



Delegated Report

Householder Planning Application

Planning Application No: 20250636

Location: 24 Packham Road Northfleet Gravesend Kent

Description: Retrospective application for change of use of garage to home office, gym and shower room.

Applicant: Mrs Annarie Kmita

Site Visit Date: 25 September 2025

Submitted Documents/Plans

Householder Application for Planning Permission form;
Drawing no. 001 Rev. A Existing layout and elevations;
Block Plan;
Site location plan; and
Email from the agent received 13 October 2025.

Superseded Documents/Plans

~~Drawing no. 514/SK04 Existing layout, elevations and section.~~

Procedural issues

Following a site visit, the case officer noted that the submitted plan was not accurate in its illustration of the existing elevations and layout of the outbuilding and sought an amended plan. Furthermore, clarification of the existing/proposed use of the outbuilding was requested. Due to the limited nature of the amendments, there was no need to re-publicise or re-consult.

For clarity, the description of the development was amended from 'Change of use of the existing garage to be converted internally to a office, games room, gym with toilet, sink and shower' to that shown at the start of this report.

Relevant Planning History

Reference	Description	Decision	Decision Date
20220608	Erection of a two storey side extension, front porch extension, a dormer extension in the front/rear roof slopes and conversion of the roof space into habitable rooms.	Refused	06.09.2022
20211223	Single storey rear extension with a depth of 6.00 metres, maximum height of 3.60 metres and eaves height of 2.60 metres.	Prior approval not required	26.10.2021
20210847	Erection of a single storey side extension, a front porch and a dormer extension in the front roof slope and conversion of the roof space into habitable rooms.	Permitted	06.09.2021

20180046	Application for a Lawful Development Certificate in respect of the proposed construction of a dormer extension in the rear roof slope, installation of rooflights in the front roof slope and conversion of the roof space into habitable rooms.	Granted	12.02.2018
20100435	Erection of a detached double garage at the rear.	Permitted	07.07.2010

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

Gravesham Local Plan: First Review (1994)

- P3 – Vehicle Parking Standards
- T1 – Impact of Development on Highway Network

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 or adverse comments to make.

Neighbouring properties

The application was publicised by a site notice and to four neighbouring properties by letter. No representations have been received.

Officer's Analysis

Principle of the development

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.

The outbuilding is already in use as a home office, gym and shower room and it is noted that the kitchen area does not contain a hob. This use is a breach of condition 3 of planning permission 20100435, which requires the building to be used as a garage. However, if granted, this application would regularise the conversion.

Design, Character and Appearance

The proposed development comprises of the change of use only with no external alterations to the building. As such, there would be no adverse impact to the character or appearance of the building or the surrounding area and the proposal would be appropriate in terms of design and in line with Policy CS19 of the Gravesham Local Plan Core Strategy (2014).

Amenity of Future Occupiers

The proposed development would not impact upon the private amenity space or internal layout of the application property and would not adversely impact on the privacy, daylight or sunlight of its occupants. As such, the proposal would not be detrimental to the amenity of future occupiers and would be in line with Policy CS19 of the Gravesham Local Plan Core Strategy (September 2014).

Neighbouring Amenity

Due to the design of the proposed development and to the layout and orientation of the surrounding properties, there would be no adverse overlooking, overshadowing, overbearing impacts to the occupiers of the surrounding dwellings. As such, 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. 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 application property is a three bedroom dwelling with planning permission for a fourth bedroom in the roof space. The existing garage was originally approved as a double garage (under planning permission 2010435) but has since been converted away from a parking use.

There is on-site parking for three vehicles on an existing driveway located on the site frontage, which would not be altered as part of this proposal and which can be retained permanently via a condition attached to any planning permission granted. Therefore, as alternative on-site parking already exists, there would be no adverse highway impact.

Overall, the proposal would make sufficient provision for the parking of cars within the site in accordance with the Borough Council's adopted Vehicle Parking Standards 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.

Suggested conditions

Development in accordance with the approved plans

Obscure glazing to en-suite/w.c. window
No openings in flank elevation
Use for incidental purposes only
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:	Richard Hart
Signed:	<i>K Joyce</i>	Signed:	<i>R Hart</i>
Dated:	12 November 2025	Dated:	12th November 2025