



Architects

Cape Cottage
Manor Field
Shorne
Da12 3DX

DESIGN AND ACCESS STATEMENT

to accompany a householder application.

Rear single storey extension with associated
internal and external works



P001 – aerial view of site looking south

JANUARY 2026

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This statement is prepared by Architect Leslie D May BA(Hons) Dip Arch RIBA ARB ACArch
This statement should be read in conjunction with the heritage statement.

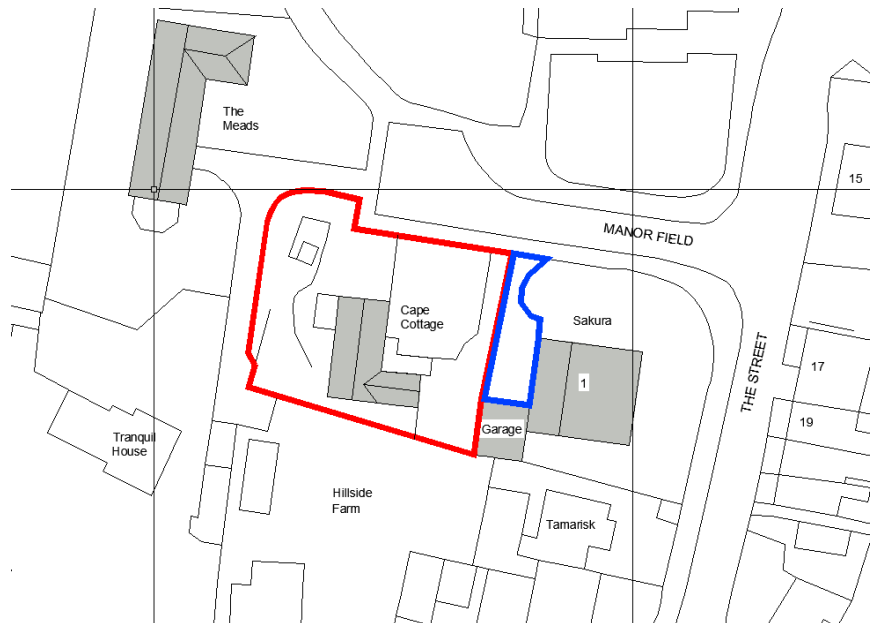
Introduction

Cape Cottage is a two bedroom detached property in the village of Shorne. The site is located within the village of Shorne and is defined as a rural settlement inset from the Green Belt on the Policies Map of the Gravesham Local Plan Core Strategy (2014).

Policy CS02 of the Core Strategy highlights that development will be supported in such rural settlements.

The single storey bungalow has been altered previously to introduce a garage to the south/east corner that lies below the finished floor level of the property.

This proposal is to extend the property to the rear at ground floor level.



P002 – existing site plan

The proposal

It is proposed to demolish the existing UPVC conservatory and replace this area with an improved and energy efficient extension. The proposal includes a single storey rear extension and this application follows a previous refusal Application: 20250450 to extend out to the side [north elevation] and refused prior approval Application: 20250801 which sought an extension to the west.

We have discussed the proposals previously with Richard Hart and the reasons for the prior approval application being rejected. We have post discussions, submitted a pre application enquiry and this application is in response to the guidance offered within the pre application advice PRE20250181.

The extended area will provide additional living area improving the amenity of the existing occupant; but will also have limited impact upon the locality and neighbours.

The materials of the extension will match the existing host property render, roof tiles and black heritage windows.

The rear of the property is currently screened by existing boundary fences and existing and extensive vegetation and this will remain and be maintained.

The rear land levels will remain as existing save for minimal alteration to the perimeter of the extended area and the existing landscaping will be adapted to accommodate the extension.

To the front entrance the existing steps are to be provided with a new edge protective rail with the view to improve safety.

The revised proposal has been designed to match the existing roof design and is in keeping with the host property.

The proposal has been carefully designed to minimise any adverse impact upon neighbouring properties and safeguards the amenity of neighbouring properties in compliance with policy CS19 of the Core Strategy 2014.



P003 – aerial view of site looking west



P004 – elevated view of cape cottage with existing green screening



P005 – site context looking westerly

Development Plan and other related Planning Policies and Guidance
Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires the Borough Council to determine planning applications in accordance with the development plan unless material considerations indicate otherwise. Where there are other material considerations, the development plan should be the starting point, and other material considerations should be taken into account in reaching a decision. One such consideration will be whether the plan policies are relevant and up to date.

The Development Plan for Gravesham currently comprises:

- Gravesham Local Plan Core Strategy and Policies Map, September 2014;
- Saved policies in the Gravesham Local Plan First Review, November 1994;
- and
- The Kent Minerals and Waste Local Plan 2013 - 2030 (July 2016, revised 2020).

The relevant policies for the proposal are as follows:

Gravesham Local Plan Core Strategy 2014:

- CS01 – Sustainable Development
- CS02 – Scale and Distribution of Development
- CS12 – Green Infrastructure
- CS18 – Climate Change
- CS19 – Design and Development Principle

Saved Policies in the Gravesham Local Plan First Review 1994:

- P3 – Vehicle Parking Standards

National Planning Policy Framework 2024:

- Section 2 – Achieving sustainable development
- Section 12 – Achieving well-designed places
- Section 15 – Conserving and enhancing the natural environment

Other Material Considerations

Supplementary Planning Guidance and other Documents:

The Council has adopted a number of Supplementary Planning Guidance (SPG) documents, Development Briefs and Conservation Area Appraisals. These elaborate on saved policies in the Gravesham Local Plan First Review and policies in the Gravesham Local Plan Core Strategy and are material considerations in determining planning applications.

In addition, the Council has adopted a number of documents that have been produced by Kent County Council also as Supplementary Guidance.

<https://www.gravesham.gov.uk/local-plan-policy/supplementary-planning-guidance>

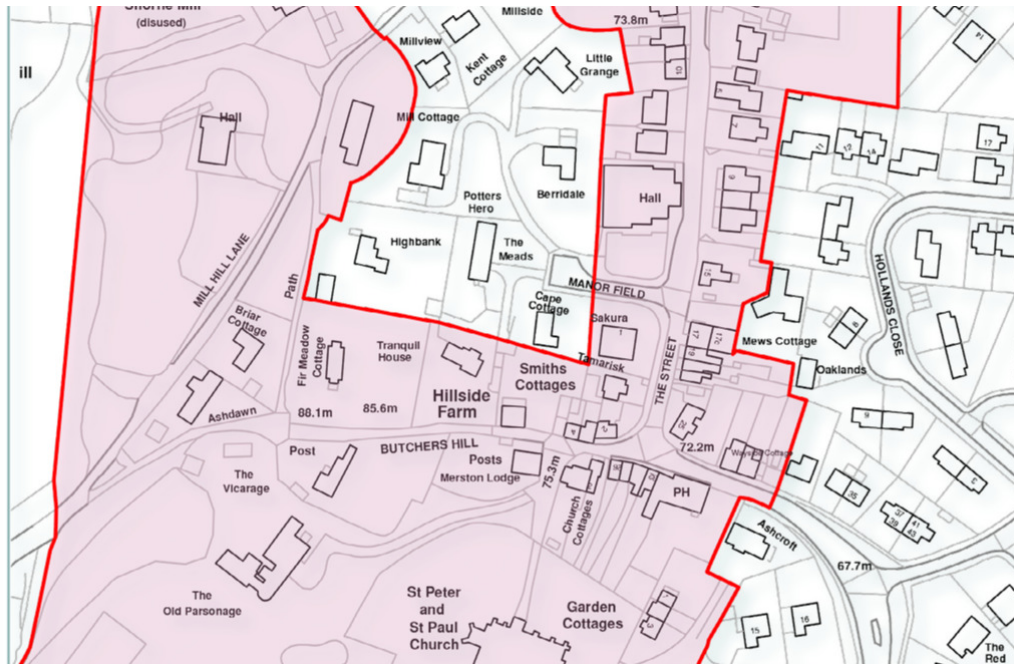
The following documents are relevant to the consideration of this enquiry:

- SPG2 – Residential Layout Guidelines (2020).
- SPG4 – KCC Parking Standards (2006).
- Householder Extensions/Alterations Design Guide (2021).
- Technical Housing Standards – nationally described space standard (2015).
- Landscape Character Assessment (2009).
- Design for Gravesham – Design Code (2024)

Principle of development

The site sits outside of the Shorne Conservation Area Boundary:

Cape Cottage, Manor Field, Shorne. Gravesend. DA12 3DX



P008 – Shorne conservation area boundary map.

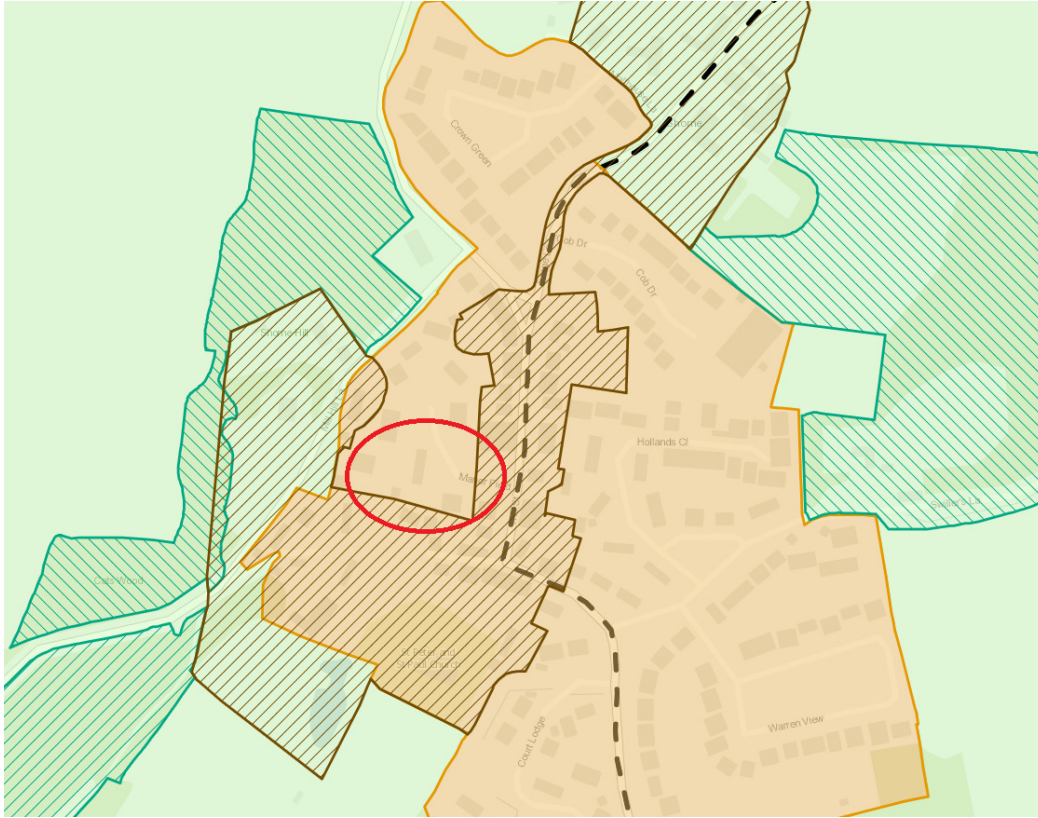
Policy CS02 of the Core Strategy highlights that development should be supported in such rural settlements.

Gravesham Local Plan:

- TC1: Design and New Development
- H2: Residential Layout Guidelines
- P3: Vehicle Parking Standards
- TC3: Development Affecting Conservation Area
- V1: Definition of Villages
- V2: Development in Villages

The site falls within the boundary of Villages CS2 and Rural settlements inset from Green Belt land CS02. Cape Cottage falls just outside of the designated conservation area.

Notwithstanding the principle of policy compliance; we have also assessed the proposal taking into account; Design, Character and Appearance.



P009 – planning policy map

Within the rural area, the local strategy supports development within the rural settlements inset from the Green Belt as defined on the Policies Map.

The proposal is in line with policy for allowing limited infilling in villages. The proposal is also a relatively minor single storey development that will have limited detrimental impact upon the village setting.

Design Character and Appearance

The proposed development will be for a rear extension as a single storey extension. From the front entrance elevation the extension will not be readily seen and will be very well screened to the rear and sides to the north and west.

The roof will be designed to match the existing front extension and will provide a symmetrical roof design that will be complimentary to the host property.

The windows and screens will match the existing black crittall style windows apparent to the existing property.

Following advice from the Local Authority we have revised the proposal to include:

The existing fence and screening vegetation will remain and be maintained. The 2 m fence mentioned in the pre application report is existing please note drawing P-03 and P-05.

We have removed the majority of planned landscaping from the proposal, save for the area immediately to the rear of the extended area where we will adapt the built up area to accommodate the extension while allow access around the new built form.

The Local Authority has already confirmed that development is acceptable, however it was advised that the extension should be reduced to 5M Depth which we have also accommodated.

Accordingly the intervention would be suitably subservient and would not look out of place. The extension will have little adverse impact to the character or appearance of the building or the village.

Amenity of Future Occupiers

The development would result in additional space for future occupiers. Gravesham's SPG2 – Residential Layout Guidelines (RLG) (2020) sets out expected room sizes post development: <https://www.gravesham.gov.uk/local-plan-policy/supplementary-planning-guidance>

The plans provided show the new living area would provide more than sufficient space for future occupiers. In terms of garden area, sufficient space is provided.

Neighbouring Amenity

The properties in the locality include The Meads to the north west, No1 Sakura to the east, Hillside Farm to the south and Tranquil House to the south west.

The proposal will have very limited impact upon the neighbouring properties in the locality due to the natural topography of the valley

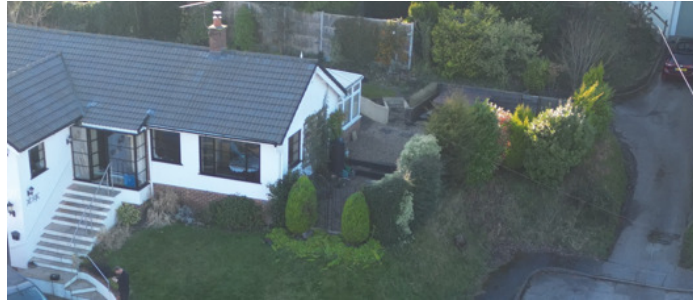
The Meads to the North West - views down to the valley will remain unaffected by the proposal as topographical levels mean any view down into the valley will remain unaffected.

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).

Please refer to Section B-B drawing P-08 that indicates topographical levels in relation to the neighbouring properties. In terms of this proposal, privacy is maintained by the existing boundary fences and vegetation.



P010 – existing green screening view from Manor Field



P011 – aerial view showing green screening and fences to the north and west elevations

Highways & Parking

There is no increase in bedrooms as a result of this proposal and accordingly the existing access provided via the existing driveway remains unchanged. The proposal will not affect the existing off road parking situation.

Any Other Material Planning Considerations.

Archaeology

The site lies within an area of multi-period archaeological potential. However, the proposed development is unlikely to have any archaeological impact.

WORKS OF CONSTRUCTION

The following construction phase methodology will be followed:

1. Hours of work of construction site plant, equipment and machinery, should be restricted to not earlier than 7.00 a.m. and not later than 6.00 p.m. weekdays and Saturday working should be restricted to not earlier than 8.00a.m. and not later than 1.00 p.m. No work shall be carried out on Sundays, Bank or Public Holidays.
2. Suitable sound attenuation shall be used at all times in respect of all plant, machinery and equipment in operation on site in order to aid prevention of noise nuisance. Compliance with BS 5228: Part 1: 1984 and subsequent amendments regarding the use of equipment on site will be required in appropriate cases.
3. A suitable method of control shall be used in order to aid prevention of dust nuisance arising from work activities on site.
4. Burning of waste materials shall not be carried out on site. Such materials are to be stored in a suitable receptacle, as far from residential accommodation as reasonably practicable, pending disposal off site.
5. Adequate arrangements shall be made to remove all waste material from the site on a regular basis and to dispose of it at a suitably licensed waste disposal site.

Relevant Planning History

- [Erection of two storey rear and single storey side extension to form enlarged kitchen/dining room and study at ground floor level with bathroom at first floor level erection of a front porch and replacement of cladding to front elevation.](#)

Tranquil House Manor Field Shorne Gravesend Kent DA12 3DX
Ref. No: 20110977 | Received: Thu 10 Nov 2011 | Validated: Tue 15 Nov 2011 | Status: Application Permitted

- [Erection of single storey rear and first floor floor extensions to form dining room and utility room at ground floor level and a bedroom at first floor level; extension of rear dormer extension; replacement of doors and windows and installation of solar panels on southern roof slope.](#)

Potters Heron Manor Field Shorne Gravesend Kent DA12 3DX
Ref. No: 20110001 | Received: Wed 05 Jan 2011 | Validated: Tue 11 Jan 2011 | Status: Application Withdrawn

- [Erection of single storey side extension to form a kitchen.](#)

'Little Grange' Manor Field Shorne Kent DA12 3DX
Ref. No: 20050065 | Received: Mon 24 Jan 2005 | Validated: Mon 24 Jan 2005 | Status: Application Permitted

- [Erection of single storey front extension to form enlarged bedroom.](#)

'The Meads' Manor Field Shorne Kent DA12 3DX
Ref. No: 20030222 | Received: Fri 14 Mar 2003 | Validated: Fri 21 Mar 2003 | Status: Application Permitted

- [Erection of a single storey extension on the eastern side elevation to form an enlarged dining room.](#)
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'Sakura' 1 Manor Field Shorne Kent DA12 3DX.
Ref. No: 19970209 | Received: Wed 02 Apr 1997 | Validated: Wed 02 Apr 1997 | Status: Application Refused

- [Erection of detached double garage at the side.](#)

Sakura 1 Manor Field Shorne Gravesend Kent DA12 3DX
Ref. No: 19950632 | Received: Wed 04 Oct 1995 | Validated: Fri 29 Sep 1995 | Status: Application Permitted

- [Erection of a replacement single storey extension on the north-west elevation to form two bedrooms, en-suite bathroom and store.](#)

Little Grange Manor Field Shorne Gravesend Kent DA12 3DX
Ref. No: 19930302 | Received: Wed 02 Jun 1993 | Validated: Wed 26 May 1993 | Status: Application Permitted

- [Erection of a single storey rear extension to form an enlarged bedroom](#)

Little Grange Manor Field Shorne Gravesend Kent DA12 3DX

Ref. No: 19860278 | Received: Fri 11 Apr 1986 | Validated: Fri 11 Apr 1986 | Status: Application Permitted

- [Formation of loft in roof space](#)

Sakura Manor Field Shorne Gravesend Kent DA12 3DX

Ref. No: 19750332 | Received: Mon 19 May 1975 | Validated: Mon 19 May 1975 | Status: Application Permitted

Cape Cottage

- [Prior approval application for a single storey rear extension with a depth of 7.243 metres, maximum height of 3.587 metres and eaves height of 2.418 metres.](#)

Cape Cottage Manor Field Shorne Gravesend Kent DA12 3DX

Ref. No: 20250801 | Received: Thu 07 Aug 2025 | Validated: Mon 11 Aug 2025 | Status: Application Refused

- [Erection of a side/rear single storey extension. Extension to front steps, alteration to stair railing. Changes to external materials, landscaping and level changes.](#)

Ref. No: 20250450 | Status: Application Refused

- [Prior approval application for a single storey rear extension with a depth of 7.243 metres, maximum height of 3.587 metres and eaves height of 2.418 metres.](#)

Ref. No: 20250801 | Status: Application Refused

- [Erection of two storey front extension to form enlarged garage at lower ground floor level with enlarged bedroom over](#)

Ref. No: 19850271 | Status: Application Permitted

Conclusion

The application site is located within a village and the proposed development would be a moderate alteration to the existing building curtilage. The extension will sit naturally in the existing topography of the hill and not adversely affect neighbouring properties or the existing fabric of the village setting.

Roof pitches will match the existing roofscape.

The Parish Council has previously responded to via consultation that covered the extension at 7M depth and they were in support of the proposal. It is assumed that

this proposal that follows the same design philosophy; but decreased in size to 5M depth will also naturally be supported.

The proposed development will improve energy consumption by insulating the new built form.

Considerate working practices will be followed during the construction phase and all neighbours will be actively engaged with to ensure that any impacts are minimised.

Accordingly we believe the proposal is a reasonable one that will fit well within the site with no measurable detrimental effect upon the neighbouring properties and the wider village context.

We invite The Local Authority's support for the proposal.

Leslie D May - DAC Architects