

Enfield Council – Development Management Service

Accessing Planning Application Information Online - At-a-Glance User Guide

Dated: May 2014

Features	This means that you can...	What you have to do...
Easy start	View information on planning applications made to the Enfield Council. If you Register (See below) you can make comments online.	go to the Council's website at www.enfield.gov.uk select "View and Comment on Planning Applications" from the left-hand menu, then select the "Search Planning Applications" button.
Simple Search	Search by Keyword(s), this can be application number, part of an address, postcode, or proposal description.	Enter easy search terms to view a list that you can sort to find the application you are looking for.
Advanced Search	Find several applications that have something in common, such as Ward, Decision or Application Type.	Enter a range of search terms, sort the results and select the application you are looking for.
Map search	View applications on a map with the option to zoom in and out. You can identify the application reference, and summary details are given on the screen.	Select the area and time period for your application search and use the Zoom in/out, to move into your selected area on the map and find the application you are looking for.
Property Search	Find out what is happening at a particular address.	Enter part of an address or use the A to Z Street Search option for a listing and then select the address required.

View Planning lists	view validated or determined applications over a certain period of time and/or within a certain Ward	select Weekly or Monthly lists and the options you would like to see
Registration - optional	Utilise the next three options by Registering your details. In doing so you can opt to receive email notifications on applications	Register your details and create your own personal profile then validate when your confirmation e-mail arrives. Log in on future visits.
Comment online	comment on current planning applications submitted to Enfield Council	select "Make a Public Comment" and complete details as requested (please supply your name and full address) and submit.
Save searches	Save time when you next visit the site.	Select "Save Search" and complete details as requested to save your searches for specific properties or areas.
Track applications	keep up-to-date with what is happening to your own application or ones that interest you with email alerts	To track applications, select "Track" for any applications that interest you and then they will appear in your profile each time you log on.

FURTHER INFORMATION

A detailed User Guide is also available on our website at www.enfield.gov.uk

If you require further information about an application you have viewed online, please contact the planning team at development.control@enfield.gov.uk

If you have any questions or comments concerning this Guide please contact Su Whybrow, Business Manager, Development Management, Enfield Council, Civic Centre, Silver Street, Enfield, EN1 3XA or by email to su.whybrow@enfield.gov.uk