



TERENCE
O'ROURKE

Head of Planning
Folkestone and Hythe District Council
Civic Centre
Castle Hill Ave
Folkestone
Kent
CT20 2QY

21 June 2021

Our Reference: 270601
Planning Portal ref: PP-09792319

Dear Sir/Madam,

Application for the prior approval for the change of use of existing offices to 1 residential unit at Brighter Homes Ltd (building fronting Folly Rd), Folly Road, Folkestone, CT20 1PW

We hereby enclose an application seeking prior approval of the change of use of the rear office building to 1 x two bed residential unit at Brighter Homes Ltd, Folly Road, Folkestone.

The application for the change of use from office to residential is submitted under Schedule 2 Part 3 Class O of the General Permitted Development Order (GPDO) 2015 (Amended 2020).

As a former Use Class B1(a) (now Use Class E as of September 2020), the Prior Approval application under Class O is applicable until 31st July 2021.

The site is located at Brighter Homes, Folly Road and comprises a two storey detached office building with a rear extension. The change of use complies with the provisions of GPDO Schedule 2, Part 3, Class O as set out below and within the enclosed documents.

A separate application has been submitted for the rear office building to convert to residential units. Both applications relate to the conversion only and no new building works are proposed. No new windows will be installed as part of this application.

Schedule 2, Part 3 Class O compliance

The building has been in use as an office for over 40 years, therefore satisfying the permitted development criteria as set out in Class O requiring the building to have been an office on or before 29th March 2013.

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It is also confirmed that the site is not a safety hazard area or a military explosives storage area. The building is not listed or within the curtilage of a listed building. The site is not a scheduled monument.

Furthermore, in pursuant to satisfying the conditions of Class O, we outline the following information:

(a) transport and highways impacts of the development

- As existing, the site is currently served by a vehicular access from Folly Road with an informal parking arrangement for a maximum of 5 vehicles for the current office use (shared with the rear building).
- The proposal complies with the adopted and emerging parking policy standards (IGN3) which considers the provision of on-street parking as acceptable with proposals of this nature and location.
- 2 cycle parking spaces are also provided as part of the proposal, in order to encourage residents to utilise sustainable transport methods.
- The development is unlikely to cause a significant increase the levels of traffic within the site's immediate context. Vehicle movements would be reduced from the current operation.
- Folly Road is subject to Controlled Parking Zone (Zone G) with on-street parking restrictions applied.
- The existing premises currently is served by two parking permits

(b) contamination risks on the site

- The application is accompanied by a Phase 1 Land Contamination Assessment.
- From a review of the relevant findings, historical land use and anticipated ground conditions, the assessment concludes no significant risks from potential contamination.
- Several recommendations are made within the report for construction stage to incorporate.
- A Phase 2 report is not considered necessary.

(c) flooding risks on the site

- The site is within Flood Zone 1 and is not in an area with 'critical drainage problems', therefore a there is low risk of flooding and Flood Risk Assessment is not necessary for this submission.

(d) impacts of noise from commercial premises on the intended occupiers of the development

- The majority of the surrounding buildings are in residential use.
- The rear building currently used as an office is subject to a separate application to convert to residential use.

(e) the provision of adequate natural light in all habitable rooms of the dwellings.



- Each unit will be served by a combination of windows and large rooflights.
- All habitable rooms will be served by windows which will be sized at a minimum of 10% of the floor area of each room.
- As demonstrated in the submitted plans, the levels of natural light within each dwelling will be sufficient.

Internal space standards

The proposals comply with the minimum internal space standards outlined in the Nationally Described Space Standards as referred to by the GDPO..

The new unit exceeds the minimum standards of 58m² and will ensure quality living accommodation is being provided on site, with a floorspace of 72.15m².

The internal layout has been designed to achieve the requirements for individual units, room size proportions and storage.

Application content

In pursuant of this application for prior approval, we hereby submit the following documents.

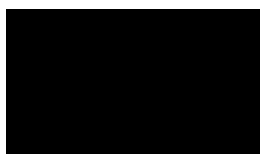
- Completed application form
- Block plan of site
- Location Plan
- Existing and proposed floor plans
- Phase 1 Land Contamination Assessment
- CIL Additional Information Form

The enclosed documents fully address the Prior Approval procedure criteria under Paragraph W of Part 3 GPDO as required by the applicant.

We have included a CIL Additional Information Form. This confirms that the building is currently in use and has been continuously for over 40 years Therefore existing floorspace is credited, resulting in a CIL charge of nil rate (exceeding the 6 months of 3 years requirement). It is further noted that the site is within in a nil rate charge zone for residential development.

We trust that the above information is accurate and look forward to hearing from you in due course. In the meantime, if you have any queries, do not hesitate to contact us.

Yours sincerely,



Greg Blaquiere MRTPI
Technical Director

cc Gareth Dominique M J Real Estate

