

High Hedges (Jersey) Law 2008

Complain about a high hedge (P5)

This form should only be completed if your complaint meets all the criteria in section 1

1. Criteria for making a complaint

Is the hedge (or the portion that is causing the problems) made up of a line of two or more trees or shrubs?

Is the hedge mostly evergreen or semi-evergreen?

Is the hedge over two metres above ground level in height?

Even though there are gaps in the foliage or between the trees, is the hedge still obstructing light?

Is the hedge growing on land owned by someone else?

Is the property residential?

Are you (the complainant) the owner or occupier (eg tenant) of the property affected by the hedge?

YES	NO

2. Site of problem hedge

The address of the **land upon which the problem hedge is situated**

	Post Code:	

The **occupier of the property upon which the hedge is situated** (if known)

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The name and contact information of the **owner of the land or property upon which the hedge is situated**

	Telephone:	
	Mobile:	
	E:mail:	
	Post Code:	

3. Affected property

The **property affected by the hedge** and the name of the persons affected.

<input type="text"/>	Telephone:	<input type="text"/>
<input type="text"/>	Mobile:	<input type="text"/>
<input type="text"/>	Post Code:	<input type="text"/>
	E:mail:	<input type="text"/>

Complainant name and address

<input type="text"/>	Telephone:	<input type="text"/>
<input type="text"/>	Mobile:	<input type="text"/>
<input type="text"/>	Post Code:	<input type="text"/>
	E:mail:	<input type="text"/>

Agent name and address

<input type="text"/>	Contact:	<input type="text"/>
<input type="text"/>	Telephone:	<input type="text"/>
<input type="text"/>	Mobile:	<input type="text"/>
<input type="text"/>	Post Code:	<input type="text"/>
	E:mail:	<input type="text"/>

4. Attempts to resolve the complaint

Have you approached the neighbour or hedge owner and asked to discuss problem?

Yes No

Date of verbal approach

Have you approached the neighbour or hedge owner by letter or email?

Yes No

Date of written approach

Have you informed the neighbour or hedge owner of your intention to complain about the hedge?

Yes No

Date informing of intention

Any other approaches or additional information

If you've not tried all of the steps listed in this section, we may not be able to proceed with your complaint.

5. Grounds of complaint

Describe the problems experienced as a result of the hedge (attach a separate page if required)

Did the hedge exist when you moved in?

Yes No

If 'yes', how high was the hedge when you moved in?

 metres

When did you move in?

 Date

6. Previous complaints

Has a formal complaint been made to the department about this hedge before?

Yes

No

If 'yes', what was the date and reference number?

Date

Ref No

What's changed since the department last looked at this?

If nothing has altered, may not be able to proceed with your complaint.

7. Site visits

Officers from the Government of Jersey may need to visit the site in order to make an assessment of the proposal during the processing of the application.

Is the site visible from public land?

Yes No

We usually attend the site during the processing of the application. We'll tell you when we've visited the site.

Would you prefer that we pre-arrange any site visit?

Yes No

If 'yes' provide details on how to make arrangements for the site visit.

8. Checklist

	Standard information required to be submitted with the application	Yes	NA
1	Location plan	<input type="checkbox"/>	<input type="checkbox"/>
2	Site plan	<input type="checkbox"/>	<input type="checkbox"/>
3	Photographs of existing	<input type="checkbox"/>	<input type="checkbox"/>
4	Copies of all correspondence and documents mentioned in this form	<input type="checkbox"/>	<input type="checkbox"/>

DECLARATION

Important information

Before signing this form, read the following consent information carefully. It explains how your information will be used and provides a brief description of your rights under Jersey's Data Protection Law. For further information on how the department handles personal data visit www.gov.je/howweuseyourinfo

Complainant consent

I am aware and agree to the information supplied in this form, together with any other accompanying information, being used for the purpose(s) of assessing my high hedge complaint as defined in the High Hedges (Jersey) Law 2008.

I am aware of and agree that the information supplied in this form, together with any other accompanying information may also:

- be disclosed to other departments and relevant authorities so that you can consult with them about my complaint
- be made accessible to members of the public, be published in the local media and on your website when the Minister determines the complaint in a public forum

This includes my name, copies of any accompanying drawings, plans and supporting letters and documents. I understand that any personal sensitive information about me may be published or disclosed if it is imperative to the consideration of the complaint and in the public interest. I understand that all of the information I supply will be processed in accordance with Jersey's Data Protection Law.

Your rights

Under Jersey's Data Protection Law you have the right to:

- Withdraw your consent to the further processing of your information. However, this may cause delays or prevent us delivering a service to you or cause you to be in breach of other legal requirements
- Request that the processing of your personal data is restricted in instances where you believe the information being processed is inaccurate, out of date, or there are no legitimate grounds for the processing
- Challenge the accuracy of the information we hold about you and request that that it is corrected where necessary
- Complain about the way in which your personal data is being used
- Ask for a copy of the information we hold about you

Should you wish to exercise one of your rights contact +441534 445508 or planning@gov.je for further information.

Agent (where applicable) Signature..... Date.....

FULL NAME IN BLOCK LETTERS.....

Where this form contains personal information relating to more than one individual, all individuals must sign (continue on a separate sheet if necessary).

Complainant(s) Signature..... Date.....

FULL NAME(S) IN BLOCK LETTERS.....