

Steve Baker **Architect**



4th December 2025

Gravesham Borough Council
Planning Department
Civic Centre
Gravesend
Kent DA12 1AU

Dear Sir/Madam

A25370 - Units 3 and 4 Bowes Business Park, Meopham
Our reference – A25370/251204/GBC/SJB

On behalf of our Client, Astroworx Ltd, the business tenants of the property, we confirm the submission today of a Lawful development: Proposed use planning application, Planning Portal reference PP-14536931, for the proposed partial change of specific use and associated internal and external works at Units 3 and 4 Bowes Business Park Meopham Kent DA13 0QB, comprising in addition to this covering letter:

- Completed application form,
- 1000 Location Plan,
- 1001 Existing Site Block Plan,
- 1010 Existing Ground Floor Plan,
- 1101 Proposed Site Block Plan, and
- 1110 Proposed Ground Floor Plan,

The administrative head office of Astroworx Ltd, a specialist air quality services company, currently occupies the whole of Units 3 and 4 of Bowes Business Park under a business tenancy lease. Under the auspices both of this company and, with the now formalised agreement of the landlord, of the current tenancy, the company intends to alter part of the premises to provide a fitness studio, associated internal supporting facilities and upgraded external car parking and access, to enable the use of the proposed facility by all including those with impaired mobility and other disabilities, and to retain part of the premises for administrative office use for both the existing and proposed businesses.

Both the existing and proposed uses fall within the definition of Class E Commercial, Business and Service and, therefore, ostensibly represent permitted change of use without the need for planning permission per se.

Whilst these proposals are not considered to be subject to the need for formal planning consent, the principal purpose of this Lawful Development Certificate application is to seek a formal confirmation from Gravesham Borough Council of this understanding, particularly in respect of the associated external works, and that the proposed uses are lawful.

Should there be any queries or concerns with any aspect of the proposals and this application, we would be pleased to review the proposed works with yourselves in order to achieve an agreed and acceptable proposal prior to the determination of this application.

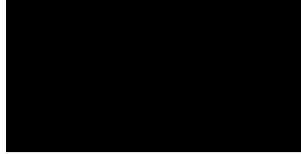
The respective application fee of £149 and the Planning Portal service charge of £85 will be paid separately and directly by the applicant.

We would be pleased to receive the following from you:

- Confirmation of receipt of this application, its validity, registration and that no further information is required,
- A receipt for the application fee,
- Confirmation of the timescale for the formal response to this application.

We look forward to your acknowledgement of receipt of this application at your earliest convenience.

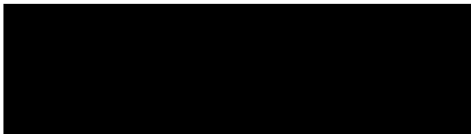
Yours faithfully



Steve Baker
BA(Arch)(Hons) B.Arch(Hons)(Reilly) ARB RIBA

Principal

For and on behalf of Steve Baker Architect



cc – Mr M. Cantwell – Astroworx Ltd

Enc

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