

Our Ref: APP/2021/2390

Your Ref:

Ask for: Banff & Buchan Team

Tel: 01467-534333

Email: [planning@aberdeenshire.gov.uk](mailto:planning@aberdeenshire.gov.uk)

Michael Ritchie  
Mantell Ritchie  
27A High Street  
Banff  
Aberdeenshire  
AB45 1AN

26 October 2021

Dear Sir/Madam

**Listed Building Consent for Installation of External Lift Access, Erection of Covered Way, Car Port and Formation of Car Parking Area at Roman Catholic Church, Sandyhill Road, Banff, Aberdeenshire, AB45 1BE**

Thank you for sending details of the above proposal. I am pleased to confirm that your application was valid on 25 October 2021 and you should normally expect to have a decision within two months of this date.

Your attention is drawn to the description of your application as shown above. This may have been amended from that given on the application form. If for any reason you don't agree with this description please let me know within the next week.

Please note the majority of planning applications are dealt with by officers in the Planning Service. Your application is currently being allocated to an officer who will correspond with you in due course. If it is necessary to refer an application to a committee then you may request that you be allowed to speak in support of your application at that meeting. Guidance on making a request to speak is available from the local planning office or the Council's website ([Scheme of Governance, Part 1 – Standing Orders](#)).

If you have not received a decision within two months and are not agreeable to any time extension, then you have the right to appeal to Scottish Ministers.

Should you wish to check on the progress of your application you can do so through the online planning register or by contacting the relevant area team on the above number.

Please note that the information you have provided on the application form, accompanying drawings and documents, and all further details, will be made available for public inspection and will be published on the internet through the online planning [register](#).

Note: The information held with your submission will be managed by the Council in accordance with the principles set out in the General Data Protection Regulations 2018. For further information on how we use your information, who we share this information with and how long we keep information is detailed in our [Privacy Notices](#).

Yours faithfully



Head of Planning and Environment Service

| <b>Receipt of Payment</b> |       |
|---------------------------|-------|
| Application Fee Required  | £0.00 |
| Amount Received           | £.00  |
| Outstanding Balance       | £0.00 |
| Receipt Number            |       |
| Payment Date              |       |