

MC/14/3516

Date Received: 28 November, 2014

Location: 16 New Road, Chatham, ME4 4QR

Proposal: Conversion of existing office building into three self-contained residential units consisting of 2 one bedroom flats and 1 two-bedroom maisonette together with two storey rear extension and external alterations (demolition of existing rear extension) and resubmission of MC/14/2389

Applicant: Kelvedon Properties Ltd

Agent: Mr R Shreeve Robert Shreeve Associates Ltd Stable Office  
Furnace Farm Furnace Lane Lamberhurst, Kent TN3 8LE

Ward Chatham Central

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**Recommendation of Officers to the Planning Committee, to be considered and determined by the Planning Committee at a meeting to be held on 4 March 2015.**

**Recommendation - Approval with Conditions**

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990 (as amended).

- 2 The development hereby permitted shall be carried out in accordance with the following approved plans:  
RS14.33.BP01B, RS14.33.SP01A, RS14.33.EX01A, (Received 28 November 2014); RS14.33.PL06A (19 January 2015), RS14.33.PL05D (Received 21 January 2015)

Reason: For the avoidance of doubt and in the interests of proper planning.

- 3 No development shall take place until details of secure bicycle storage and waste storage enclosures have been submitted to and approved in writing by the Local Planning Authority and the work shall be carried out in strict accordance with those details.

Reason: To ensure that the appearance of the development is satisfactory and without prejudice to conditions of visual amenity in the locality, in accordance with Policy BNE1, BNE14 and BNE17 of the Medway Local Plan 2003.

- 4 All materials used externally including that of the proposed extension shall match those of the existing building.

Reason: To ensure that the appearance of the development is satisfactory and without prejudice to conditions of visual amenity in the locality, in accordance with Policy BNE1 of the Medway Local Plan 2003.

- 5 No development shall take place until details of the extension have been submitted to and approved in writing by the Local Planning Authority. This will include details at scale 1/5 of the eaves, windows and door openings, window and door joinery. No work shall be carried out until the approval of such details in received in writing from the Local Planning Authority and the work shall be carried out in strict accordance with those details.

Reason: To ensure that the appearance of the development is satisfactory and without prejudice to conditions of visual amenity in the locality, in accordance with Policy BNE1, BNE14 and BNE17 of the Medway Local Plan 2003.

- 6 Sound proofing to be carried out in accordance with the following method statement:

a) Separating floors. This would be carried out from above (i.e. existing ceilings will not be disturbed) by careful removal (no cutting) of existing floor boards (to be numbered and set aside for re-laying).

b) Separating walls. Where existing walls are to be upgraded to separating standard by removal and/or over-lining of existing linings as previously described, existing skirting boards, picture rails, architraves etc. where original or historic, are to be carefully removed & numbered for re-fixing after installation of Soundbloc plasterboard. Any replacement features as may be required should exactly match existing.

c) General. All new sound & fire resisting construction elements to be screw rather than nail fixed to existing structure to minimise dust & vibration.

Reason: to preserve historic features.

Reason: In the interests of the protection of the listed building in accordance with Policy BNE17 of the Local Plan

- 7 No development, in this case the removal of the railing, shall take place until details of and specification of the front railing, notwithstanding the note on the received plans, have been submitted to and approved in writing by the Local Planning Authority. The railing is to be replaced to match the historic pattern and the work shall be carried out in strict accordance with the details submitted.

Reason: To ensure that the appearance of the development is satisfactory and without prejudice to conditions of visual amenity in the locality, in accordance with Policy BNE1, BNE14 and BNE17 of the Medway Local Plan 2003.

- 8 No development shall take place until details of sound insulation between floors and acoustic measures required for windows have been submitted to and approved in writing by the Local Planning Authority and the work shall be carried out in strict accordance with those details.

Reason: To ensure that the appearance of the development is satisfactory and to protect the amenity of future occupants, in accordance with Policy BNE1, BNE2 and BNE17 of the Medway Local Plan 2003.

**For the reasons for this recommendation for approval please see Planning Appraisal Section and Conclusions at the end of this report.**

### **Proposal**

This application is for the conversion of existing office building into three self-contained residential units consisting of 2 one-bedroom flats and 1 two-bedroom maisonette together with two storey rear extension and external alterations (including demolition of existing rear extension) .

This application is the resubmission of Application MC/14/2389. A description of the external works include:

Rear:

- The Construction of a pitched roof rear extension with parapet wall to adjacent boundary to replace existing extension and metal stairs
- Creation of new sash window to the side of extension and new pair of doors
- Construction of a black metal railing to top of existing retaining wall with a raised planting bed to the rear
- Blocking up of existing UPV door to the rear at first floor level
- Replacement of 2 No. existing casement windows to be replaced with sliding sash window

Front

- 2 No. windows to the front elevation to be replaced with sash window to match existing (At Lower Ground Floor and Second Floor)
- Reposition of new metal railing with new gate to match existing
- Existing UPVC door and frame to the lower ground floor under the staircase is to be removed (now used for refuse storage)
- Repair works and painting to sliding sash windows and main door and fanlight

A number of internal alterations are proposed to facilitate the conversion as identified in the Planning Statement and the Design and Access Statement.

### **Relevant Planning History**

MC/14/3567

Listed Building Application for the conversion of the existing office building into three self contained residential units consisting of 2 one bedroom flats and 1 two bedroom maisonette together with two storey rear extension and

external alterations (demolition of existing rear extension) –  
resubmission of MC/14/2662

On this agenda

MC/14/2389 Conversion of existing building to 4x self contained flats 1x one bedroomed unit and 3x two bedroomed units; Construction of a replacement 3 storey rear extension together with external alterations - Demolition of rear extension

**Decision** Withdrawn by Applicant  
**Decided** 20 November, 2014

MC/14/2662 Listed Building Application for the conversion of existing building to 4x self contained flats 1x one bedroomed unit and 3x two bedroomed units; Construction of a replacement 3 storey rear extension together with external alterations - Demolition of rear extension

**Decision** Withdrawn by Applicant  
**Decided** 20 November, 2014

MC/12/2513 Part retrospective application for construction of a two storey rear extension including external stairs and railings to rear elevation and internal and external alterations to the building to facilitate conversion into eight self-contained flats

**Decision** Approval with Conditions  
**Decided** 10/07/2013

MC/05/1453 Demolition of single storey rear additions and construction of two storey rear extension to facilitate conversion from offices to eight self-contained flats and construction of a pair of 2-bedroomed semi-detached houses to rear

**Decision** Approval with Conditions  
**Decided** 10/02/2009

82/139 Single storey rear extension  
**Decision** Approval with Conditions  
**Decided** 14/04/1982

82/13/L2 Alterations to provide four flats  
**Decision** Approval with Conditions  
**Decided** 01/04/1982

## **Representations**

The application has been advertised on site and in the press and by individual neighbour notification to the owners and occupiers of neighbouring properties.

**Six representations** have been received objecting to the proposals. Principally for the following reasons:

- Loss of small company's employment space
- Loss of amenity of area including:
- Loss of light and privacy to neighbouring properties as a result of the proposed extension
- Noise Impact from more residents
- Increase in parking pressure in the area and congestion on New Road; lack of parking provision for three units, exacerbated by permit requirements; size of parking area
- Inconsistent with the aims and objectives of the Conservation area as result of the conversion to flats; Georgian Houses should be single occupancy family homes.
- Overdevelopment in terms of an unacceptable precedent in changing such a unit into flats
- Extension would be upset the character of the listed building and the charm of the area; concern over render finish and potential waste pipe.
- Rubbish bins to the front of property is unsightly and unhygienic, could lead to pest problem and contrary to the aims of the Conservation Area; concern over lack of proposal for waste collection
- Potential for overcrowding as a result of the precedent set for such conversions
- Property more suited to two maisonettes/ single dwelling.
- Concern of quality of amenity for the residents of the flats and concerns over amenity standards as a result of constrained space
- Impact on amenities and services from more people i.e. refuse storage and disposal
- Need for soundproofing and air quality measures as a result of traffic generated outside.

## **Development Plan**

The Development Plan for the area comprises the Medway Local Plan 2003. The policies referred to within this document and used in the processing of this application have been assessed against the National Planning Policy Framework, 2012 and are considered to conform.

## **Planning Appraisal**

### *Principle*

Policy H4 of the Local Plan generally seeks the concentration of residential development in urban areas as a measure to minimise the loss of Greenfield sites. This is to be achieved by permitting development that would use (i) vacant or derelict

land, change of use or redevelopment of existing buildings in residential use, (ii) redevelopment of existing residential areas and infilling such areas, (iii) mixed commercial and residential uses in proximity to two centres, (iv) the use of upper floors above commercial premises.

However, Part 3 (Class J) of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013 allows the change of use from offices (Class B1 (a)) to residential without the need for planning permission. Although not applicable in this case, as building works are required to facilitate the change of use, due to the provision of the GPDO no objection can be made to the principle of the change of use to residential.

### *Design*

As part of the proposals there are a number of external alterations proposed as detailed above. Key considerations in this instance are whether the proposals will impact on the integrity of the listed building on which they will be located. The property is located in the New Road Conservation Area and is a Grade II Listed Building. It is part of a row of Georgian Terraces.

There is an existing extension of approximately 5.4 metres in height of flat roof construction. The proposed extension will be of similar height to the eaves but will include a pitched roof element (maximum ridge of 6.3 metres). The proposed extension sees an increase in the projection (circa 5.9 metres) from the main dwelling. New double doors will be constructed with access to an outer courtyard area on the extensions rear elevation. The extension design was revised to ensure that the brickwork would match existing as opposed to white render, which would be considered unacceptable, whilst the pitched roof is to have blue/grey natural slates. A new planting bed is proposed and to be surrounded with black metal fence to the rear.

White traditional painted timber sash windows are to be installed to match the existing windows. 1no replacement window will be installed on the 3<sup>rd</sup> Floor, and 1 No Window will be replaced on the ground floor to the front elevation. An existing casement window to the rear third floor elevation is to be replaced with a more traditional sash window. Additionally, the existing metal railing will be repositioned with a new gate to match the existing.

It is considered that the creation of new-pitched roof extension is acceptable, and allows for greater continuity between the host dwelling and the proposed altered extension. The replacement windows are in keeping with the historic fabric, providing a more sympathetic timber sash window design that is more appropriate to the existing windows. Generally, the approach to the external arrangements has sought to ensure any alterations respect the character of the property. They are therefore considered to sympathetic in design and are acceptable.

Regarding internal works, there were some concerns over the impact of the installation of the soundproofing as a result of potential sound and fire proofing which may impact on historic window heads and arches. However, it is considered that this

can be addressed by a suitably worded condition. Broadly, the proposals are acceptable, with historic arches and chimney walls and other features retained on each floor, the contrary of which was proposed in the previous application. The removal of more modern features, which it is considered, will not impact on the integrity of the listed building are welcome. The proposals are generally satisfactory.

Subject to condition the proposal will not result in detrimental impacts on the integrity of the listed building or the conservation area in which it is located. Accordingly, no objection is raised to Policies BNE1, BNE14, and BNE17 of the Local Plan

*Amenity*

There are two main amenity considerations, the impact on neighbours and the standard of amenity which would be experienced by potential residents of the site itself. Access to the flats will be taken via an entrance hallway at ground floor level.

Flat 1 takes the lower ground floor and is approximately 56 sq.m in size. It will constitute a kitchen and living area, bathroom and bedroom.

Flat 2 takes the upper ground floor and is somewhat smaller, approximately 49 – 50 s.qm. It will constitute a kitchen and living area with a double bedroom, storage area and bathroom

Flat 3 (Masionette) takes the two upper floors and is approximately 80 – 84 sq.m metres. It provides two bedrooms, kitchen, living area, and bathroom.

The tables below sets out the minimum standards as set out in the Medway Housing Design Standards (Interim) 2011 how the proposed flats compare with it:

**Flat 1 (1B2P)**

M.H.D.S Gross internal Floor Area	Proposed	Double Bedroom (12 sqm per room/ minimum width 2.75m)	Proposed	Floor area for Living/Kitch en/Dining area for a 2 person flat	Proposed
50sqm	56sqm	12sqm/ 2.75m	12.25sqm/ 3.1 metres	23sq.m	29sqm

**Flat 2 (1B2P)**

M.H.D.S Gross internal Floor Area	Proposed	Double Bedroom (12 SQM per room/ minimum width 2.75m)	Proposed	Floor area for Living/Kitch en/Dining area for a 2 person flat	Proposed

50sqm	50sqm	12sqm 2.75m	14.6sqm 3.1m	23sq.m	25sqm
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### Flat 3 (2B4P)

M.H.D.S Gross internal Floor Area	Proposed	Double Bedroom (12 SQM per room/ minimum width 2.7	Proposed	Double Bedroom (12 SQM per room/ minimum width 2.75m)	Proposed	Floor area for Living/Kitch en/Dining area for a 2 person flat	Proposed
70sqm	84sqm	12sqm 2.75m	13.5sqm 3.4m	12sqm 2.75m	11.5 sqm 3.1m	27sq.m	29.74sq. m

As the tables above illustrate, all the flats meet the minimum requirement in relation to flat size flat and correspondingly minimum bedroom and living area requirements are met. In addition, storage external to the bedrooms is provided on all flats

There will be a need to ensure that adequate soundproofing is carried out to protect the amenities of future residents and an appropriate condition is recommended.

Regarding neighbouring amenity, the two key properties include 14 and 18 New Road. There is an existing extension on 18 New Road, from which no windows are located on the northwest facing elevation or southeast facing elevation.

The increase in roof height is as a result of the pitched roof design (approximately 0.8 metres). It is not considered that there will be unacceptable loss of daylight, sunlight or privacy as a result of the proposed extension/ associated parapet wall on the development site on neighbouring properties.

It is considered that the proposal is acceptable in amenity terms both in relation to neighbours and prospective occupiers and accordingly the development is considered acceptable pursuant to Policy BNE2 of the Medway Local Plan 2003.

### *Highways*

There is limited on street parking outside the property with some permit parking on New Road. Medway Council's parking standards state that for 2 bed flats, a requirement of 1.5 parking spaces per flat is required and 1 bed flats require a parking space each. A cycle space is recommended for each flat.

Two parking spaces are provided as part of the proposal as is space for cycle storage. There is also permit parking opposite the property and any future occupiers would be eligible to apply for permits. It is considered that this is satisfactory given the proximity of the site to the Town Centre and the train station, the latter of which is located within a relatively short distance. Therefore no objection is raised to policies T1 and T13 of the Local Plan.

### **Conclusions and Reasons for this recommendation for Approval**

The proposed conversion and extension has been carefully designed and planned to



respect the character of the existing listed building and conservation area and will provide satisfactory amenity for prospective occupiers while not harming the amenities of neighbours. Car parking is sufficient for this area. The proposal is acceptable in relation to Policies H4, BNE1 BNE2, BNE14, BNE17, T1 and T13 of the Local Plan and is compliant with the Medway housing design standards and is accordingly recommended for approval.

The application would normally fall to be determined under delegated powers but has been referred to Committee due to the number of representations received contrary to officer's recommendation.

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### **Background Papers**

The relevant background papers relating to the individual applications comprise: the applications and all supporting documentation submitted therewith; and items identified in any Relevant History and Representations section within the report.

Any information referred to is available for inspection in the Planning Offices of Medway Council at Gun Wharf, Dock Road, Chatham ME4 4TR and here <http://publicaccess.medway.gov.uk/online-applications/>