an appeal in respect of applications will be provided when the application is decided and can also be made available on request.

You can apply for a review on the basis of non-determination by downloading the forms from www.angus.gov.uk. Alternatively please telephone Democratic Services on 01307 491985.

Before applying for a review on the basis of non-determination you are advised to contact the case officer to ensure that your application is of a category that can be considered by the Council's Local Review Body.

If contacting please ask for Ben Freeman on 01307 4901307 492202 or e-mail FreemanB@angus.gov.uk

Yours faithfully,

Planning Service

Veronica Caney | Technical Assistant (Development Standards Planning) | Angus Council | 01307 491847 | caneyv@angus.gov.uk | www.angus.gov.uk

Follow us on Twitter

Visit our Facebook page

Think green- please do not print this email