

APPLICATION FOR A HIGH HEDGE NOTICE

High Hedges (Scotland) Act 2013

(To be completed by the applicant who considers themselves affected)

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

1. Particulars of Applicant Particulars of Agent (if any)

Name Address Postcode Telephone Number Email Address Profession
Are you happy to be contacted by email? Y/N

2. About the Hedge

Owner (if known) Telephone Number of Owner (if known)
Email address of Owner (if known)
Is a map or sketch detailing the high hedge attached? Y/N
If not, why not?

3. Making a Complaint

Is the hedge made up of a row of two or more trees or shrubs? Y/N
Is the hedge over 2 metres (6foot 6 inches) 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 have you 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 / hedge owner of intention to make application - details:

Have you tried anything else that you would wish Inverclyde Council to be aware of - details:

**5. Your Application**

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 Inverclyde 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 (£220.00) Y/N?

**Please send this application form and copies of all supporting documents to:**

Head of Regeneration and Planning  
Inverclyde Council  
Municipal Buildings  
Greenock PA15 1LY

**PLEASE NOTE:** The role of Inverclyde Council is not to mediate between the parties but to act as an impartial decision maker. I understand what the role of the Council is and will not make any attempts to influence the Council representatives to act in an improper manner.

Signed:..... Date: .....

Print Name:.....

**Data Protection:** Inverclyde Council is obliged to comply with current Data Protection Laws and will use this information for the purpose of The High Hedges (Scotland) Act 2013 and related purposes, legislation and regulation.

Further information can be found at [www.inverclyde.gov.uk/privacy](http://www.inverclyde.gov.uk/privacy)