

Public Access

Accessing Planning Information Online

Public Access means you can view, create searches, track and comment on planning applications online. Access is 24/7 giving you a non-time restrictive service to fit in with your day. It is our online register of planning applications.

The links below will take you directly to each of the legacy system areas:

- [Hambleton](#)
- [Harrogate](#), Craven and Scarborough – this will be the main Public Access as other areas start to join the hosted IDOX systems over the next year.
- [Minerals and Waste/School applications](#) please note this is not Public Access and therefor the following notes do not apply to these applications
- [Richmondshire](#)
- [Ryedale](#)
- [Selby](#)

It contains details about planning applications going back to as far 1974, dependant on location, and for more recent applications the associated documents as well – such as plans or other supporting information.

Information on appeals is also available.

Please note that planning applications are available on Public Access once all of the required information has been received – therefore if the application is submitted without all of the required information it will be held as incomplete until such time as the information has been submitted.

Registering

What are the benefits of registering?

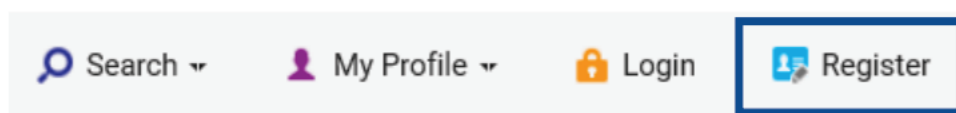
You can:

- create your own personal profile
- save details of searches you have made
- track specific applications which you are interested in receive automatic email notification of
- changes to applications that you are tracking

Some of these elements are only available to those that have registered.

Registration Process

Currently you will need to register on each area's Public Access that covers your areas of interest e.g. Harrogate and Craven.



Start by selecting register on the top right of the page.

Basic information such as name, email address and postal address are required.

Title	
First Name *	
Surname *	
Phone Number	
A confirmation email will be sent to the email address you provide below.	
Email Address *	
Confirm Email Address *	
Your password must be between 8 and 24 characters long, contain at least one uppercase, one lowercase and one numeric character.	
Password *	
Confirm Password *	
Next	

Following acceptance of the terms and conditions of use, an email will be sent to the account you are wanting to register with a link. **You must click this link to activate your account before you can begin to use the extra functions such as saved searches.**

Searching

Users can undertake various searches to find planning applications of interest:

- **Simple** - search quickly for planning applications or appeals according to some entered text i.e reference
- **Advanced** - search according to a wide combination of relevant factors - such as by **Parish** or **Ward**
- **Weekly/monthly list** - search for applications whose status is validated or decided within a particular time period
- **Property** - search for a particular property to which applications may apply
- **Map** - search using an interactive map tool

Setting up 'Development Alerts' for new applications within a Ward/Division

Once you have searched for an application you can save that search and ask to be notified when any new planning applications fitting the search criteria are received – this is called a **'Development Alert'**.

First go to the Advanced Search screen and complete as follows:

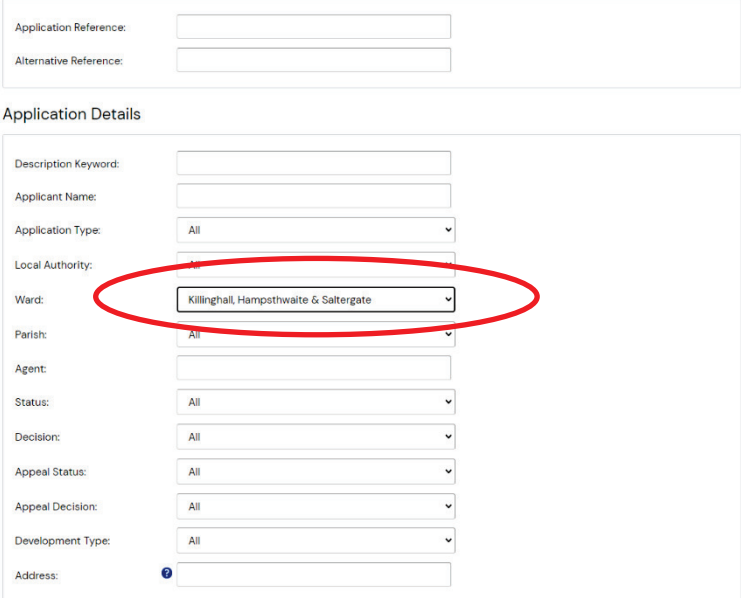
Application Details

Ward – pick the relevant Ward from the drop down list – please note you can only select one Ward – so if you want to know about planning applications in other Wards – you will need to set up separate Searches/Development Alerts

For this example we will use Killinghall, Hampsthwaite and Saltergate

Scroll to the bottom of the page and select the search button.

Please note – you can add dates in the bottom section (below) but by leaving these blank, all results will be returned which is better if you want to save the search.



Application Reference:

Alternative Reference:

Application Details

Description Keyword:

Applicant Name:

Application Type:

Local Authority:

Ward:

Parish:

Agent:

Status:

Decision:

Appeal Status:

Appeal Decision:

Development Type:

Address:

Dates

Enter a date range (a start date and an end date) for the criteria that you are interested in. The date fields may be entered manually using the date format dd/mm/yyyy (e.g. 01/07/2019). Alternatively, click on the calendar button and pick a date.

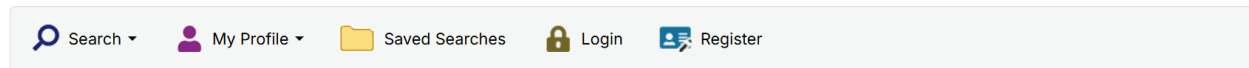
Date Validated:			to:		
Date Actual Committee:			to:		
Decision Date:			to:		
Appeal Decision Date:			to:		

Search

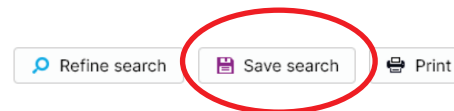
Reset

You can now set up the **Development Alert** by clicking on the Save search button at the top right hand side.

Search planning applications



Planning – Results for Application Search



Save the search with something memorable as a title and that relates to the search you have undertaken.

If you want to receive emails for when this information is updated e.g. a new application validated then it is important that you select yes to being notified by email

My Profile – Save Search

Saved Search Options

Search Title (editable) Killinghall Ward Planning Applications

Notify me via email about new search results ☒ Yes ☐ No

Last Run Date Search not run yet.

Save Cancel

Finally click save

You will then be emailed about any new planning applications that are registered and fit the criteria of the search.

My Profile – Saved Searches

[? Help with this page](#)

✓ Your search has been saved. You can re-run and edit your search on this page at any time.

[Profile Details](#) **Saved Searches** [Notified Applications](#) [Tracked Applications](#)

Run	Edit	Delete	Search Title	Search Type
			Killinghall Ward Planning Applications	Application

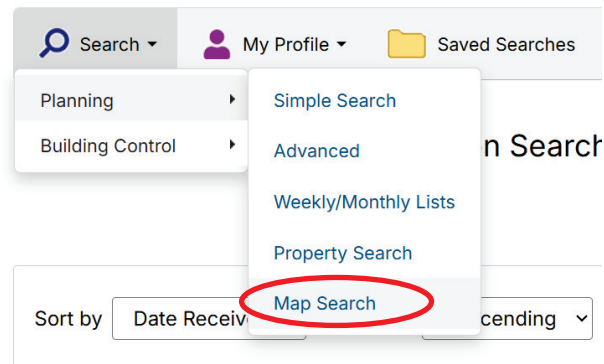
You should then see a screen similar to this one above – as you add more searches then you will see more and more lines.

Map Searches

You can also save a map search.

Click on the search drop down and select the option for map search.

Search planning application:



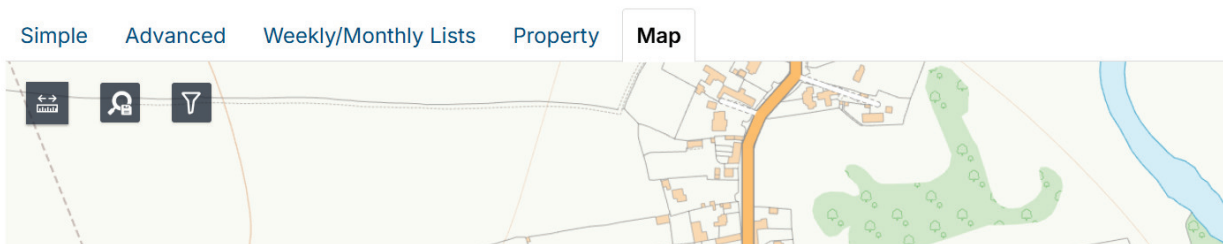
Zoom into the area you are interested in, using the scroll wheel on your mouse or the + and – buttons on the top left side. Note – there is a help section at the top of the screen that you can expand to explain all options.

Search planning applications



Planning – Map Search

[Click here for help with using the map.](#)

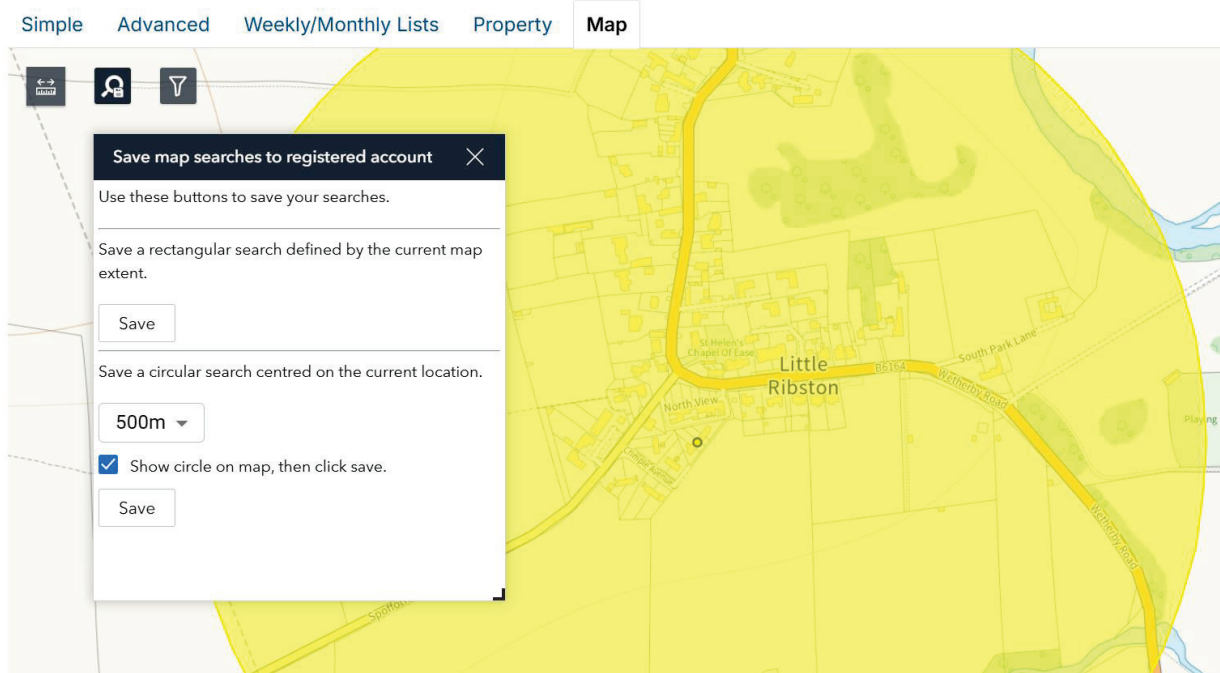


Select the magnifying glass on the map -



Which will open a further drop down

[Click here for help with using the map.](#)



Select the relevant option that suits your interest – you can change the search circle diameter but can preview it first by selecting the show circle on map option.

Again select save.

This will give you the same save options as shown in the screenshots above so again, save the search with a relevant name. **Select notify by email- yes** if you are wanting to be updated on applications by email.

Email alerts

If you have saved searches and opted for email updates, you will receive one email a day, when there is a change to the status of applications within your search e.g. new applications have been validated or an application has been determined.

The email will look similar to this

-

New notifications

Dear Sir/Madam,
[Click here to manage your Saved Searches and Tracked Applications](#)
The following results have been updated recently:
Saved Search Results
Killinghall Demo
[First floor front extension. Single storey rear extension. - 86 Pennywort Grove Harrogate North Yorkshire HG3 2XJ](#)
Ref. No: 25/02552/FUL | Received date: Wed 23 Jul 2025 | Status: Application Permitted | Case Type: Planning Application
[Demolition of existing conservatory, replacement single storey rear extension and single storey side extension. - 16 Sorrel Grove Harrogate North Yorkshire HG3 2XE](#)
Ref. No: 25/02888/FUL | Received date: Tue 19 Aug 2025 | Status: Application Permitted | Case Type: Planning Application
[Felling of 2 No. Prunus \(T1 and T2\) of Tree Preservation Order 13/1996. \(T1 And T2 on submitted plan\) - The Poplars 9 Ripon Road Killinghall North Yorkshire HG3 2DG](#)

Please ensure you add noreply_planning@northyorks.gov.uk to your safe senders so this email goes to your inbox and not junk folder.

The areas that are shaded blue are the hyper links and clicking on this will take you straight to the case on public access