



## Application for Hedgerow Removal Notice

These notes provide a checklist to determine what information the Council requires to be submitted with your application. If the information that is required is not included with your application, then it will be made invalid and we will not register or process it. In this case, we will try and speak directly to you stating what additional information is required and how this can be supplied.

Please supply one copy of each document and plan. Application forms can be obtained from the Council offices or website [www.cotswold.gov.uk](http://www.cotswold.gov.uk). Alternatively online applications can be made via the Planning Portal: [www.planningportal.gov.uk](http://www.planningportal.gov.uk)

If you are unsure about what needs to be supplied with your application please contact Customer Services (01285 623 000).

### Once you have completed this checklist please send it or a copy to us with your application

The regulations apply to any hedgerow which grows in or adjacent to any common land, local nature reserve, Site of Special Scientific Interest (SSSI), or land used for agriculture, forestry or the breeding or keeping of horses, ponies or donkeys **and** has a continuous length of at least 20 metres, or if less than 20 metres, meets another hedgerow at each end. The regulations do not apply to any hedgerow within the curtilage of, or marking a boundary of the curtilage of, a dwelling house.

Information required	Tick when provided
<b>Completed Application Form</b> Or the form in Schedule 4 to the Hedgerow Regulations 1997.	
<b>Evidence</b> of the date of planting.	
<b>No Fee</b>	
<b>Required Plans. (All plans should indicate: key dimensions and a scale bar. Imperial scales are <u>not</u> acceptable)</b> For further information, e.g. on electronic submission and submitting plans – <a href="#">Making a planning application</a>	
<b>Location Plan:</b> Ordnance survey based, at a scale of 1:1250 or 1:2500. <ul style="list-style-type: none"> <li>Up-to-date, with north marked, and sufficient to locate the site.</li> <li><b>Red</b> outline to application site</li> <li><b>Blue</b> outline to other land owned by the applicant.</li> <li>The plan must cover a large enough area to enable the location to be easily found.</li> <li>The plan must show the location and length of the hedgerow</li> </ul>	
<b>Landscaping Plan</b> – Required if new landscaping is proposed	
<b>Additional information that may be required</b>	<b>Tick when provided</b>
<b>Biodiversity Survey and Report</b> Required if an important wildlife site, habitat, natural feature or species could be affected. Advice is available from the Council website: <a href="#">When is an assessment required?</a> and <a href="#">What information is needed?</a>	



**Tree Survey/Arboricultural Impact assessment** in accordance with the guidance in *British Standard 5837 Trees in relation to design, demolition and construction – Recommendations*

- Required for any proposal involving development (including hard surfacing, structures, site set up, utilities, excavations or changes in ground level) within 15m of any tree protected by a Tree Preservation Order or within 10m of any other tree that measures either 5m or over in height or is 250mm or more in trunk diameter (trunk measured at 1.5m above ground level) This information should be prepared by a qualified Arboriculturist.

Advice is available from the Council website: [Trees & Development Control](#).

**Please Note: Cotswold District Council reserves the right to request further information, not listed above, that is reasonably required for the determination of your application.**