

## **HIGH HEDGES**

### ***Application for investigation***

Use this form to submit a complaint to the Council about a high hedge, under Part 8 of the Anti-social Behaviour Act 2003. It should be completed by the person making the complaint or their representative.

Before completing this form, please read the guidance notes sent with it and the leaflet High hedges: complaining to the Council.

3 sets of completed forms and plans should be submitted. Fee £350.00

**(Please type or use block letters)**

#### **1 Name and Address of Complainant/Agent**

Complainant's Name  
Address

Agent's Name (if any)  
Address

Postcode

Postcode

Daytime Tel. No.  
Email Address

Person to Contact  
Daytime Tel. No.  
Email Address

#### **2 Property affected by the Hedge**

2.1 Is it used solely as a domestic property (even if no-one is living there at present)?  
Answer **YES** or **NO**

2.2 If you have indicated '**NO**', please describe what the property is used for:

2.3 Address of the property if different to Question 1:

2.4 Name of Occupant:

2.5 Contact number of Occupant:

2.6 Name and address of Registered Owner of Property (if different to Question 1)

Telephone No.





---

**7 Previous complaints to the Council**

(complete where appropriate)

7.1 Has a formal complaint been made to the Council before about this hedge?  
Answer **YES** or **NO**

7.2 If you have ticked 'Yes', do you know Date: Reference Number:  
the date and/or reference number of  
the Council's decision letter?

7.3 What has changed since the Council last looked at this?

---

---

---

---

---

---

---

---

---

---

*NOTE: If nothing has altered, the Council might not proceed with your complaint.*

---

**8 Checking and Sending**

Have you:

- 8.1 Completed all sections of this form
- 8.2 Enclosed a photo of the hedge
- 8.3 Enclosed a location plan and detailed plan to scale
- 8.4 Enclosed copies of correspondence with your neighbour about the hedge
- 8.5 Enclosed copies of any other documents that you mention
- 8.6 Enclosed a cheque for £350 (non-refundable)

Tick Box


Signed

Date

on Behalf of

Send the application, plans and fee to:

**The Plans Processing Unit, City of York Council, West Offices, Station Rise, York,  
YO1 6GA**

---