

Forthcoming updates to the online planning application system

Question set updates

We have reviewed and updated the following question sets. These will take effect for all new applications made after the changes are implemented.

Title fields

Based on common user feedback and best practice advice, we are changing all the title fields in the question set from a selection-based menu input to an optional free text field.

The user registration and edit profile section of the site has already been updated reflected this change.

Updates to question options

Certificates

Update the certificate chooser and Certificate B to allow sole owners of agricultural holdings to complete the certificate section correctly, based on confirmation of the correct process from the Ministry of Housing Communities and Local Government (MHCLG).

Use classes

Update the list of use classes to match latest government application templates in the following questions:

- LDC Proposed Use - Grounds for application
- Non-residential floorspace
- Hours of opening

Residential categories

Updates the housing categories and dwelling types to be in line with MHCLG specifications, removing the current interim workaround solution.

Hazardous substances

Update question with list of substances that matches current application form templates published by Welsh Government and MHCLG.

Works to trees - What are you applying for?

Consolidate details previously requested in this and two other questions ('Trees - Additional information' & 'Tree Preservation Order details') to allow specific information to be requested and mandated based on the type of work proposed and the location and protected status on each of the trees involved.

This also resolves the issue where users had to answer questions incorrectly to allow them to bypass fields that were not relevant to their proposal.

Non-material amendment - Description of your proposal

Add 'Permission In Principle/Technical Details Consent' to the drop-down list of original application types.

Multiple 'other' items

Where users can specify 'Other' items, allow multiple 'Other' items to be added in the following questions:

- Materials
- Vehicle Parking
- Non-residential floorspace
- Hours of opening

Updates to mandatory/optional fields

Applicant/Agent contact details

To ensure LPAs have sufficient details for the primary contact on all new applications:

- Where there is no agent, applicant phone number and email address are now mandatory.
- Where there is an agent, agent phone number and email address are mandatory.

These details will still be populated from user's registered account details where relevant.

Pre-application advice

Make 'Officer surname', 'Date' and 'Details of the pre-application advice received' mandatory if user states that pre-application advice has been obtained.

Vehicle parking

Where vehicle types are added, remove the default '0' value and make entry of a value mandatory.

Employment

If 'Yes' makes the fields for existing employees mandatory (users can enter '0' if no existing employees).

Fowl sewage

Makes the 'Other' field mandatory if selected.

Industrial or Commercial Processes and Machinery

Introduces initial Y/N question (*Does this proposal involve the carrying out of industrial or commercial activities and processes*) to determine if section is relevant to the proposal. If 'Yes' to the initial question, makes the following sections mandatory.

If adding details of waste management (where relevant), the details made mandatory.

LDC Proposed Use - Description of proposal

Makes the 'Has the proposal been started?' question mandatory.

LDC Proposed Use - Grounds for application

Where 'Other' uses are added, makes the description field mandatory.

Where the proposed operation or use is stated as 'Temporary', makes provision of details mandatory.

LDC Existing Use - Grounds for application

Make initial 'Under what grounds is the certificate being sought' question mandatory.

Ask user 'Is the certificate being sought for a use, operation, or activity in breach of a condition or limitation?' if it is, make the reference number, condition number and date of the relevant consent mandatory.

Demolition of Listed Building

Make the Yes/No questions in regard to the type of demolition mandatory.

Listed building alterations

Update the question logic to only show the final 'If yes' question if there are 'Yes' responses to the previous questions. Makes the question mandatory if shown.

Proposed advertisements

Where a user states that an advert/sign will be illuminated, it makes provision of the relevant details mandatory.

Prior Approval: Building for agricultural/forestry use

Makes all question fields for 'Proposed building' question mandatory (unless previous question fields make them not relevant).

Other fixes

- Update calculation of non-residential floorspace based on MHCLG confirmation of method.
- Stop the default use of '0' when specifying time periods for agricultural/forestry prior approvals.