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Planning Department
Folkestone & Hythe District Council
Civic Centre
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Our ref: A129.A1.Let01
4th February 2025

Dear Sir/Madam

22-24 CHERITON GARDENS, FOLKSTONE

PROPOSED CHANGE OF USE OF OFFICES TO FORM EIGHT RESIDENTIAL DWELLINGS UNDER SCHEDULE 2, PART 3, CLASS MA OF THE TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (ENGLAND)

This prior notification application is submitted to seek confirmation that the conversion of the offices at 22-24 Cheriton Gardens, Folkstone, into residential use is permitted under Schedule 2, Part 3, Class MA of The Town and Country Planning (General Permitted Development) (England) Order 2015 (GPDO).

This application and accompanying planning statement assesses the proposals against the Class MA criteria and confirms that the proposal meets all of the requirements and that none of the exclusions are applicable.

It is proposed that the office building be converted into 8 homes, comprising 1 two-bedroom flat, 5 one-bedroom flats and two studio-flats. No external changes are necessary to enable this change of use. The existing car parking area to the rear of the building will be utilised by the new dwellings.

The building was originally built as two semi-detached dwellings and was retrospectively converted into office use. As such, the building will provide spacious homes with excellent provision of natural light in all of the habitable rooms. Shared amenity areas/parking space can be provided within the existing parking areas. As such, prior notification should be permitted for the proposed change of use without delay.

We enclose the following documents with this application:

- Prior Notification Submission Forms
- This Covering letter
- Planning Statement – Ref A127 Rep 001
- Site Plan (provided by the Planning Portal)
- 31258A_Existing Elevations (Sheet 1 of 2)
- 31258A_Existing Elevations (Sheet 2 of 2)
- 31258A_Existing First Floor Plan
- 31258A_Existing Ground Floor Plan and Cellar Plan
- 31258A_Existing Roof Plan
- 31258A_Existing Second Floor Plan
- 31258A_Existing Site Plan
- 31258A_Proposed Elevations (Sheet 1 of 2)
- 31258A_Proposed Elevations (Sheet 2 of 2)
- 31258A_Proposed First Floor Plan P01
- 31258A_Proposed Ground Floor Plan and Cellar Plan P01
- 31258A_Proposed Roof Plan
- 31258A_Proposed Second Floor Plan P01
- 31258A_Proposed Site Plan
- CIL completed forms

We trust that this is sufficient for you to progress this submission and we will be in touch to when an officer has been allocated.

Yours sincerely



Susanna Sanlon MRTPI
Director