

## HIGH HEDGE APPEAL TO SCOTTISH MINISTERS



### HIGH HEDGES (SCOTLAND) ACT 2013

**IMPORTANT: Your appeal and a copy of the decision or notice which is the subject of your appeal must reach DPEA within 28 days of: the date of the notice or; the date the local authority decided to take no further action or; the date they decided to withdraw or vary a notice.**

**Note: A copy of the appeal documents will be sent to the local authority.**

Use **BLOCK CAPITALS** if completing in manuscript

#### Appellant(s)

Name

Address

Postcode

Contact Tel No 1

Contact Tel No 2

Fax No

E-mail

#### Agent (if any)

Name

Address

Postcode

Contact Tel No 1

Contact Tel No 2

Fax No

E-mail

Mark this box to confirm all contact should be through this representative

\*Do you agree to all correspondence regarding your appeal being sent **by e-mail**?      Yes      No

Planning Authority

Planning Authority's Application Reference number

Address of hedge

Property affected by hedge

Height of Hedge (in metres)

Length of Hedge (in metres)

#### Allication/Decision Details (if applicable)

Date of application to local authority

Date of local authority decision

#### Notice Details (if applicable)

Date notice issued

Date notice served on

Date notice takes effect

#### Details of appeal

##### **Reason for appeal - select one option**

Appeal against a high hedge notice

Decision not to issue a high hedge notice

Decision to vary a high hedge notice

Decision to withdraw a high hedge notice

##### **Interest in land - select one option**

Owner of land where hedge is situated

Occupier of land where hedge is situated

Owner of property affected

Occupier of property affected

**REASONS FOR APPEAL**

State in full why you are appealing against the local authority's decision. You must provide a full explanation of why you disagree with the authority's decision, as this will be taken into account in determining your appeal. The local authority's decision will contain the reasons for the decision and you may wish to seek clarification from the local authority prior to submitting an appeal.

You will be entitled to comment on (i) any additional matter(s) which may be raised by the authority in its response to your appeal, or (ii) any representations the Scottish Government might receive from any other person or body.

Note: you might not have a further opportunity to add to your statement of appeal at a later date, so it is essential that you produce all of the information you want the decision-maker to take into account.

## **Appeal Procedure**

The person appointed to determine your appeal, (the reporter) will decide the procedure to be used. In general, a decision will be made based on your appeal documents and the planning authority's response. In some cases the appointed person may require further procedures to gain more information on specific matters before reaching a decision. This is your opportunity to indicate what procedure you think is most appropriate for the handling of your appeal. (See Notes for Appellants)

**Note:** If you select Option 1 you should not select any further options.

You may select any combination of Options 2 to 5 if you wish.

1. No further procedure i.e. review of all relevant information provided by yourself and other parties only
2. Inspection of land subject of the appeal
3. Further written submissions on specific matters
4. Holding one or more hearing sessions (i.e. round table discussions) on specific matters
5. Holding one or more formal inquiry sessions on specific matters

If boxes 3, 4 or 5 are checked, please explain below which of the matters (as set out in your statement above) you think should be subject to that procedure, and why. (Use additional pages if necessary.)

## **Site Inspection**

In the event that the Scottish Government Reporter appointed to consider your appeal decided to inspect the appeal site, in your opinion:

Can the site be viewed entirely from public land? Yes      No

Is it possible for the site to be accessed safely, and without barriers to entry? Yes      No

Are there any biosecurity issues that affect the site? Yes      No

*(for more information on biosecurity, please see the site inspection section in the notes for appellants)*

If there are any reasons why you think the Reporter would be unable to access and view the appeal site alone, please explain here:

### **Other Appeals**

Have you made any other appeals to Scottish Ministers concerning this land?

Yes No

If yes, please give details, including our appeal reference numbers (if known):

### **Checklist**

Please mark the appropriate boxes to confirm you have provided all supporting documents/evidence relevant to your appeal:

Full completion of all parts of this form

Full statement of appeal

All documents, materials and evidence which you intend to rely on

Decision of the local authority that is the subject of your appeal

A copy of a high hedge notice (if applicable)

**The Scottish Government routinely publishes all documents relating to each appeal on its website at [www.dpea.scotland.gov.uk](http://www.dpea.scotland.gov.uk). You must advise DPEA if there are particular reasons why you think any document you have provided cannot be published.**

The appeal form and associated information will be sent by DPEA to the local authority and any other party affected by the high hedge decision or notice

### **Declaration**

**I appeal to the Scottish Ministers as set out on this form and supporting documents.**

Signed

Date

If you take part in the appeals process, use DPEA websites, contact the division or attend a webcast, the DPEA may collect certain information about you. To find out more about what information is collected, how the information is used and managed please read the [DPEA's privacy notice](#).

This form and all supporting documents should be sent to:

E-mail: [dpea@gov.scot](mailto:dpea@gov.scot)

Post: Planning and Environmental Appeals Division  
Hadrian House  
Callendar Business Park  
Falkirk  
FK1 1XR

Contact Tel: 0300 244 6668