



planning.general@gravesham.gov.uk / 01474 33 73 91  
 Civic Centre, Windmill Street, Gravesend DA12 1AU

Application for Planning Permission; Listed Building Consent for alterations, extension or  
 demolition of a listed building

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation  
 Areas Act) 1990 (as amended)

**Publication of applications on planning authority websites**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

## Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

|                |                                                 |
|----------------|-------------------------------------------------|
| Number         | <input type="text"/>                            |
| Suffix         | <input type="text"/>                            |
| Property Name  | <input type="text" value="London River House"/> |
| Address Line 1 | <input type="text" value="Royal Pier Road"/>    |
| Address Line 2 | <input type="text"/>                            |
| Address Line 3 | <input type="text" value="Kent"/>               |
| Town/city      | <input type="text" value="Gravesend"/>          |
| Postcode       | <input type="text" value="DA12 2BG"/>           |

Description of site location must be completed if postcode is not known:

|                                     |                                     |
|-------------------------------------|-------------------------------------|
| Easting (x)                         | Northing (y)                        |
| <input type="text" value="565073"/> | <input type="text" value="174424"/> |

Description

Applicant Details

Name/Company

Title

Mr

First name

Michael

Surname

Atkins

Company Name

Port of London Authority

Address

Address line 1

London River House Royal Pier Road

Address line 2

Address line 3

Town/City

Gravesend

County

Kent

Country

Postcode

DA12 2BG

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

### Description

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s)

With regard to the Port Control Centre (PCC) facility the development will comprise of demolition of an external stairwell; construction of a new single storey roof space, removal and relocation of the radar mast, internal refurbishment, improvements to the exterior facades and new landscaping to provide a level access to London River House and the PCC.

The existing link between the PCC and Grade II listed Royal Terrace Pier will be enhanced, and repaving works is proposed in the forecourt area of the listed pier

Has the development or work already been started without consent?

- ☐ Yes  
☒ No

## Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know  
☐ Grade I  
☐ Grade II\*  
☒ Grade II

Is it an ecclesiastical building?

- ☐ Don't know  
☐ Yes  
☒ No

## Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☐ Yes  
☒ No

## Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes  
☒ No

## Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes  
☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☐ Yes  
☒ No

b) works to the exterior of the building?

- ☐ Yes  
☒ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- ☒ Yes  
☐ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- ☐ Yes  
☒ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

On the eastern façade of the Port Control Centre (PCC), there is an existing link between the PCC and the Grade II Listed Royal Terrace pier and it is proposed that this will be retained and enhanced. As existing the accessway links from the ground floor of the PCC into the front part of the Pier. This accessway is primarily used by PLA Pilots who travel from the office onto the Pier and then onto a pilot vessel on the Thames. This can take place at anytime over a 24 hour period and for safety and security reasons it is considered essential that this link is retained, however due to the proposed removal of the eastern staircase and the façade works to the PCC the following works are required:

The section of the existing link which also forms part of the eastern staircase will be demolished and rebuilt, whilst the existing part of the link between the eastern staircase and the listed pier will remain. There will be no demolition works connected to the pier itself.

It is proposed that the link will be clad in the same render material as the rest of the PCC facade. The external structure of the pier itself will not be changed.

Within the pier forecourt itself there will be no changes and the existing doorway and door to the link will remain in place.

Further details can be found in the associated heritage statement and detailed plans

## Materials

Does the proposed development require any materials to be used?

☒ Yes

☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

**Type:**

Vehicle access and hard standing

**Existing materials and finishes:**

Mix of red/black brick and grey flagstones

**Proposed materials and finishes:**

Kentish Ragstone: Hard Sandy Limestone grey in colour

**Type:**

External walls

**Existing materials and finishes:**

Existing Brick Build Structure for the Port Control Centre

**Proposed materials and finishes:**

Existing Port Control Centre to be over-clad with insulated textured Lime Render - see associated Design and Access Statement for further detail

**Type:**

Windows

**Existing materials and finishes:**

Aluminium Fixed window system

**Proposed materials and finishes:**

Aluminium Fixed window system

**Type:**

Other

**Other (please specify):**

Proposed Level 4 extension

**Existing materials and finishes:**

Brick build shed on roof of Port Control Centre

**Proposed materials and finishes:**

Metal cladding system to rooftop extension. Please see associated Design and Access Statement for further detail

**Type:**

Roof covering

**Existing materials and finishes:**

Bitumen roof on rooftop areas

**Proposed materials and finishes:**

Bitumen roof on flat rooftop areas

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☒ Yes

☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Please see submitted 'list of documents and plans' Word document which contains list of all submitted documents and plans

## Site Area

What is the measurement of the site area? (numeric characters only).

0.41

Unit

Hectares

## Existing Use

Please describe the current use of the site

Use Class E (Commercial, Business and Service) part (i): an office to carry out any operational or administrative functions, (Offices)

Is the site currently vacant?

- ☐ Yes  
☒ No

**Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.**

Land which is known to be contaminated

- ☐ Yes  
☒ No

Land where contamination is suspected for all or part of the site

- ☐ Yes  
☒ No

A proposed use that would be particularly vulnerable to the presence of contamination

- ☐ Yes  
☒ No

## Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- ☒ Yes  
☐ No

Is a new or altered pedestrian access proposed to or from the public highway?

- ☒ Yes  
☐ No

Are there any new public roads to be provided within the site?

- ☐ Yes  
☒ No

Are there any new public rights of way to be provided within or adjacent to the site?

- ☐ Yes  
☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- ☐ Yes  
☒ No

If you answered Yes to any of the above questions, please show details on your plans/drawings and state their reference numbers

Please see associated Design and Access Statement and Transport Statement and the following drawings:

- PCC-BA-10-ZZ-DP-A-01: Proposed Site Plan
- PCC-BA-10-ZZ-DP-A-01: Existing Site Plan

## Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- ☒ Yes  
☐ No

Please provide information on the existing and proposed number of on-site parking spaces

**Vehicle Type:**

Cars

**Existing number of spaces:**

171

**Total proposed (including spaces retained):**

166

**Difference in spaces:**

-5

## Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains sewer  
☐ Septic tank  
☐ Package treatment plant  
☐ Cess pit  
☐ Other  
☐ Unknown

Are you proposing to connect to the existing drainage system?

- ☒ Yes  
☐ No  
☐ Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

Please see associated Flood Risk Assessment and Drainage Strategy

## Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- ☒ Yes  
☐ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- ☒ Yes  
☐ No

Will the proposal increase the flood risk elsewhere?

- ☐ Yes  
☒ No

How will surface water be disposed of?

- ☒ Sustainable drainage system  
☒ Existing water course  
☐ Soakaway  
☐ Main sewer  
☐ Pond/lake

## Trees and Hedges

Are there trees or hedges on the proposed development site?

- ☒ Yes  
☐ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- ☒ Yes  
☐ No

**If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.**

## Biodiversity and Geological Conservation

**Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?**

**To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.**

a) Protected and priority species

- ☐ Yes, on the development site  
☐ Yes, on land adjacent to or near the proposed development  
☒ No

b) Designated sites, important habitats or other biodiversity features

- ☐ Yes, on the development site  
☐ Yes, on land adjacent to or near the proposed development  
☒ No

c) Features of geological conservation importance

- ☐ Yes, on the development site  
☐ Yes, on land adjacent to or near the proposed development  
☒ No

### Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

## Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ☒ Yes  
☐ No

If Yes, please provide details:

See associated Design and Access Statement and Transport Statement

Have arrangements been made for the separate storage and collection of recyclable waste?

- ☒ Yes  
☐ No

If Yes, please provide details:

See associated Design and Access Statement and Transport Statement

## Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ☐ Yes  
☒ No

## All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- ☒ Yes  
☐ No

Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these or any 'Sui Generis' use, select 'Other' and specify the use where prompted. Multiple 'Other' options can be added to cover each individual use. [View further information on Use Classes.](#)

**Use Class:**

B1(a) - Office (other than A2)

**Existing gross internal floorspace (square metres):**

784

**Gross internal floorspace to be lost by change of use or demolition (square metres):**

0

**Total gross new internal floorspace proposed (including changes of use) (square metres):**

944

**Net additional gross internal floorspace following development (square metres):**

160

| Totals | Existing gross internal floorspace (square metres) | Gross internal floorspace to be lost by change of use or demolition (square metres) | Total gross new internal floorspace proposed (including changes of use) (square metres) | Net additional gross internal floorspace following development (square metres) |
|--------|----------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
|        | 784                                                | 0                                                                                   | 944                                                                                     | 160                                                                            |

**Loss or gain of rooms**

For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

## Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- ☒ Yes  
☐ No

### Existing Employees

Please complete the following information regarding existing employees:

**Full-time**

163

**Part-time**

17

**Total full-time equivalent**

172.00

### Proposed Employees

If known, please complete the following information regarding proposed employees:

Full-time

173

Part-time

17

Total full-time equivalent

183.00

## Hours of Opening

Are Hours of Opening relevant to this proposal?

- ☐ Yes  
☒ No

## Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- ☐ Yes  
☒ No

Is the proposal for a waste management development?

- ☐ Yes  
☒ No

## Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- ☐ Yes  
☒ No

## Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ☐ Yes  
☒ No

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes  
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent  
☒ The applicant  
☐ Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☒ Yes  
☐ No

**If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):**

Officer name:

Title

First Name

Surname

Reference

Date (must be pre-application submission)

Details of the pre-application advice received

## Authority Employee/Member

**With respect to the Authority, is the applicant and/or agent one of the following:**

- (a) a member of staff  
(b) an elected member  
(c) related to a member of staff  
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes  
☒ No

## Ownership Certificates and Agricultural Land Declaration

### Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- ☐ Yes  
☒ No

Can you give appropriate notice to **all** the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

- ☒ Yes  
☐ No

### Certificate Of Ownership - Certificate B

I certify/ The applicant certifies that:

- ☒ I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner\* and/or agricultural tenant\*\* of any part of the land or building to which this application relates; or  
☐ The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners\* and/or agricultural tenants\*\*.

\* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years to run.

\*\* 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990.

Owner/Agricultural Tenant

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

Highways & Transportation

**Number:**

4

**Suffix:**

**Address line 1:**

Javelin Way

**Address Line 2:**

Henwood Industrial Estate

**Town/City:**

Ashford

**Postcode:**

TN24 8AD

**Date notice served (DD/MM/YYYY):**

18/10/2022

Person Role

- ☒ The Applicant  
☐ The Agent

Title

Mr

First Name

Michael

Surname

Atkins

Declaration Date

08/11/2022

☒ Declaration made

## Declaration

I / We hereby apply for Full planning & listed building consent as described in this form and accompanying plans/drawings and additional information. I / We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Michael Atkins

Date

02/12/2022