

Delegated Report

Householder Planning Application

Planning Application No: 20250758

Location: 18 Pelham Road Gravesend Kent DA11 0HW

Description: Conversion of loft space to habitable accommodation incorporating dormer in rear roof slope, 2 roof lights in front and 2 roof lights in side roof slopes and removal of chimney stack and alterations to rear fenestration.

Applicant: Hilary Williams

Site Visit Date: 25 September 2025

Submitted Documents/Plans

Householder Application for Planning Permission form;
Drawing no. 01 Existing and proposed site plans, 3D illustrations and site location plan;
Drawing no. 02 Existing and proposed layouts;
Drawing no. 03 Existing and proposed elevations; and
Heritage Statement.

Relevant Planning History

Reference	Description	Decision	Decision Date
20180465	The felling of one Sycamore Tree (T1) in the rear garden and replacement with a Silver Birch Tree.	Consent	28.06.2018
19900484	Display of an internally illuminated fascia sign.	Refused	28.09.1990

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
- TC3 – Development Affecting Conservation Areas

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
- Section 16 – Conserving and enhancing the historic environment

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)
- Pelham Road/The Avenue Conservation Area Character Appraisal (2009)
- Darnley Road Conservation Area Character Appraisal (2009)

Consultations, Publicity and Representations

GBC Conservation Officer
No response received.

Neighbouring properties

The application was publicised by a site notice, newspaper advertisement and to four neighbouring properties by letter. No representations have been received and the overall consultation period expired on 12.09.2025.

Officer's Analysis

Design, Character and Appearance

The application site is located in the Pelham Road /The Avenue Conservation Area and adjoins the Darnley Road Conservation Area at the rear. As such, Policy CS20 of the Gravesham Local Plan Core Strategy (2014) and Saved Policy TC3 of the of the Gravesham Local Plan First Review (1994) are relevant and special attention must be paid to the desirability of preserving or enhancing the character or appearance of the area, as set out in Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990.

Policy CS20 of the Gravesham Local Plan Core Strategy September 2014 places a high priority on the preservation, protection and enhancement of its heritage and historic environment. Saved Policy TC3 of the Gravesham Local Plan First Review 1994 sets out that development within or affecting conservation areas will be carefully judged for its impact and will be expected to make a positive contribution to the conservation area.

In terms of general design, 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 rear roof extensions, the Householder Extensions/Alterations Design Guide (2021) sets out that proposals should be set away from the gables, hips, eaves and ridge of a property; be lower than the existing ridge line and retain the original ridge line treatment; that dormers should not overwhelm the roof slope within which they are placed; and that windows should reflect the position, design and character of existing windows on the host building.

It is important to note that although the property is located within a conservation area, it is a comparatively modern addition and no historical value;



Although relatively large, the proposed dormer would be set in and down within the existing roof slope and would be subservient in size to the existing roof slope. The proposed external facing materials and fenestration would match with that existing. The dormer would be located at the rear of the property and as such, would not be widely visible from either of the Conservation Areas. It is noted that small dormers already feature in the rear roof slopes of surrounding properties on Pelham Road and that the proposed dormer would normally be permitted development except for the conservation area location.

Overall, the proposed development would not undermine the character or appearance of the existing building or the Pelham Road /The Avenue or Darnley Road Conservation Areas. As such, the proposal would be in line with Policies CS19 and CS20 of the Gravesham Local Plan Core Strategy (2014) and Saved Policy TC3 of the Gravesham Local Plan First Review (1994).

Amenity of Future Occupiers

The proposed development would reconfigure the layout of the first floor bedrooms and provide a new bedroom in the roof space. The proposed bedrooms would exceed the minimum floor area requirements for a double bedroom in the Nationally Described Space Standard (2015). The proposed study/reptile room would exceed the minimum floor area requirements for a single bedroom.

There would be no alteration to the existing garden, which exceeds the size and depth requirements for a dwelling with four or more bedrooms in the Residential Layout Guidelines (June 2020).

The proposed development would improve the living conditions for future occupiers and as such, the proposal would not be detrimental to residential amenity and would be in line with Policy CS19 of the Gravesham Local Plan Core Strategy (September 2014).

Neighbouring Amenity

The closest residential properties to the application site are nos. 16 and 20 Pelham Road (located to the north east and south west respectively). Nos. 48 to 52 Darnley Road are located to the south east and part of Mayfield Grammar School is located across the roadway.

The proposed development would introduce a number of new windows to the application property. The RLG set out that privacy distances between facing windows should be met, in order to prevent overlooking. A privacy distance of 21 metres is required for facing windows where there is no private garden area in between and a privacy distance of 26 metres is required where a private garden is within the field of view.

The proposed roof lights (to a hallway and bedroom) in the front roof slope would have two metre cill height and would face a school. The proposed side roof lights (to an ensuite) would face window in the side elevation of no. 20 Pelham Road and would be obscure glazed (which can be the subject of a planning condition). The proposed rear dormer windows (to a bedroom) would face the properties at the rear and have a privacy distance at least 31 metres. Therefore, these windows would cause no adverse overlooking impacts.

No. 16 Pelham Road has a rear outbuilding with windows that would face the proposed dormer and the privacy distance would be some 7 metres. However, as existing rear windows have similar overlooking impacts, the occupiers of these properties cannot not have an expectation of total privacy in their gardens. Dormer windows are a common feature in the residential environment and in many instances are development that does not require planning permission. As such, any adverse overlooking impacts to no. 16 Pelham Road would not be so significant as to warrant a refusal of planning permission.

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.

In order to prevent any future loss of privacy to neighbours, any planning permission granted should be conditioned to preclude the insertion of any windows or openings in the side elevations of the proposed development.

No neighbour representations have been received.

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. However, it is noted that Kent Highways & Transportation have provided more recent guidance (as yet unadopted) that requires a minimum of two spaces to be provided for a four or more bedroom property in a suburban location (January 2025). According to the Householder Extensions/Alterations Design Guide (2021), vehicle parking spaces should be a minimum of 2.5 metres in width (2.7 metres where they adjoin an enclosed boundary) and 5 metres depth.

The proposed development would result in the dwelling increasing from four bedrooms to five and there would be no alteration to the existing parking or access arrangements. The existing frontage parking area could accommodate one vehicle and there is an existing garage that would be retained (although the garage is substandard in terms of width).

There is a single yellow line parking restriction in front of the application site but it is noted that the application site is located in a sustainable location, close to the town centre and a bus route. Therefore, even if the proposed development would result in a small increase in demand for on-street parking, this would not be a justifiable ground of refusal.

It is noted that any extension to the existing frontage parking area is likely to be detrimental to the character and appearance of the Pelham Road/The Avenue Conservation Area and as such, the applicant has not been asked to consider increasing the amount of on-site parking.

Overall, it is considered that the proposal would not be detrimental to highway safety and would 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 a Site of Special Scientific Interest (SSSI) Impact Risk Zone and a smoke control area. However, as the proposed development would be within the confines of an existing residential garden and only a relatively small amount of building works would occur, then it is considered that there would be no adverse impacts to any sensitive habitats. With regard to the smoke control area, advice regarding smokeless fuels/appliances can be given to the applicant in an informative attached to any planning permission granted.

Suggested Conditions

Time Limit

Development in accordance with the approved plans

Materials to match existing

Obscure glazing to en-suite/w.c. windows

No further openings in flank elevation

Retention of existing frontage parking

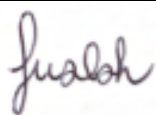
Conclusion

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:	09 October 2025	Dated:	10 October 2025