

Apply for a high hedge investigation



Planning and Public Protection,
PO BOX 62, Ruthin, LL15 9AZ
(01824) 706727 · planning@denbighshire.gov.uk

You can use this form to apply for Denbighshire County Council to investigate whether a hedge is excessively high. Before completing this form, please read the Council's guidance document *A guide to dealing with high hedges*.

A fee of £240 must be returned with this form. Please make cheques payable to 'Denbighshire County Council'.

As well as submitting this form to the Council, you will need to send a copy of your completed form to the owner of the hedge.

Part 1 The hedge

1. Is the hedge comprised of two or more trees/shrubs in a line?
 Yes
 No
2. Are the trees/shrubs which make up the hedge mainly evergreen/semi-evergreen?
 Yes
 No
3. Is the hedge over two metres tall along its entire length?
 Yes
 No

Please note that if you have answered 'No' to any of the above questions, the hedge does not meet the legal definition and the Council cannot consider this application.

Part 2 Your details

The Council will not investigate anonymous complaints. This is because we may wish to correspond with you in order to gain a better understanding of the situation or to discuss the progress of remedial action.

4. Title _____ Name _____

5. Home address

Postcode _____

6. Email address _____

7. Telephone number _____

8. This application will be treated in confidence and your data will be protected, though in order to remedy the situation, it may be necessary for the Council to share your personal details with external regulatory bodies such as the police, the fire and rescue service, Natural Resources Wales, etc.

Please tick here to give your consent for the Council to do this.

9. How would you like to receive correspondence?

Tick all that apply.

Email

Letter

Part 3 The property affected by the hedge

10. Address (if different to your home address)

Postcode _____

11. The occupier (if different to you)

Title _____ Name _____

Telephone number _____

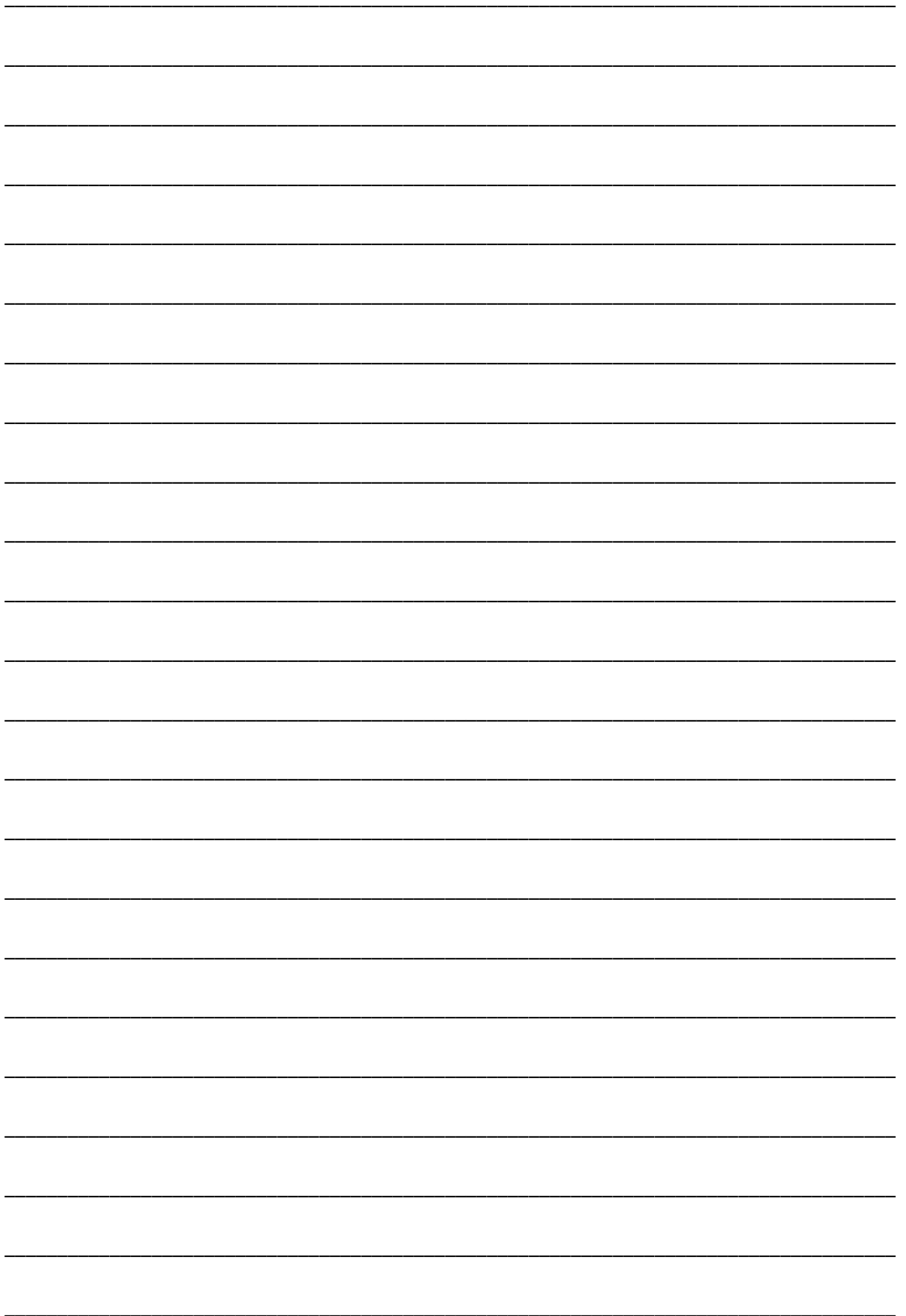
12. Is the property used solely as a private residence (even if no-one is living there at present)?

Yes – go to question 14.

No

13. Please describe what the property is used for.

14. Please describe the harm being caused by the height of the hedge. It will help your case if you stick to the facts and provide supporting information and evidence. Please note that the Council cannot consider problems that are not connected with the height of the hedge, e.g. if the roots of the hedge are pushing up a path. Continue overleaf if necessary.



Part 4 The property where the hedge is located

Please provide a photograph of the hedge and a plan/sketch showing both the site where the hedge is growing and the property it is affecting. Please ensure that both the hedge and the direction of north are clearly marked on your plan.

15. Address of the site where the hedge is growing

Postcode _____

16. The owner of the site (if known)

Title _____ Name _____

Address

Postcode _____

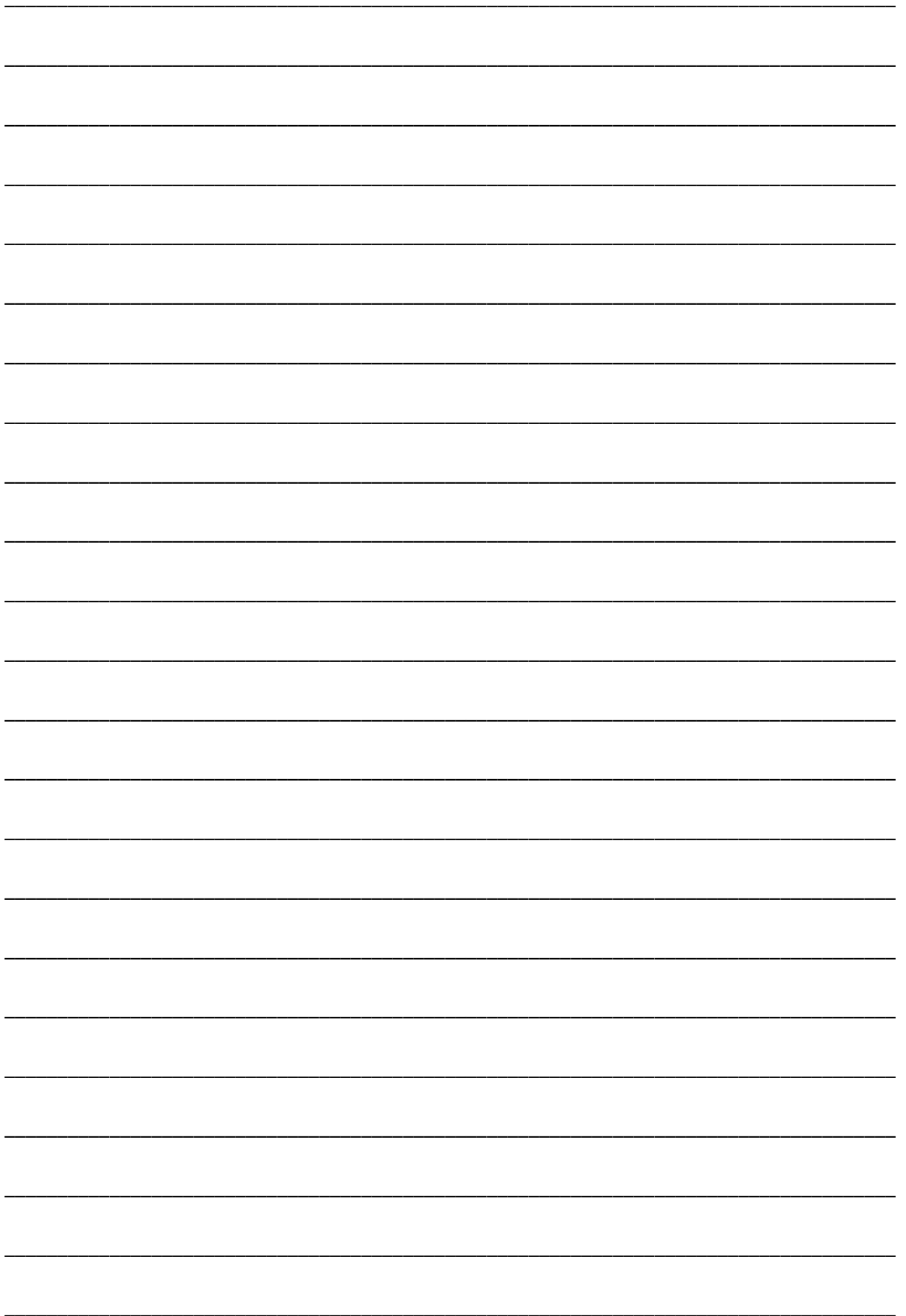
Telephone number _____

17. The occupier of the site (if known/different to the above)

Title _____ Name _____

Telephone number _____

18. Please list and describe the occasions when you have sought to resolve the situation by corresponding or meeting with the owner of the hedge. Please



Part 5 Checking and sending

19. Have you done the following?

- Completed all the sections of this form (as necessary)
- Enclosed a photograph of the hedge
- Enclosed a location plan of the hedge and adjacent properties
- Enclosed any copies of correspondence with the owner of the hedge
- Enclosed copies of any other documents that you mention
- Sent a copy of your completed form to the owner of the hedge
- Enclosed a cheque for £240 or arranged to pay by card

20. Signature

21. Date

____/____/_____

Please submit your completed form by emailing it to planning@denbighshire.gov.uk or by sending it to Planning and Public Protection, PO BOX 62, Ruthin, LL15 9AZ.

Privacy statement

Your data will be processed by Denbighshire County Council only for the specific purpose of handling this report of an alleged breach of planning control. The processing of your personal data is necessary in order to ensure the effective investigation and, if necessary, remedying of the alleged breach. Denbighshire County Council will not share your data with any other organisation without your consent.

The Council will retain your data until this case has been resolved or for ten years, whichever period is the greater. If you feel that the Council have mishandled your personal data at any time you can make a complaint to the Information Commissioners Office by visiting their website or by calling their helpline on 0303 123 1113.

For further information about how the Council processes personal data and your rights please see our privacy notice on our website – www.denbighshire.gov.uk/privacy.