

Delegated Report

Householder Planning Application

Planning Application No: 20251221

Location: 28 Ferndale Road Gravesend Kent DA12 5AF

Description: Erection of residential annex in rear garden for use ancillary to the main dwelling.

Applicant: Mr and Mrs Hicks

Site Visit Date: 27 January 2026

Submitted Documents/Plans

Householder Application for Planning Permission form;
Red line site boundary plan;
Drawing no. HB2025009-HB01 Rev. P01 Proposed layout and roof plan;
Drawing no. HB2025009-HB02 Rev. P01 Proposed elevations;
Drawing no. HB2025009-HB03 Rev. P01 Proposed block plan;
Email from the agent received 08 December 2025; and
Email from the agent received 22 January 2026.

Relevant Planning History

None.

Development Plan

Gravesham Local Plan Core Strategy (2014)

- CS01 – Sustainable Development
- CS02 – Scale & Distribution of Development
- CS11 – Transport
- CS12 – Green Infrastructure
- CS18 – Climate Change
- CS19 – Development & Design Principles
- CS20 – Heritage and the Historic Environment

Gravesham Local Plan: First Review (1994)

- P3 – Vehicle Parking Standards
- T1 – Impact of Development on Highway Network
- TC7 – Other Archaeological Sites

Paragraph 34 of the NPPF (2024) sets out that policies within adopted local plans should be reviewed to assess whether they need updating at least once every five years, and should then be updated as necessary. Such reviews are also a legal requirement as set out in Regulation 10A of the Town and Country Planning (Local Planning) England Regulations 2012.

The Council undertook such a review in September 2019 and found that the adopted Local Plan Core

Strategy is in need of a partial review in terms of Policy CS02, due to the increased need for housing since the Local Plan Core Strategy was adopted and the need to ensure that a sufficient land supply exists to meet this need. Whilst saved policies from the Local Plan 1st Review (1994) generally conform with the NPPF (2024), the Council will also seek to replace these.

National Planning Policy Framework (2024)

- Section 2 – Achieving Sustainable Development
- Section 12 – Achieving Well-Designed Places

Supplementary Planning Guidance

- SPG 2 – Residential layout guidelines including Housing Standards Policy Statement October 2015 Adopted 1996 – amended June 2020
- Technical Housing Standards – Nationally Described Space Standard (2015)
- SPG 4 – KCC Parking Standards (2006)
- Gravesham Householder Extensions/Alterations Design Guide (2021)
- Design for Gravesham – Design Code (2024)

Consultations, Publicity and Representations

GBC Environmental Protection Team (Regulatory Services)

There is no objection to this application. The property falls within the buffer zone of a historic landfill site. The following condition is recommended to address this:

Watching Brief

The applicant shall undertake a watching brief during construction in case any contamination issue is encountered. If during development any contamination is found, the local planning authority should be informed as soon as practical and the work shall not continue until written agreement is provided by the LPA as to the appropriate measures to be taken to resolve the matter and they are satisfied that those measures have been carried out.

Neighbouring properties

The application was publicised by a site notice and to four neighbouring properties by letter. One representation (an objection) has been received and is summarised as follows;

- Would require a party wall/property agreement.
- Unable to view the plans to allow comments regarding well being and environmental impacts.

The overall consultation period expired on 09 January 2026.

Officer's Analysis

Principle of a Residential Annex

The application site is defined on the Policies Map of the Gravesham Local Plan Core Strategy (2014) as lying within the urban area. Policy CS02 of the Core Strategy prioritises development in the urban area as a sustainable location for development. As such, there is no objection to the broad principle of extending/altering the application property subject to the proposed development meeting the detailed requirements of the national and local development plan policy framework.

Residential annexes are an increasingly common form of development that are normally proposed in order to allow relatives to live with their family but to retain some degree of independence. To remain ancillary accommodation and not be considered as a separate unit of accommodation, the use of annex must be closely tied to the main dwelling.

The proposed development would provide residential accommodation in a single storey, outbuilding located in the rear garden of the application property. The residential annex would incorporate a kitchen/living room, shower room and bedroom and would be occupied by one of the applicants' parents. The annex

would share facilities, access, services and a garden with the occupiers of the main dwelling. Therefore, there would be a familial and functional relationship between the occupier of the annex and the main house and the proposal would not constitute a separate residential unit.

It is noted that the rear garden at the application site is accessible via an alleyway. However, the proposed development does not include any openings at the rear. Provided that there are no future rear openings and the rear garden is not subject to any future subdivision, then there would be no independent residential use of the proposed outbuilding.

Overall, provided that any planning permission granted was conditioned to ensure that the residential annex remains linked to the main dwelling, that no separate garden or curtilage area can be created in future and that no further openings are created, then the proposal would be acceptable in principle.

The following sections will assess the detailed design and amenity impacts of the proposal.

Design, Character and Appearance

Policy CS19 of the Gravesham Local Plan Core Strategy September 2014 sets out that new development will be visually attractive, fit for purpose and locally distinctive. It should conserve and enhance the character of the built environment and take account of the scale, height, building lines and other architectural features of buildings. Account should also be taken of strategic views, site topography, the significance of heritage assets and features of townscape and landscape value which contribute to local character and sense of place.

In relation to outbuildings, the Householder Extensions/Alterations Design Guide (2021) sets out that proposals;

- Should only be used for purposes incidental to the enjoyment of the house;
- Should not deprive the existing property of adequate private garden space and should be subordinate to the existing dwelling and plot;
- The Council will consider factors such as the scale, height, proximity to boundaries, roof design, finishing materials and prominence in the street scene or rear garden environment;
- Should not detract from the character of the area (especially where it will be visible from the street) and should be unobtrusively located to the side and rear of the dwelling; and
- Should not have an adverse impact on the amenity of the surrounding properties in terms of noise and disturbance created through access or overlooking/overshadowing of existing properties.

The proposed development would comprise of an outbuilding with a footprint of 38 square metres and a height of 2.5 metres. The roof would be flat and the walls would be rendered.

The proposed development would be subservient in size to the dwelling at the application site and would have a general design and facing materials that would not be out of character with the existing built development, both at the site and in the surrounding area.

The proposed use would be for ancillary residential purposes and would not be a separate dwellinghouse and the residual area and depth of rear garden (following the proposal) would be in excess of the minimum standard set out in the Borough Council's adopted Residential Layout Guidelines (RLG) for a three bedroom property. However, as the proposed development would add a new bedroom, the RLG minimum requirement for a four bedroom dwelling would be relevant and the proposal would not meet this standard.

Due to the screening provided by existing boundary treatments and because the proposed would have a relatively low roof height, the proposal would not be visible from public vantage points or widely visible from surrounding gardens.

Overall, the proposed development would be appropriate in terms of design and would not have an adverse impact on the character or appearance of existing building or the surrounding area. Therefore, the proposal would be in line with Policy CS19 of the Gravesham Local Plan Core Strategy (September 2014) and be

broadly in line with the Householder Extensions/Alterations Design Guide (2021).

Amenity of Future Occupiers

Policy CS19 of the Gravesham Local Plan Core Strategy September 2014 requires new development to be located, designed and constructed to safeguard the amenity, including privacy, daylight and sunlight, of its occupants. In this regard, the Nationally Described Space Standards (NDSS) and the Borough Council's adopted Residential Layout Guidelines (RLG) are relevant.

The proposed development would not adversely affect the internal layout of the application property and would not adversely impact on the privacy, daylight or sunlight of its occupants.

The NDSS set out that for a one bedroom, two person, single storey dwelling, a minimum of 50 square metres floor area is required (with 1.5 square metres of built in storage) and that a double bedroom should have a floor area of at least 11.5 square metres. The proposed residential annex would have an overall floor area of 35 square metres and a double bedroom of 10 square metres, which would be significantly below these standards. However, because the proposal would not be a separate dwelling and because the occupants would share facilities with the main dwelling, the annex would provide acceptable living conditions for future occupiers.

The proposed development would result in a reduction in the size of the rear garden at the application site and the addition of a bedroom, making the property four bedrooms overall. The residual garden size (66 square metres) would not meet the required RLG area standard (100 square metres) but the depth would be acceptable (9 to 12 metres). As such, the living conditions of the future occupiers would be slightly compromised.

Overall, provided that the proposal is used only for ancillary residential accommodation and because only one new bedroom would be provided, it would provide adequate living conditions for future occupiers. As such, the proposed development would not be significantly detrimental to the residential amenity of future occupiers and would be in line with Policy CS19 of the Gravesham Local Plan Core Strategy (September 2014).

Neighbouring Amenity

Policy CS19 of the Gravesham Local Plan Core Strategy September 2014 requires new development to be located, designed and constructed to safeguard the amenity, including privacy, daylight and sunlight, of neighbouring occupiers. In this regard, the Borough Council's adopted Residential Layout Guidelines (RLG) are relevant.

The proposed development would include a bedroom window and door that would face the rear elevations of immediately neighbouring dwellings. The RLG set out that privacy distances between facing windows should be met, in order to prevent overlooking and that a privacy distance of 26 metres is required for facing windows where a private garden is within the field of view.

The privacy distance from the proposed bedroom window to the rear elevation of no. 26 Ferndale Road (which has a kitchen window/door closest to boundary and a patio window to a dining room) would be 8.9 metres and to the rear elevation of no. 30 Ferndale Road (which has a lounge or dining room patio door closest to boundary and a kitchen door/window) would be 13.2 metres. Therefore, some adverse overlooking impacts would be likely.

However, existing boundary treatments provide some screening and due to an existing raised patio at the rear of the application property, both neighbouring rear gardens already experience a degree of mutual overlooking between the properties, which is common within a residential area. Whilst the proposal would allow some views to the private garden areas at nos. 26 and 30 Ferndale Road, these views would not result in a harmful additional loss of privacy for neighbouring occupiers.

No windows are proposed in the side or rear elevations and in order to mitigate any potential future adverse overlooking impacts, any planning permission granted should include a condition to preclude the insertion

of side windows.

Due to the design of the proposed development and to the layout and orientation of the surrounding properties, there would be no adverse overshadowing or overbearing impacts to the occupiers of the surrounding dwellings.

Overall, the proposed development would not be detrimental to the residential amenity of surrounding occupiers and would be in line with Policy CS19 of the Gravesham Local Plan Core Strategy (September 2014).

Parking and Highways

According to the Borough Council's adopted Vehicle Parking Standards (SPG4), a four or more bedroom dwelling should have three vehicle parking spaces.

The application property has three bedrooms and no on-site parking and the proposed development would essentially add a new bedroom to the dwelling. It is noted that the application site is located in a sustainable location, close to local shops and services and various bus routes. Therefore, occupiers would not be entirely dependent on a private vehicle for transport. Although the proposed development would result in a small increase in demand for on-street parking in the surrounding area, this would not undermine highway safety.

The proposed development would be acceptable in highways terms and be in line with Policy CS11 of the Gravesham Local Plan Core Strategy (September 2014) and Saved Policies T1 and P3 of the Gravesham Local Plan First Review November 1994.

Any Other Material Planning Considerations

The application site is located within an area of multi-period archaeological potential, Groundwater Source Protection Zone 2 and a Site of Special Scientific Interest (SSSI) Impact Risk Zone. However, as the proposed development is within the confines of an existing residential garden and only a relatively small amount of groundworks would occur, then it is considered that there would be no adverse impacts to groundwater, archaeology or any sensitive habitats. As such, the proposal would be in line with Policies CS12, CS19 and CS20 of the Gravesham Local Plan Core Strategy (September 2014) and Saved Policy TC7 of the Gravesham Local Plan First Review November 1994.

The application site is located within the buffer zone for the Woodfield Avenue historic landfill site and the GBC Environmental Protection Team have set out the wording for a watching brief condition. Therefore, provided that this condition is attached to any planning permission granted, then there would be no adverse ground contamination impacts.

The application site is located in a smoke control area. As such, advice regarding smokeless fuels/appliances can be given to the applicant in an informative attached to any planning permission granted.

Local residents have raised a number of concerns, these are summarised (in italics) and commented on as follows;

- *Would require a party wall/property agreement* – this is not a planning consideration; it is a civil matter that must be addressed between the affected neighbours.
- *Unable to view the plans* – the application details have been available on the Borough Council's website throughout the publicity period. Notwithstanding this, the resident was provided with a direct website link and given some additional time to comment further (with a 28 January 2026 deadline). No additional comments were received.

Suggested Conditions

Time Limit

Development in accordance with the approved plans

Materials to match existing
Use as an annexe only
No separation of garden area
No openings in rear or side elevations
Contamination watching brief

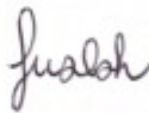
Conclusion

The proposal would comply with local and national planning policies and subject to the conditions set out above, the proposal would be acceptable.

Recommendation

Planning permission subject to conditions is recommended.

(For detailed conditions and informatives, see draft Decision)

Case Officer:	Mrs Kelly Joyce	Team Leader:	Mrs Faye Walsh
Signed:		Signed:	
Dated:	29 January 2026	Dated:	29 January 2026