

Houghton Planning Ltd.  
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FK10 3RF

Mrs Murray  
34 Fairways  
Melrose  
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TD6 9HL

**Date:** 28 February 2024

**Your Ref:**

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING SCOTLAND ACT 1997  
USE OF FLAT FOR SHORT-TERM LET USE (SUI GENERIS) AND RESIDENTIAL  
FLAT (IN RETROSPECT). AT 2F2 9 RAEBURN PLACE, EDINBURGH, EH4 1HU  
REFERENCE NUMBER: 24/00954/FULSTL**

**INCOMPLETE APPLICATION**

Your application was assessed as incomplete on 28.02.2024.

Please take note of the following information if you are required to make additional payment or submit additional documents

**Planning Application No: 24/00954/FULSTL  
Scottish Government No: 100648874-002**

An incomplete application is one where the information submitted is either not sufficient to allow a proper assessment of the application or the proper certification/fees have not been submitted.

In this case, the application was determined to be deficient in the following respect(s):

**01. Amended location plan required - at scale 1:1250 or 1:2500 for larger sites. The application site boundary must be accurately outlined in RED and match the size and position of the floor plan. From the floor plan it looks like the flat sits above No 1 Raeburn Place.**

[Scale of fees](#)

[Planning fee for short term let applications](#)

[ePlanning fee calculator](#)

[Validation Guidance](#)

You should note that your application cannot be registered until all the necessary additional information, forms and signatures have been submitted, and have been assessed as being correct. If the deficiencies are not corrected within 21 days of the date of this letter, the application will be returned to you. Any fee submitted will also be returned to you.

If you wish to discuss any of the issues raised please contact Sarah Forsyth directly at [sarah.forsyth@edinburgh.gov.uk](mailto:sarah.forsyth@edinburgh.gov.uk).

Yours faithfully

*Sarah Forsyth*

**Planning Technician**