

# ROADS APPEAL FORM



***For appeals under legislation relating to PRIVATE STREETS, ROADS and STREET WORKS***

Please note that your appeal must reach the Commission within the time period specified in the relevant legislation.

**Please complete in BLOCK CAPITALS and use a separate form for each appeal**

## **A. APPELLANT'S CONTACT DETAILS**

Name

Address

Postcode

Daytime phone number

E-mail address\*

## **B. CONTACT DETAILS FOR THE AGENT (if any)**

Name

Address

Postcode

Daytime phone number

E-mail address\*

Agent Reference

*\*if you have an e-mail address, we will use it to correspond with you.*

**C. ROADS AUTHORITY OFFICE TO WHICH THE APPLICATION WAS MADE**

Location of office

Application reference number

**D. KEY DATES**

Date of decision notice

Date decision notice received (if known)

**E. NATURE OF APPEAL**

Please tick **ONE** box only to indicate what you are appealing against:-

Refusal of the application

Condition(s) subject to which the application was granted

If the appeal is against conditions, please identify the number(s) of the condition(s) you wish to challenge

**F. PROPOSAL TO WHICH THE APPEAL RELATES**

Summary description

**G. LAND TO WHICH THE APPEAL RELATES**

Address or location of site

## H. CHOICE OF APPEAL PROCEDURE

Please indicate how you would like your appeal dealt with by ticking **ONE** of the boxes below. We will also ask the authority for its views before deciding which procedure to use.

Written representations

Written representations with accompanied site visit

Informal hearing

Formal hearing

*Detailed information about each of these procedures is given in the Commission's publication "Procedures for Planning and Water Appeals", which is available on our website [www.pacni.gov.uk](http://www.pacni.gov.uk).*

## I. SUPPORTING DOCUMENTS

Please tick the boxes below to indicate which of the following you are copying to us with your appeal:-

Form(s)

Plan(s)

Report(s)

Correspondence

Notice (s)

Other Document(s)

## J. DECLARATION

I appeal on the basis of the information set out above.

Signature \_\_\_\_\_

On behalf of \_\_\_\_\_

Date \_\_\_\_\_

## **Data Protection Act 1998**

*The information given on this form will be stored and processed by the Planning Appeals Commission in accordance with the terms of registration under the Data Protection Act 1998. Further information about our data protection policy can be found on our website or obtained from our offices.*

*When we receive your form, we will:-*

- 1. Check that the appeal is valid and if so, acknowledge receipt.*
- 2. Tell the planning authority we have received your appeal.*
- 3. Let you and the authority know the procedure for your appeal.*
- 4. Let you know the timetable for sending your written evidence.*
- 5. Let you know the arrangements for any accompanied site visit or hearing.*

*At the end of the process the Commission will give you a written decision on your appeal which will include a statement of the reasons for the decision.*