

Prototype output only, demonstrating that the planning application data standard can generate a working form; not a production service and not to be issued as an official application form.

Householder planning application

A simplified process for applications to alter or enlarge a single house (but not a flat), including works within the boundary/garden

Submission details

Details about the submitted payload, including how it is identified, routed, validated, handled and traced

Submission reference

A unique reference for the submission

Specification profile

The specification profile used to determine context-specific allowed codelist values for the application

☐

MHCLG core – The core national specification profile used by MHCLG.

☐

GLA – The Greater London Authority profile used where GLA-specific requirements apply.

☐

National public view – The national public view publication profile.

Submitted at

The date and time the application was submitted

Created at

The date and time the submission payload was created

Documents

List of submitted documents with references and details

Reference

Unique reference for the document within this application submission, generated by the submitting system

Name

The name or title of the document

Description

Brief description of what the document contains

Document types

List of codelist references that the document covers

You may provide more than one answer.

- ☐ Acoustic report – A report measuring the noise environment for a new development or its effect within a proposed development
- ☐ Affordable housing statement – This statement should set out how the development scheme will comply with the local authority's affordable housing policy
- ☐ Air quality assessment (AQA) – An assessment of the impact on air quality around the development and during the construction phase
- ☐ Arboricultural impact assessment – A supporting report from an arboriculturist for any proposed work on trees - providing detail on the conditions of the trees on or next to the development site
- ☐ Archaeological assessment – An evaluation to identify and assess the potential of an area to contain as-yet unrecorded archaeological sites
- ☐ Biodiversity survey and report – Information on biodiversity interests and protected species and any possible impacts on them from the development, plus details of any measures proposed to mitigate or compensate for the impacts
- ☐ Community infrastructure levy (CIL) form – A form that must be completed to determine whether the development is subject to a CIL payment
- ☐ Condition of Trees – Written arboricultural advice
- ☐ Application form – The application form required for a planning application, including the relevant sections and questions
- ☐ Daylight and sunlight assessment – An assessment to evaluate the potential impact of a proposed development on the amount of natural light received by surrounding properties
- ☐ Design and access statement – A report accompanying and supporting a planning application that explains how a proposed development is a suitable response to the site and its setting, and demonstrates that it can be adequately accessed by prospective users
- ☐ Elevation - existing – What a building or structure currently looks like from the outside at a scale of 1:50 or 1:100
- ☐ Elevation - proposed – Showing how the building will look after work has been carried out at a scale of 1:50 or 1:100
- ☐ Energy statement – A detailed report about how a planned development will meet the energy efficiency standards set by the local planning authority
- ☐ Environmental Impact Assessment (EIA)
- ☐ Environmental Statement – A statement setting out an assessment of the likely environmental effects of the proposed development - this is only required if the local planning authority deem the application to have environmental impacts after the Environmental Impact Assessment has been assessed
- ☐ Flood risk assessment – An assessment of flood risk that needs to be completed if the proposed development is within a flood risk zone to show the potential impacts of the development on flooding and propose mitigation, such as SuDs
- ☐ Floor plan - existing – Floor plans showing the building as it is now, usually at a scale of 1:100, but can be 1:50 if done to maintain consistency from the elevation drawings
- ☐ Floor plan - proposed – Floor plans showing the proposed changes to the building, usually at a scale of 1:100, but can be 1:50 if done to maintain consistency from the elevation drawings
- ☐ Heritage impact assessment – If the site is close to a heritage asset or conservation area a report is needed to assess the effect of the proposed development on the significance of the heritage
- ☐ Heritage statement – This statement describes a heritage asset, its significance and the proposed works that are being applied for
- ☐ Hydrocarbon Licence – Proof of exploration rights from North Sea Transition Authority (NSTA)

- ☐ Land contamination assessment – Report on potential land contamination issues - if contamination is found on site remediation and mitigation proposals will need to be included
- ☐ Landscaping plan – A plan of a site considering both soft-landscaping (natural elements like flowers, trees, and grass) as well as hard-landscaping (man-made features like lawn furniture, fountains, and sheds)
- ☐ Lighting assessment – A lighting assessment is required for all applications that include use of floodlighting or a significant amount of external lighting
- ☐ Location plan – A location plan that shows the site outlined clearly in red in relation to the surrounding area, at a scale of 1:1250 or 1:2500, showing at least 2 named roads and surrounding land and buildings. A blue line must be drawn around any other land owned by the applicant close to or adjoining the application site
- ☐ Noise and Traffic Assessment – Evaluates operational impact on surrounding communities
- ☐ Noise assessment – A report that assesses the impact of noise from the proposed development on the surrounding area
- ☐ Site photographs – Pictures to show the existing context and condition of the site and surrounding area
- ☐ Planning statement – The statement identifies the context and need for a proposed development, and assesses how the development is in accordance with the relevant national and local policies
- ☐ Roof plan - existing – Drawing showing the roof as it is now
- ☐ Roof plan - proposed – Drawing showing the proposed changes to the roof
- ☐ Schedule of Works
- ☐ Section - existing – A plan that shows an existing vertical cut through a building or site, revealing the interior and exterior profiles
- ☐ Section - proposed – A plan that shows the proposed vertical cut through a building or site, revealing the interior and exterior profiles
- ☐ Site plan – A site plan that shows the proposed development in relation to the site boundaries and other existing buildings at a scale of 1:200 or 1:500 is advised
- ☐ Site restoration plan
- ☐ Sketch Plan – Often a plan showing the position of the trees listed in an application
- ☐ Statement of community involvement (SCI) – Sets out how residents and businesses have been involved in the design and development process of the proposals
- ☐ Structural damage report – A report that relates specifically to the structural condition of the property if it has been affected by nearby trees
- ☐ Subsidence Report – A report by an engineer or surveyor describing damage, vegetation, soil, roots, and repair proposals
- ☐ Sustainable Drainage Strategy (SuDS)
- ☐ Transport assessment or statement – A description and analysis of the existing transport conditions and details of the expected impact of the proposed development on the local transportation system
- ☐ Travel plan – A package of actions to encourage safe, healthy and sustainable travel options for a new development
- ☐ Ecology Assessment – A document to identify how protection of biodiversity and habitat quality will be achieved and enhanced, where possible.
- ☐ Fire statement – A report that sets out how the proposal handles the fire safety aspects, including details of fire safety measures, access for firefighting, and evacuation plans.
- ☐ Habitat baseline plan

- ☐ Proposed habitat plan
- ☐ Sustainability statement – A report that outlines how the development will meet sustainability objectives, including energy efficiency, water conservation, and waste management.
- ☐ Biodiversity Net Gain Metric – A metric used to assess the biodiversity value of a site before and after development, ensuring that the development results in a net gain for biodiversity.
- ☐ Site investigation – A report or investigation assessing ground conditions and potential contamination risks at the site, including whether further investigation, risk assessment or remediation is needed.
- ☐ Construction management plan – A plan setting out how construction works will be managed to reduce impacts during development, including matters such as access, deliveries, working hours, noise, dust and parking.
- ☐ Waste management plan – A plan setting out how waste from the proposed development will be stored, collected, managed or disposed of during construction or operation.
- ☐ Water impact assessment – An assessment of how the proposed development may affect water bodies, water quality, water supply or related water environments.

Uploaded date

The date the document was uploaded to the application

File

Details of the digital file attached to a submission

Base64

Base64-encoded content of the file for inline file uploads

Filename

Name of the file being uploaded

MIME type

The file's MIME type such as application/pdf or image/jpeg

File size

Size of the file in bytes that can be used to enforce limits

Fee

The fee payable for the application including amounts and transaction details

Amount

The total amount due for the application fee

Amount paid

The amount paid towards the application fee

Transactions

References to payments or financial transactions related to this application

You may provide more than one answer.

Access and rights of way

Details of any changes the proposed development would make to existing access arrangements or public rights of way

New or altered vehicle access

Is a new or altered vehicle access proposed to/from the public highway

☐

True – The statement is true

☐

False – The statement is false

☐

Unknown – The answer is unknown

New or altered pedestrian access

Is a new or altered pedestrian access proposed to/from the public highway

☐

True – The statement is true

☐

False – The statement is false

☐

Unknown – The answer is unknown

Change to right of way

Will the proposal change public rights of way (diversion/extinguishment/creation)

☐

True – The statement is true

☐

False – The statement is false

☐

Unknown – The answer is unknown

Supporting documents

References to supporting documents that have been uploaded with the application

Reference

A unique reference for the data item

Agent contact details

Name and contact information if an agent is being used.

Agent reference

A reference to an agent object

Contact details

A structured object containing contact information for an individual. This component is required for planning in principle (PiP) applications and optional for other application types. Contains email and phone contact information.

Email

The email address that can be used for electronic correspondence with the individual

Phone number(s)

One or more telephone numbers to contact individual

Phone number

A phone number

Contact priority

The priority of a number

☐

Primary – The preferred item to use

☐

Secondary – The option to use if primary is not working

Agent details

Name and contact information if an agent is being used.

agent

Details of the agent

Reference

A unique reference for the data item

Person

Detail to help identify a person

Title

The title of the individual

First Name

The first name of the individual

Last Name

The last name of the individual

Contact address

A structured object containing an address used for correspondence.

Address Text

Text representation of an address or site

Postcode

Postcode for a contact address or site

UPRN

Unique Property Reference Number for a property

Company

The name of a company (that the agent works for)

User role

The role of the named individual. Agent or proxy

☐

Agent – A professional agent working for the applicant

☐

Proxy – An individual working on behalf of the applicant but not in a professional capacity

Applicant contact details

Telephone number and email address of the applicant.

Applicant reference

Reference to match contact details to a named individual from the applicant details component

Contact details

A structured object containing contact information for an individual. This component is required for planning in principle (PiP) applications and optional for other application types. Contains email and phone contact information.

Email

The email address that can be used for electronic correspondence with the individual

Phone number(s)

One or more telephone numbers to contact individual

Phone number

A phone number

Contact priority

The priority of a number

☐

Primary – The preferred item to use

☐

Secondary – The option to use if primary is not working

Applicant details

Name and contact information for the parties making the application.

Applicants

Details of an individual applicant for the planning application, including their personal information and contact details

Reference

A unique reference for the data item

Person

Detail to help identify a person

Title

The title of the individual

First Name

The first name of the individual

Last Name

The last name of the individual

Contact address

A structured object containing an address used for correspondence.

Address Text

Text representation of an address or site

Postcode

Postcode for a contact address or site

UPRN

Unique Property Reference Number for a property

Biodiversity net gain

How any natural habitats on the development site will be improved by the proposed works.

Biodiversity gain exemption

Statement whether the biodiversity gain condition will apply if permission is granted. Householder applicants need to confirm the biodiversity gain condition does not apply.

☐

Yes

☐

No

Checklist

Checking whether all the requirements of the form have been met, such as proof of payment or supporting documentation.

National requirement types

List of the document types required for the given application type

You may provide more than one answer.

Conflict of interest

Details of any conflict of interest that may exist between the applicant and planning authority.

Conflict to declare

Indicates whether any named applicant or agent has a relationship to the planning authority that must be declared

☐

Yes

☐

No

Person reference

Reference to the applicant or agent with the conflict

Conflict details

Details of the conflict of interest including name, role and how the individual is related to the planning authority

Declaration

Signed and dated verification of the application's accuracy.

Person reference

Declaration must be made by an applicant or agent making the application

Declaration confirmed

Confirms the applicant or agent has reviewed and validated the information provided in the application

☐

Yes

☐

No

Declaration date

The date the declaration was made

Materials

What materials are being used for the proposed development

Proposal material details

Whether the proposal involves material details that need to be provided

☐

Yes

☐

No

Building elements

Details of materials for a specific building element such as walls, roof, windows or doors

Building element type

The part of building the materials relate to, such as walls, roofs, windows, or doors

- ☐ Walls – A vertical construction that bounds or subdivides spaces
- ☐ Roof – A covering of the top part of a building, it protects the building against the effects of weather
- ☐ Windows
- ☐ Doors
- ☐ Boundary treatments
- ☐ Vehicle access and hard-standings
- ☐ Lighting
- ☐ External walls
- ☐ Roof covering
- ☐ Chimney
- ☐ External doors
- ☐ Ceilings
- ☐ Internal walls
- ☐ Floors
- ☐ Internal doors
- ☐ Rainwater goods
- ☐ Other

Existing materials

Description of the materials currently used for this building element

Proposed materials

Description of the materials proposed for this building element as part of the development

Materials not known

Indicates the materials for this building element are not yet known

- ☐ Yes
- ☐ No

Providing additional material information

Is the applicant providing additional materials information on submitted plan(s)/drawing(s)/design and access statement?

☐

Yes

☐

No

Supporting documents

References to supporting documents that have been uploaded with the application

Reference

A unique reference for the data item

Ownership certificates and agricultural land declaration

Who will be affected by the proposal and whether they have been notified, such as agricultural tenants

Sole owner

Is the applicant the sole owner of the land?

☐

Yes

☐

No

Agricultural tenants

Are there any agricultural tenants on the land?

☐

Yes

☐

No

Owners and tenants

List of known owners and agricultural tenants

Person

details of the owner (or tenant when not a listed building consent application)

Title

The title of the individual

First Name

The first name of the individual

Last Name

The last name of the individual

Contact address

A structured object containing an address used for correspondence.

Address Text

Text representation of an address or site

Postcode

Postcode for a contact address or site

UPRN

Unique Property Reference Number for a property

Notice served date

Date when notice was served

Ownership certificate type

The type of ownership certificate based on ownership and tenancy status

☐

Certificate A – Applicant is the sole owner of the land and there are no agricultural tenants.

☐

Certificate B – Applicant knows all other owners or agricultural tenants and has notified them.

☐

Certificate C – Applicant knows some of the other owners or agricultural tenants and has notified those they know.

☐

Certificate D – Applicant does not know any of the other owners or agricultural tenants.

Steps taken

Description of steps taken to identify unknown owners or tenants

Newspaper notices

Details of notices published in papers

Newspaper name

Name of the newspaper where notice was published

Publication date

Date when the notice was published

Person reference

Declaration must be made by an applicant or agent making the application

Declaration confirmed

Confirms the applicant or agent has reviewed and validated the information provided in the application

☐

Yes

☐

No

Declaration date

The date the declaration was made

Parking arrangements

Details of any changes the proposed development would make to parking facilities.

Existing parking affected

Will the proposed works affect existing car parking arrangements

☐

Yes

☐

No

Description

A description of how the proposed works will affect existing car parking arrangements

Pre-application advice

Details of pre-application advice previously received from the planning authority

Pre-application advice sought

Whether pre-application advice has been sought from the planning authority

☐

Yes

☐

No

Planning officer name

Name of the planning officer who provided the pre-application advice

Reference

A unique reference for the data item

Advice date

Date when pre-application advice was received, in YYYY-MM-DD format

Advice summary

Summary of the pre-application advice received from the planning authority

Description of the proposal

What development, works or change of use is proposed

Proposal description

A description of the development, works, change of use or reserved matters for which approval is sought

Proposal started

Has any work on the proposal already been started

☐

Yes

☐

No

Proposal start date

The date when work on the proposal started, in YYYY-MM-DD format

Proposal completed

Has any work on the proposal already been completed

☐

Yes

☐

No

Proposal completion date

The date when work on the proposal was completed, in YYYY-MM-DD format

Site details

Where the proposed development will be built.

Site locations

Details of the sites where development or works are proposed

Site boundary

A polygon or multipolygon boundary

Site address

A structured object containing an address used to describe a development site.

Address Text

Text representation of an address or site

Postcode

Postcode for a contact address or site

UPRNs

Unique Property Reference Numbers (UPRNs) for existing premises within a site boundary

You may provide more than one answer.

USRNs

Unique Street Reference Numbers (USRNs) associated with the site

You may provide more than one answer.

Easting

Easting coordinate in British National Grid (EPSG:27700)

Northing

Northing coordinate in British National Grid (EPSG:27700)

Latitude

Latitude coordinate in WGS84 (EPSG:4326)

Longitude

Longitude coordinate in WGS84 (EPSG:4326)

Site Visit Details

Information to help the planning authority arrange a site visit

Site seen from public area

Can site be seen from a public road, public footpath, bridleway or other public land

☐

Yes

☐

No

Site visit contact type

Indicates who the authority should contact to arrange a site visit

☐

Applicant – The applicant of the application

☐

Agent – The agent who completed the form

☐

Other – Another person who should be contacted to arrange a site visit

Contact reference

The reference of the applicant or agent who should be contacted for site visits

Other site visit contact

Details of specifically named contact for site visits

Full name

The complete name of a person

Phone number

A phone number

Email

The email address that can be used for electronic correspondence with the individual

Trees and hedges information

Details of trees and/or hedges that will be affected by the proposed development

Falling trees risk

Whether there are falling trees on-premises or adjacent premises that are a risk to the development

☐

Yes

☐

No

Falling trees document

Details of document showing location of trees that pose a risk to the development

Reference

A unique reference for the data item

Tree removal

Whether trees or hedges need to be pruned or removed

☐

Yes

☐

No

Tree removal plan

Details of document showing location of trees and hedges to be removed or pruned

Reference

A unique reference for the data item