

David Henderson  
Directorate for Planning and Environmental  
Appeals  
4 The Courtyard  
Callendar Business Park  
Callendar Road  
Falkirk  
FK1 1XR

**PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS) (SCOTLAND)  
ACT 1997**

**THE PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS)  
(NOTIFICATION OF APPLICATIONS) DIRECTION 2015**

**DEMOLISH CATEGORY B AND C LISTED BUILDINGS AT 184 – 188 HIGH  
STREET, ELGIN AND RECONSTRUCTION OF EXISTING BUILDING TO FORM  
1 RETAIL UNIT AND 15 SERVICED ACCOMMODATION APARTMENTS**

1. I should be grateful if you could make arrangements to process this case and submit a report with recommendations to Scottish Ministers for their consideration and determination in connection with the above mentioned proposal. The application documentation notified to Scottish Ministers is contained in the eRDM file to which DPEA have access. The completed IRU form is stored on the objective file and contains the main party details. You will note from the call-in letter that the disk containing all the application documentation will be sent to you directly by The Moray Council. Please note that Scottish Ministers received a representation from Bob Stewart, the retired, Director of Environmental Services of the Council.. His representation is contained on the objective file. Please add his details to your 3<sup>rd</sup> party list.

2 If this case is to proceed by any method other than written submissions please let me know and I will prepare a minute of appointment upon receipt of the Reporter's details.

3 Please note also that all documents produced by DPEA should be saved to the eRDM file.

4. Thank you for your assistance in this matter.

ALEX KERR  
Planning and Architecture Division  
Planning Decisions  
2-H South  
Victoria Quay  
Ext. 47073

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