



## HIGH HEDGES APPLICATION FORM

(to be completed by applicant who considers themselves affected)

Use this form to submit an application Dundee City Council for a High Hedge Notice under the High Hedges (Scotland) Act 2013.

Please note: the details of the application - as well as who has made it (although not the telephone number/email addresses) - will be copied to the owner/occupier of the land on which the hedge is situated.

### 1. About You

Name:	Address:
Telephone Number:	
Email Address:	

### 2. About the Hedge

Owner (if known):	Address where the hedge is situated:
Telephone Number of Owner (if known):	
Email Address of Owner (if known):	
If you have not been able to identify the owner of the land on which the hedge is situated please provide evidence of the steps you have taken to identify the owner eg contact with Registers of Scotland, Companies House etc	
Type of Hedge:                      Deciduous <input type="checkbox"/> Evergreen <input type="checkbox"/> Mixed <input type="checkbox"/>	
Species (if known):	
Is a map or sketch detailing the high hedge attached:	Y / N
If no, why not?	

### 3. Making an application:

Is the hedge made up of a row of two or more trees or shrubs	Y / N
Is the hedge over 2 metres in height	Y / N
Is the hedge a barrier to light (even if there are gaps)	Y / N
Is the affected property residential	Y / N
Is the hedge growing on land owned by someone else	Y / N
Have you attempted to resolve the issue with your neighbour	Y / N
Are you the owner / occupier of the affected property	Y / N

If you have answered no to any of these questions your application cannot be considered as the criteria have not been met.

### 4. What you have done to try and resolve the issue:

Approached neighbour/hedge owner – details:
Asked neighbour/hedge owner to take part in mediation or other form of negotiation – details:
Informed neighbour of intention to make application for a High Hedge Notice– details:
Have you tried anything else that you would wish Dundee City Council to be aware of – details:

**5. How does the hedge affect you and your property:**

Please describe the effect that the hedge is having on your property and how severe you consider these effects to be. Please remember that the High Hedges (Scotland) Act 2013 only deals with adverse effects on reasonable enjoyment caused by the hedge being a barrier to light:

To help Dundee City Council understand your situation, please provide any photographs, maps, plans or sketches of where the hedge is growing and the property it is affecting. Supporting documents should be clearly marked and attached to the application form:

**6. Supporting documents:**

Have you enclosed any photos / plans / sketches	Y / N
Have you enclosed copies of any correspondence	Y / N
Have you enclosed any other documents (please list)	Y / N
Have you enclosed the appropriate fee of <b>£400</b> ?	Y / N

## 7 Declaration

I declare that all information submitted in support of this application is, to the best of my knowledge, true and accurate. I confirm that I have read and understood the High Hedge guidance. I understand that the role of the Council is not to mediate between the parties but to act as an impartial decision maker. I understand that the information that I have given on this form may be held electronically and may be shared with other Council services and relevant Government agencies and other organisations

Your Signature: \_\_\_\_\_

Print your name: \_\_\_\_\_

Date signed: \_\_\_\_\_

## 8 Further Help and Assistance

If you need assistance to complete this form, or would like to discuss whether an application for a High Hedge Notice is applicable to your situation, please contact us on 01382 433105 or email us at [development.management@dundeecity.gov.uk](mailto:development.management@dundeecity.gov.uk). Guidance on the 'high hedges' pre-application requirements together with the application and enforcement process can also be found on our website [www.dundeecity.gov.uk/citydevelopment/highhedges](http://www.dundeecity.gov.uk/citydevelopment/highhedges)

**Please send this application form and copies of all supporting documents by e-mail to:**

[Planning.info@dundeecity.gov.uk](mailto:Planning.info@dundeecity.gov.uk)

or by post to

Dundee City Council  
City Development Department  
50 North Lindsay Street  
Dundee  
DD1 1LS