



Revision P3 Issue for Planning, Aug 2023

## Berkeley House | Lynsted Lane, Sittingbourne, ME9 0RL

Design and Access Statement



Development at the Site of Berkeley House | [Lynsted Lane, Sittingbourne](#)

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## INTRODUCTION

This statement has been prepared by GPM2 in support of a planning application for development of the site known as Berkeley House, Lynsted Lane, Sittingbourne.

The proposal is for a change of use for the whole site from a Care Home to ten individual private residential dwellings along with re-instatement of a previously demolished garage as a one and a half storey cottage.

The site currently comprises a number of new and old buildings summarised as follows -

### **Berkeley House**

11 Bedroom Detached Grade II Listed

### **Berkeley House Day Rooms**

Single storey building associated with the former care home use.

### **Mill House**

Former granary, Grade II listed building with four bedrooms.

### **The Windmill**

Former windmill (albeit the upper half of the building has at some stage been removed), Grade II Listed, five bedrooms.

### **Former Office/Admin Building**

Between The Windmill and Mill House is a former office / administration building. Part of the building is Grade II Listed.

### **Pippin Cottages**

Four no. purpose built one bedroom independent living units, built as ancillary accommodation to Berkeley House.

The buildings are set within a varied landscape of connected gardens with low fencing, mature hedging with a variety of mature trees along with some original architectural ornament and features that make for a delightful setting. The proposal seeks to maintain and enhance the setting with minimal intervention to make the buildings suitable as individual homes.



Photograph Towards Rear of The Mill (Left) and Berkeley House (Right)

## Berkeley House | Lynsted Lane, Sittingbourne

## THE SITE

The site is 0.576 Hectares in area and is situated within the village of Lynsted. The site is bounded to the west by Claxfield Road and to the east by Lynsted Lane. A public right of way adjoins part of the north-western side of the site. The front part of the site, where Berkeley House is situated, is within the built-up area boundary (as set out in the Swale is Bearing Fruits 2031, The Swale Borough Local Plan 2017), the rear part of the site is outside of the built-up area boundary.

Opposite the site to the east (across Lynsted Road) is Lynsted and Norton primary school. Development in the area around the site is characterised by one and two storey family homes.

The site is within the boundary of the 'Lynsted, The Street' Conservation Area. Roughly half of the site lies outside of the village boundary.

There are several existing buildings on the site, three of which are Grade II listed heritage assets. These include Berkeley House, the Mill and The Champions Windmill. In addition, there is also a large garden to the rear with a standalone single storey administration building and a single storey annex/link comprising day rooms to the rear of Berkeley House.

The site also accommodates a more contemporary single storey building comprising four independent living units (known as Pippin House). This building is arranged in an L shape. The former independent living units are connected by two staff areas, a staff accommodation suite, a plant room and a utility/laundry room.

Where a double garage used to sit, next to The Mill, there is now a substantial hardstanding that serves Pippin House as a parking area. Whilst this parking area gives the whole site adequate parking provision it is deemed to have a negative impact on the heritage of the adjoining Listed Buildings in their setting.



PLAN | As Existing Site Layout

## Berkeley House | Lynsted Lane, Sittingbourne

## USE OF THE SITE

The most recent use of the site was as a residential care home up to October 2021 and when the site closed it finally came up for auction in December 2022. Previous to this the properties on the site were used as dwellinghouses.

The care home was registered and operated by Achieve Together Limited to provide accommodation and personal care for up to 19 people with learning disabilities or autistic spectrum disorder. The services provided were spread over the three listed buildings set within the grounds. The main house, then known as The Bakery, had accommodation for ten male service users. The Granary (now The Mill House) and The Windmill were self-contained and staffed independently from the main house. The Granary provided accommodation for four male service users. The Windmill provided accommodation for five female service users. A further more recent addition was Pippin House, set to the rear and accessed via a large car parking area fenced off from the rest of the site.

The planning history associated with Pippin House (permission 16/507054/FULL) noted that at the time of approval, positive weight was given to the fact that the building was to be used as part of the care home facilities across the wider site. The planning report stated:

'The part of the site where the units are proposed is outside the built-up area boundary of Lynsted, and the units do not have private amenity areas. For both reasons I am concerned that they should not be seen as or used as independent dwellings. As such, I have recommended a condition to restrict their use'.

Condition 6 of the consent restricted the use of Pippin house to a residential care home and states that it should not be used as dwellings. Furthermore SBLP Policy ST3 stated that development would not be permitted outside of the built-up area.

This application seeks to offer a justification for the development (including change of use) outside the built-up area and for the use of Pippin House as individual dwellings. Please refer to separate Planning Statement.

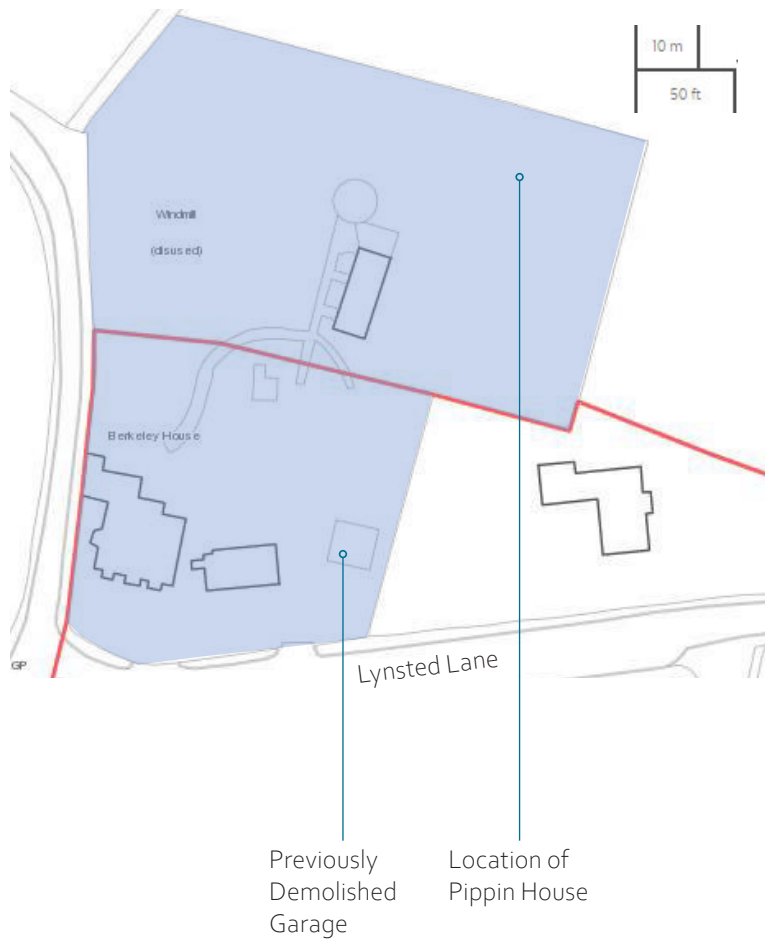


Image showing Village Development Boundary (Red Line)



Photograph of Double Garage (Previously Demolished)

The above photograph is evidence of a single storey double fronted garage that was previously located close to the site entrance. The garage was demolished to make way for a car parking area to the right hand side of the site and leading to the more recent Pippin House to the rear of the site. The building has a mix of facing brick, white painted joinery and a plain tiled roof. The intention is for this building to be re-instated in its original location as a smaller 2 bedroom cottage.

## Berkeley House | Lynsted Lane, Sittingbourne

## CONSTRAINTS ON DEVELOPMENT

### Heritage Impacts

Sections 66 and 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 amount to a statutory presumption against development that would harm the significance of a listed building or a conservation area. The presumption can be outweighed, but only if there are material considerations (which will include a proposal's public benefits) that are strong enough to do so.

The proposals include works to the listed buildings and creation of a new building within the setting of the listed buildings as well as within a conservation area. As such Sections 66 and 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and SBLP Policies CP8, DM32 and DM33 are applicable to this proposal.

In respect of Windmill, the gault brick wing to the south side of the windmill appears to date from the inter-war period, and as such this needs to be treated as curtilage listed. It feasibly forms what was originally erected as a Miller's cottage, but the history is unclear. This is further explored in the Heritage Statement provided in support of the application.

A guiding principle that the Council would expect to see featured in any formal application is that of retaining as much historic fabric as possible and in respect of the two mill buildings in particular, retaining as much of the agricultural character as possible. It is also likely that original architectural features within Berkeley House still exist and it is the intention that these be retained where possible.

### Land Use (Loss of Care Home Use)

The proposal involves change of use of the former care home, which is a form of social infrastructure.

Policy CP5 of the SBLP relate to health and well-being and state that the Borough will safeguard existing community services and facilities, where they are -

- Viable or can be made so,
- Where replacement facilities can be provided without leading to a shortfall in provision,
- Where the local Clinical Commissioning Group (CCG) has indicated a need for health facilities.

Policy CP6 of the SBLP relates to community facilities and services to meet local needs. This policy also seeks to safeguard existing community services and facilities where they are -

- Viable or can be made so unless replacement facilities can be provided without leading to a shortfall in provision.

This application sets out to provide a comprehensive justification for the loss of the care home use (please refer to Planning Statement in the appendices). The justification provided sets out to demonstrate that either -

- The care home use is no longer viable and could not be made so.
- Replacement facilities have been provided and there is no shortfall in provision,
- The CCG (now known as the Integrated Care Board (ICB)) have been contacted and advised that there is no need for the facility.

### Trees and Ecology

There are a number of trees on the site which are of merit. Additionally, trees adjoining the site to the east are the subject of Tree Protection Orders (TPO), namely: TP 85-4 (2 Yew trees and 3 Cypress and 1 Pine and another group of 6 Cypress trees).

A full tree survey has been undertaken and the proposals adjusted to take account of the need to preserve significant trees. For more information please refer to the Arboriculture Survey / Report in the appendices.

This application also sets out to demonstrate biodiversity net gain, along with actively promoting expansion of biodiversity within the design of the new development. The application site is located within the 6km buffer of the Special Protection Area (SPA) which is a European designated site affording protection under the Conservation of Habitats and Species Regulations 2017 as amended (the Habitat Regulations) and Wetland of International Importance under the Ramsar Convention.

Residential development within 6km of any access point to the SPAs has the potential for negative impacts upon that protected area by virtue of increased public access and degradation of special features therein.

The proposals set out to mitigate impacts by contributing to the Strategic Access Management and Monitoring Strategy (SAMMS). The funding will be used to offset any potential impacts as a result of increased recreational activity over the site area.

### Sustainable Design and Construction

Policy DM19 of the SBLP requires proposals to address climate change and reduce carbon emissions in new developments.

The Council's Ecological and Climate Change Emergency Action Plan sets out that new housing developments should achieve a minimum 50% reduction in emissions when compared to target rates in the current Building Regulations.

This application is therefore accompanied by a sustainability statement setting out how the proposals would achieve the required reduction in emissions.

## PLANNING HISTORY

### Grade II Listing Information

Berkeley House  
List entry 1106362, first listed 21st March 1985.

"LYNSTED LANE (north side) 2/75 Berkeley House. Circa 1700 and mid-C19. Timber framed and clad with rendered brick, and rendered and tile-hung to rear, with plain tiled roof to rear, and slate roof to front. Two parallel ranges and projecting wing to rear. Entrance front: mid C19. 2 storeys and attic storey with string course, cornice and corniced parapet, vermiculated and rusticated quoins, and stacks to left and right. Two sashes each floor, and 2-storey segmental bays to left and right, all with pediment and key stones. Central half-glazed door in flat porch on Corinthian columns. Rear range: 2 storeys and half-hipped roof, with irregular fenestration of sashes, Gothick-traceried light and plate glass windows. Projecting tile-hung wing possibly of C15 or C16 date. Interior: moulded beams visible in both parallel wings."

Champion's Windmill  
List entry number 1343930, first listed 21st March 1985.

"LYNSTED LANE (north side), Champion's Windmill, 2/77 50 yards North West of Berkeley House. Base of smock mill. Circa 1800. Red brick, tarred, with yellow stock battlements. Octagonal, base gently battered. One storey with battlements crested by carved eagles. Doorway with double segmental head and wood casement window over. No machinery survives. Interior roofed in. Included for group value."

The Mill  
List entry number 1069309, first listed 21st March 1985.

"LYNSTED LANE (north side), 2/76 Mill 15 yards east of Berkeley House. Steam mill. Mid C19. Painted brick and timber-framed, clad with weather-board with slate roofs. Three storeys with pierced bargeboard and winch hood in gabled roof. Three metal casements on second floor, 2 on first floor, 2 on ground floor, and half doors central to ground and first floors. One storey painted brick outhouse to left with pierced bargeboard to slate roof, and single lead-paned wood casement with gauged head. Included for group value."



Photo of Rear Gardens (c.1895)



Photo Looking Towards Front of Berkeley House (c.1895)

The site has a varied planning history.

The following is a summary of the most relevant applications -

#### **SW/87/0991**

Application permitted  
Change of use from dwelling house to residential care home for the elderly, Old Steam Mill In Grounds Of Berkeley House Lynsted.

#### **SW/06/1328**

Application permitted  
Installation of level access deck pergola and timber cabin for use as snoozelum for disabled persons with learning difficulties within the site boundary (wheel-chair users).

#### **16/507054/FULL**

Application Permitted  
Erection of single storey residential unit comprising of 4 one bed assisted living units.

For full details of planning history refer to separate Heritage and Planning Statements.



Photo Looking Towards Side of Berkeley House (c.1895)

## Berkeley House | Lynsted Lane, Sittingbourne



## LAYOUT AS PROPOSED

The existing access into the site will be retained along with the frontage parking area to Berkeley House and The Mill. The current parking area serving Pippin House will be removed and the previously demolished garage rebuilt as a new small two bedroom cottage.

The vehicle access into the site will be retained through to the existing courtyard fronting Pippin House, which will become the parking area for Pippin House and will allow access for an emergency vehicle to enter the site, turn and leave in a forward gear. Along the route there will be some soft lawned areas created with reinforced ground mesh for additional parking and bicycle stand. Other original paths/harstandings within the site will be retained.

The Mill will remain with its current arrangement with four bedrooms over three floors with its own garden setting to the rear, making a distinctive large family dwelling.

Berkeley House will be split into three dwellings with one dwelling on the ground floor and a communal entrance and staircase leading to two Duplex (two level) dwellings, one on each side of the building. The interventions to make this possible will be kept minimal and to make the building work to meet Building Regulations with particular regard to fire safety and restricting sound insulation levels between dwellings.

The existing Day Rooms linked to the rear of Berkeley House are deemed to be detrimental to the main building and it is the intention for these to be removed. This would clear the way for the garden to the rear to be extended to the back of the site as a communal garden for the benefit of the three tenants. As part of this the existing Office building at the centre of the site, this will sit within the communal grounds of Berkeley House as a shared facility for storage (sheltered bike store) and workshop.

To the back of the site The Windmill will be retained again as a standalone dwelling with minimal intervention. The Assisted Living Units (Pippin House) as a newer building will be split into four small connected dwellings.



PLAN | As Proposed Site Layout

## Berkeley House | Lynsted Lane, Sittingbourne

The following is a brief description of the existing buildings currently on the site -

**Berkeley House**

11 Bedroom Detached Grade II Listed  
Three Stories with Basement

408 sqm Gross Internal Floor Area

**Berkeley House Day Rooms**

Single storey building associated with the former care home use.  
Single Storey with Covered Walkway

66 sqm Gross Internal Floor Area

**Mill House**

Former granary, Grade II listed building with four bedrooms.  
Three Stories with Basement

120 sqm Gross Internal Floor Area

**The Windmill**

Former windmill (albeit the upper half of the building has at some stage been removed), Grade II Listed, five bedrooms.

150 sqm Gross Internal Floor Area

**Former Office/Admin Building**

Between The Windmill and Mill House is a former office / administration building. Part of the building is Grade II Listed.  
Single Storey

39 sqm Gross Internal Floor Area

**Pippin Cottages**

Four no. purpose built one bedroom independent living units, built as ancillary accommodation to Berkeley House.  
Single Storey

201 sqm Gross Internal Floor Area

**AMOUNT**

The following is a summary of the proposal for individual dwellings across the site along with details of their occupancy/size and internal floor area.

Total of 10 Residential Dwellings

Status	Building	Proposal	GIA (sqm)
Existing	Berkeley House	1 x 3B 6P dwelling	140
		1 x 3B 4P dwelling	138
		1 x 3B 4P dwelling	105
Existing	Mill House	1 x 4B 8P dwelling	120
Existing	The Windmill	1 x 4B 8P dwelling	150
Existing	Pippin Cottages	1 x 1B 2P dwellings	56
		1 x 1B 2P dwellings	54
		1 x 1B 2P dwellings	57
		1 x 1B 2P dwellings	55
New	Cottage 1 (Site of Former Garage)	1 x 2B 3P dwelling	87
Existing	Former Office Building	Retain as Store	
	Berkeley House Day Rooms	To Be Demolished	



IMAGE 1 | Photo of the front wall and corner of Claxfield



IMAGE 2 | Photograph of Front Boundary Wall | Existing Site Access



IMAGE 4 | Photo of frontage to The Mill

### LANDSCAPE | Front of Site

Access into the site is a single wide vehicle and pedestrian opening (Image 2). The substantial brick boundary wall to the front continues round to Claxfield Road (Image 1).

On entering the site there is a tarmac hardstanding to the right hand side (Image 3) which is a parking area for the Assisted Living Units. To the left hand side and to the front of The Mill and Berkeley House is an existing parking area, also consisting of a tarmac hardstanding (see Image 4).

The car parking to the front and side are screened off from the rear of the site with close board timber fencing and the access into Berkeley House Gardens to the rear is via an existing metal gate (Image 3) hung off of substantial brick piers.

Spread across the site are an array of mature trees including a large Oak tree next to the main entrance. For full details of the existing trees and their condition please refer to Tree Survey / Assessment in the Appendices. Where existing vegetation has been left unchecked, over time the front of Berkeley House has become shrouded and is no longer visible from the highway, as it was in earlier times (see image on page 8).



IMAGE 3 | Car Park area to the side of The Mill

## Berkeley House | Lynsted Lane, Sittingbourne



IMAGE 5 | Photograph Towards Rear of The Mill



IMAGE 6 | Photo of the rear access to The Mill



IMAGE 7 | Photo of the rear gardens to Berkeley House

### LANDSCAPE | Rear of Site

The existing grounds to the rear of the site follow a relatively flat topography. Boundaries to the side and rear of the site have substantial vegetation and numerous trees that have not been maintained and so have become dense.

To the rear of The Mill (Image 5) there is an enclosed garden bounded by a mix of post and rail fence and mature hedgerow, which help maintain a sense that the grounds come together as a single entity rather than being separated between plots. With The Mill in a slightly elevated position there are steps (Image 6) into the rear of the building with connected paths and routes out into the gardens.

Towards the centre of the site is what is currently an office building (Images 8 & 9) that house a Kitchen and WC. Part of this is Listed (in connection with the Windmill towards the back of the site). It is substantially shrouded in vegetation.



IMAGE 8 | Photo of the Office / Store



IMAGE 9 | Photo of the Office / Administration Building

## Berkeley House | Lynsted Lane, Sittingbourne



IMAGE 10 | Photo of Rear of The Windmill / Boundary Fence to Pippin House



IMAGE 11 | Photo of Frontage to Pippin House

### LANDSCAPE | Pippin House

The grounds to Pippin House as the more recent addition to the site have been set out as a separate entity with a low timber fence between it and The Windmill (Image 10).

To the front of Pippin Cottages is a communal area with a central lawn and connecting paths leading back out towards the car parking area (Image 11).

To the rear of Pippin Cottages each of the units have their own private amenity space (garden area) that are accessed directly and are separated again by low timber fencing.

## Berkeley House | Lynsted Lane, Sittingbourne

## LANDSCAPE | Berkeley House

To the rear of Berkeley House is a linked series of day rooms, a single storey building constructed in timber and masonry with a flat roof and covered walkway. Whilst it is connected to Berkeley House it is of little architectural value and detracts from the character and appearance of the Listed Building. To this end it is proposed that it be removed and the garden area reinstated.

Image 12 shows the day rooms from the side with the covered walkway (close up Image 13). Looking back towards the rear of Berkeley House Image 14 shows the raised walkway that links the Day rooms to the rear garden.

The existing day rooms consist of a Kitchen, and accessible WC, a plant/store room and a soft play room. The structure is in a state of delapidation.



IMAGE 12 | Photo of Days Rooms to Rear of Berkeley House

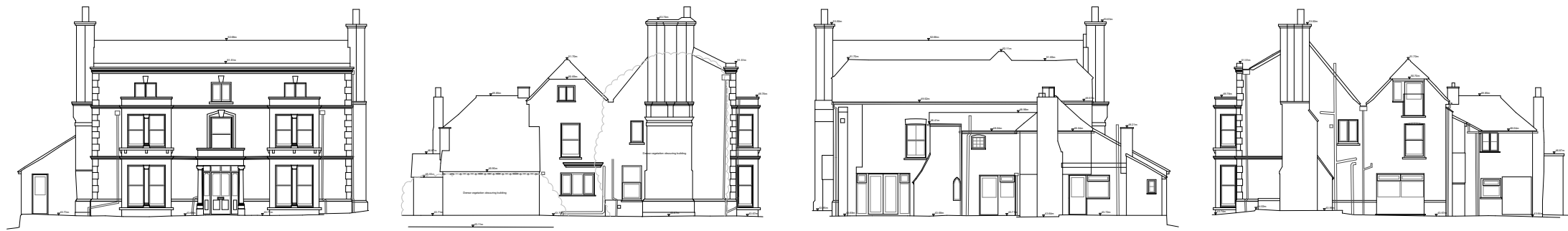


IMAGE 13 | Photo of Days Rooms Link to Rear of Berkeley House



IMAGE 14 | Photo of Days Rooms Long View Towards Rear of Berkeley House

## Berkeley House | Lynsted Lane, Sittingbourne



40.000m AOD  
Elevation A1



AS EXISTING | ELEVATIONAL SURVEY DRAWINGS | BERKELEY HOUSE



AS EXISTING | 3D MODEL VIEWS | BERKELEY HOUSE

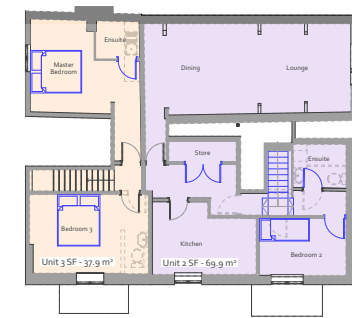
## Berkeley House | Lynsted Lane, Sittingbourne



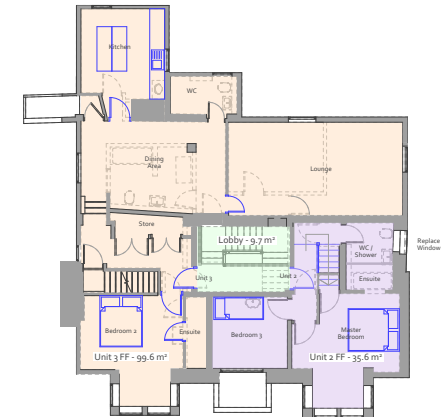
AS PROPOSED | 3D MODEL VIEWS | BERKELEY HOUSE

**APPEARANCE | Berkeley House**

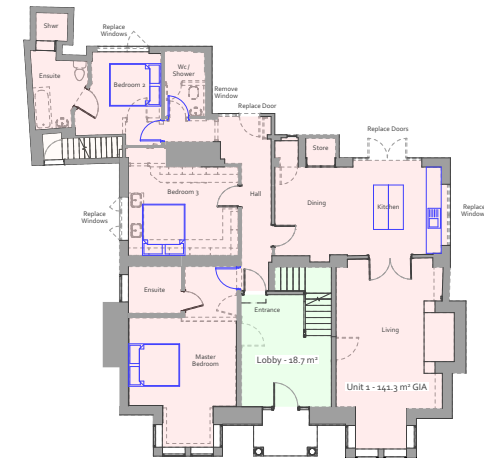
External changes to Berkeley House will be minimal and with the focus on removing features that are not in keeping with the character of the building. To this end there are a number of windows and doors that are later installations and of a more modern appearance, some in uPVC, that will be removed and replaced with painted timber equivalent in a more appropriate style. These changes are highlighted on the plan (right) and are presented in the 3D model above.



Second Floor



First Floor



Ground Floor

- KEY**
- UNIT 3 GIA - 138 sqm Duplex
  - UNIT 2 GIA - 105 sqm Duplex
  - UNIT 1 GIA - 141.3 sqm Single Storey
  - COMMON - 28 sqm
  - NEW ELEMENTS
  - DEMOLISH / STRIP OUT

**Berkeley House | Lynsted Lane, Sittingbourne**



## APPEARANCE | The Mill

It is proposed to retain the existing building with its current layout, as a functioning four bedroom dwelling. The elevations (right) and 3D model below represent the 'as existing' and 'as proposed' state of the building.



AS EXISTING | ELEVATIONAL SURVEY DRAWINGS | MILL HOUSE



AS EXISTING | 3D MODEL VIEWS | MILL HOUSE

## Berkeley House | Lynsted Lane, Sittingbourne



AS EXISTING | ELEVATIONAL SURVEY DRAWINGS | THE WINDMILL



AS EXISTING | 3D MODEL VIEW | THE WINDMILL

## Berkeley House | Lynsted Lane, Sittingbourne

Replace existing timber door with glazed light with addition of Juliette balcony in painted metal



AS PROPOSED | 3D MODEL VIEW | THE WINDMILL

Replace existing modern doors/sidelights with more traditional glazed lights.

### APPEARANCE | The Windmill

External changes to The Windmill involve removal of some of the external fenestration and replacing them with equivalent sized windows/doors that are in a more traditional style, in painted timber to match the existing. Whilst the internal layout will largely remain unchanged, in order to get more light into the two storey part of the building, it is proposed to introduce a glazed element in lieu of a timber door that is currently fixed shut. As full height glazing these will be provided with a Juliette balcony and a painted metal balustrade / guarding.

## Berkeley House | Lynsted Lane, Sittingbourne



AS EXISTING | ELEVATIONAL SURVEY DRAWINGS | ASSISTED LIVING UNITS



AS EXISTING | 3D MODEL VIEWS | ASSISTED LIVING UNITS

## Berkeley House | Lynsted Lane, Sittingbourne

## APPEARANCE | Pippin Cottages

As the internal layout is already split into four units, changes are only required to incorporate the shared areas (previously Wardens Offices) into each unit, in order to provide a good level of accommodation for the occupier.

In order to make the most of the internal height of the Living Area it is proposed to add a small mezzanine floor into each unit, accessed via space saving steps.

Where some of the internal shared areas are incorporated, there will be a few external changes with windows swapped out for smaller units and external doors replaced with windows where they are no longer required.

Each unit will be sized as one bed two person dwellings that will have the minimum 50 sqm gross internal floor area in accordance with Nationally Described Space Standards.

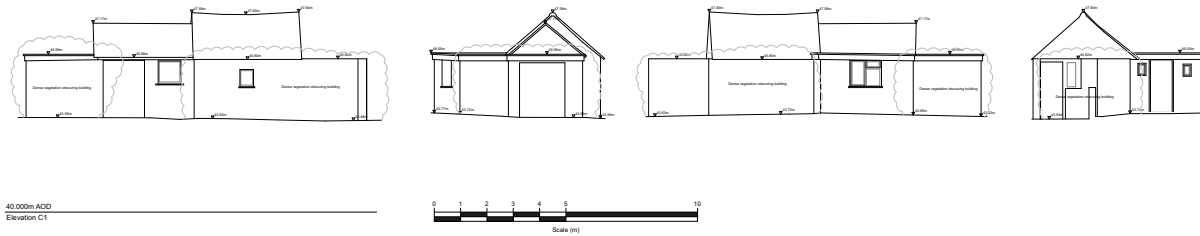


2 | Optional for Mezzanine | 1:100

1 | Ground Floor Plan | 1:50

AS PROPOSED | PIPPIN COTTAGES

## Berkeley House | Lynsted Lane, Sittingbourne



AS EXISTING | ELEVATIONAL SURVEY DRAWINGS | OFFICE/STORE



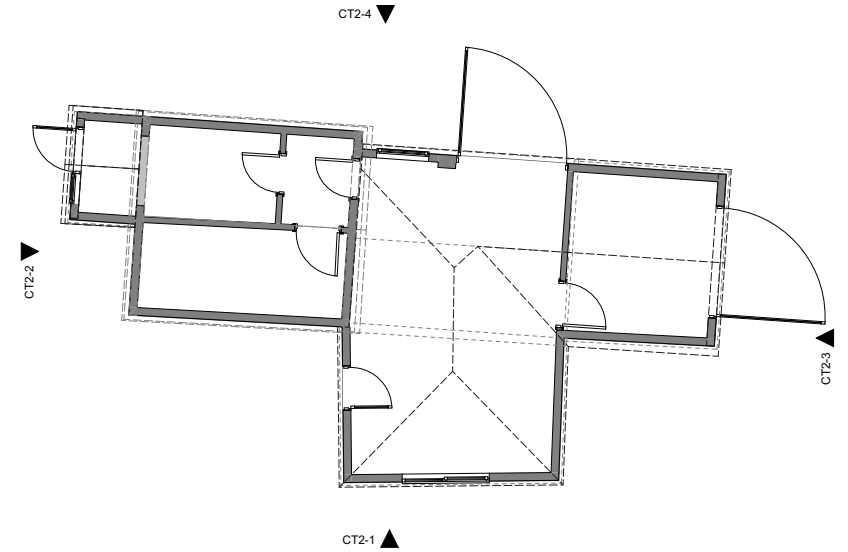
AS EXISTING | 3D MODEL VIEWS | OFFICE/STORE



AS PROPOSED | 3D MODEL VIEWS | OFFICE/STORE

**APPEARANCE | Office / Storage Building**

This building is to be retained within the curtilage of Berkeley House. As the building has some parts with unsightly flat roofs it is proposed that these be replaced with tiled pitched roofs as shown, that will be more in keeping with the character of the other buildings on the site.



**Berkeley House | Lynsted Lane, Sittingbourne**

## GPM2 SUSTAINABLE DESIGN

Policy DM19 of the SBLP requires proposals to address climate change and reduce carbon emissions in new developments. The Council's Ecological and Climate Change Emergency Action Plan sets out that new housing developments should achieve a minimum 50% reduction in emissions when compared to target rates in the current Building Regulations. Applications require a sustainability statement setting out how the proposals would achieve the required reduction in emissions.

The government have already adopted a 31% uplift for Part L over current building regulations (2013) and the standards for this are included in the notional specification below identifying fabric and building services used in the notional building. With the changes in Part L 2021 the provision of photo voltaics along with an uptake in use of heat pumps will be required to achieve a 50% uplift over and above the standards set in 2013. With the move towards low/zero carbon compatible homes from 2025 grid electricity will be decarbonised meaning there is move away from more traditional heating systems such as gas boilers.

To assist in meeting the reduction in emissions, a notional building specification model will be used.

**Design stage SAP calculations will be provided pre-commencement, (in accordance with Building Regulations) showing that the carbon emissions of the property will be at least 50% lower than Building Regulations 2013 Part L1.**

	Current 2013 Part L standard
Floor U-value (W/m <sup>2</sup> .K)	0.13
External wall U-value (W/m <sup>2</sup> .K)	0.18
Roof U-value (W/m <sup>2</sup> .K)	0.13
Window U-value (W/m <sup>2</sup> .K)	1.4
Door U-value (W/m <sup>2</sup> .K)	1.00-1.20
Air permeability at 50 Pa	5.0 m <sup>3</sup> / (h.m <sup>2</sup> )
Heating appliance	Gas boiler
Heat Emitter type	Regular radiators
Ventilation System type	Natural (with extract fans)
PV	No
Wastewater heat recovery	No
γ value (W/m <sup>2</sup> .K)	0.05

This development has been considered with the need for green and sustainable design as a key driver in the delivery of a high quality Hamlet on the outskirts of the village of Lynsted.

The amount of development is driven by the idea that less is more by re-use and conversion of existing buildings. The applicant also sets out to ensure that high quality accommodation in an existing historic setting can be achieved without unacceptably altering the same and respecting the need for low energy demand dwellings. The following measures will be included to help reduce the environmental impact resulting from the construction and lifecycle of the buildings -

### Energy efficiency

As a Grade II Listed building Berkeley House need not comply fully with the current energy efficiency requirements where this would unacceptably alter the dwelling's character or appearance. Works however must comply with the energy efficiency requirements where this would not unacceptably alter the dwelling's character or appearance. Whilst new works should comply with current standards, this would only be to the extent that it is reasonably practicable and only if doing so would not cause long-term deterioration of the building's fabric or fittings.

Where Berkeley House is to be split into individual units there will need to be some consideration of how the individual dwellings are separately heated and whether there is scope for a communal heating source such as a ground source heat pump serving the whole building.

As The Mill and The Windmill will remain as stand-alone units with minimal intervention to make them habitable dwellings, once again as Grade II Listed Buildings they need not comply fully with the current energy efficiency requirements where this would unacceptably alter the dwelling's character or appearance.

As Pippin House was constructed in 2018 the building is relatively up to date with current Building Regulations in terms of it being highly insulated.

There would however need to be some consideration of how the individual dwellings are heated and again whether there is scope for a communal heating source such as a ground source heat pump to serve the whole building.

The new cottage has been designed so that a high standard of energy efficiency can be achieved (based on the figures set out in the indicative FHS noted above) with atleast a 50% reduction over current Building Regulations. With high levels of insulation combined with excellent airtightness that would allow heating via air source or similar heat pump systems, this will all help to reduce the amount of energy used to heat and cool the building, leading to lower energy bills and a reduced carbon footprint during use.

The use of 'A' rated energy-efficient appliances would also be a requirement for all the dwelling houses, as existing and as new.

### Water conservation

The site has existing mains drainage for the discharge of foul waste. The new dwelling will have its own primary connection into this drainage system with only a small net increase in wastewater discharge from the site. All dwellings on the site are designed with the intention to conserve water. This will include the use of products such as low-flow toilets, showers and water-efficient appliances. External water butts will also be used and located for collection of rainwater for watering and irrigation of gardens.

### Sustainable drainage

The amount of hardstanding across the site will be reduced and has been designed to incorporate sustainable drainage using permeable paving and/or reinforced grass. This will help reduce the risk of flooding, improve water quality, and maintain a more attractive environment.

### Sustainable ecology

The existing gardens across the site will be enhanced with some new native plants and trees. This will further improve the existing biodiversity of the area and provide an improved habitat for wildlife. An assessment of the existing Ecology and Aboriculture on the site have been undertaken to determine the existing bio-diversity across the site (see appendices) and how this can be enhanced with further creation of suitable habitat for birds and wildlife.

### Sustainable Materials

The new house will be built using sustainably sourced materials, aspiring to a BRE Green Guide A+ rating along with either reclaimed or recycled materials wherever it is feasible to do so. This will help reduce the environmental impact of the construction process and ensure that the new dwelling is built to last.

Where the existing buildings are to be split to form multiple separate dwellings (Berkeley House and Pippin House) there will need to be sound and fire separation constructed in line with current Building Regulations. This is an essential requirement in ensuring the safety and wellbeing of the building occupants.



Policy CP3 of the SBLP states that dwellings should meet the needs of specific groups including disabled persons.

Accessible and adaptable homes help support the changing needs of residents from raising children through to mobility issues faced in old age or through disability. Such homes have design features that help mobility issues faced due to old age, injury, disability, pregnancy and the presence of young children requiring buggies or equipment. Accessible dwellings have the benefits of enabling independent living, personal health benefits, personal psychological benefits and social cost benefits. Homes such as these are also suited to being visited by people with restricted mobility.

As a driver for accessibility, Part M of the Building Regulations relates to the Access and use of Buildings. Revisions to Part M of the Building Regulations in October 2015 introduced additional technical requirements for accessibility for dwellings (exceeding the minimum standards required by the Building Regulations) known as 'optional standards'. The optional standards may be applied where a local planning authority has a policy in place, based on evidence, that a higher level of accessibility and adaptability in new residential development is viable and necessary to meet current and future housing needs.

Under Part M, Volume 1: Dwellings, mandatory Building Regulations are as set out in Regulation M4(1): Visitable Dwellings. This covers the physical security of dwellings and it requires that reasonable provision should be made for most people, including wheelchair users, to approach and enter the dwelling and to access habitable rooms and sanitary facilities on the entrance storey.

There are then optional Building Regulations as set out under M4(2); Accessible and adaptable dwellings. This provides for dwellings to be capable of adaptation through time to meet the changing needs of occupiers. It requires that reasonable provision should be made to enable most people to access the dwelling.

The new dwelling house should also incorporate features that make it potentially suitable to a wide range of occupants, including older people, those with reduced mobility and some wheelchair users.

Ensuring that the new dwelling and (where applicable) those formed through conversion on this site can be fully and easily used by all sections of the community has been a consideration as part of these proposals. The designers seek to improve existing access for semi-ambulant and disabled people where it is feasible to do so and where it does not adversely impact on the Grade II Listing of the buildings.

As the buildings on the site have previously been used a care home setting there are a number of features that are already present that will assist with making the buildings easily accessible as dwelling houses, including level access thresholds, large accessible WCs and Bathrooms along with a relatively level and flat site topography. Pippin House in particular is well suited to use as dwelling houses as they were specifically designed as assisted living units.

One of the requirements of the regulations is to ensure that "reasonable provision is made to enable disabled people to gain access to relevant premises". To this end the following has been considered with respect to the layout and design of the buildings –

**Technical housing standards (Nationally Described Space Standard (2015))**

The layout of each dwelling has been considered in terms of meeting the requirements of the Nationally Described Space Standards. The standard requires that:

- the dwelling provides at least the minimum gross internal floor area and built-in storage areas stipulated by the standard.

- a dwelling with two or more bedspaces has at least one double (or twin) bedroom.
- in order to provide one bedspace, a single bedroom has a floor area of at least 7.5m<sup>2</sup> and is at least 2.15m wide.
- in order to provide two bedspaces, a double (or twin bedroom) has a floor area of at least 11.5m<sup>2</sup>.
- one double (or twin bedroom) is at least 2.75m wide and every other double (or twin) bedroom is at least 2.55m wide.
- any area with a headroom of less than 1.5m is not counted within the Gross Internal Area unless used solely for storage (if the area under the stairs is to be used for storage, assume a general floor area of 1m<sup>2</sup> within the Gross Internal Area).
- any other area that is used solely for storage and has a headroom of 900- 1500mm (such as under eaves) is counted at 50% of its floor area, and any area lower than 900mm is not counted at all.
- a built-in wardrobe counts towards the Gross Internal Area and bedroom floor area requirements, but should not reduce the effective width of the room below the minimum widths set out above. The built-in area in excess of 0.72m<sup>2</sup> in a double bedroom and 0.36m<sup>2</sup> in a single bedroom counts towards the built-in storage requirement.
- the minimum floor to ceiling height is 2.3m for at least 75% of the Gross Internal Area.

For actual internal gross areas, the number of bedrooms and amount of built in storage for each dwelling please refer to the as proposed floor plans.

**Access to and into buildings**

Unrestricted access is to be provided from the site access for disabled drivers with parking bays located close to the entrance of the buildings. Due to the topography of the site, there will be level access leading up to and into the main entrance of each dwelling.

The site is relatively flat with only the Mill on a raised elevation (approximately 500mm higher than Berkeley House) however the main site access is at the same level and so the external route between the buildings does not hinder access into the dwellings either from the site access or from a parked car within the site curtilage. Each of the dwellings will have a parking bay within a short distance of the dwelling's main entrance and in all cases the main entrances already have level access. As such the new dwelling will have a level access threshold.

**Table 1 - Minimum gross internal floor areas and storage (m<sup>2</sup>)**

Number of bedrooms(b)	Number of bed spaces (persons)	1 storey dwellings	2 storey dwellings	3 storey dwellings	Built-in storage
1b	1p	39 (37) *			1.0
	2p	50	58		1.5
2b	3p	61	70		2.0
	4p	70	79		
3b	4p	74	84	90	2.5
	5p	86	93	99	
	6p	95	102	108	
4b	5p	90	97	103	3.0
	6p	99	106	112	
	7p	108	115	121	
	8p	117	124	130	

### Doors

All existing entrance doors are suitably sized to allow for wheelchair access to the ground storey of each dwelling. The entrance door to the new cottage will have a minimum door leaf width of 800mm will be provided (a 1023mm structural opening) along with 838mm metric door leaves internally that will allow wheelchair users free access throughout the dwelling.

### Internal lobbies and corridors

Where the internal common lobby is provided to Berkeley House this will be a sizeable space affording good access for semi-ambulant and wheelchair users alike.

For the other private dwellings the main entrances will remain as they and with the exception of Mill House will have adequately sized internal private entrance hallways / entrance corridors. For the new dwelling internal the private entrance hallways will be have a minimum clear width of 900mm.

Of all the buildings on the site The Mill House has the least accessible entrance lobby, on entering at the front, however it does have alternative side and rear stepped access. Given that the main staircase is at the front of the building and sits across the front access door, it would be impossible to improve the access without moving the staircase and affecting mean of escape so it is considered not to try to adapt the floor plan. In effect the house, as proposed, will be retained as is.

### Internal stairways

The two upper level dwellings within Berkeley House will be accessed via a communal staircase that has suitably sized clear width, risers and treads so that it can be used as an ambulant access staircase. For this reason there is currently no intention to introduce a stairlift or other type of lift to the upper level dwellings as the ground storey will be a fully accessible dwelling in its own right.

Both upper level dwellings have existing internal staircases going between first and second floor, with one of the staircases having been formerly blocked up, to be reinstated.

The Windmill has an existing internal staircase and it is not intended to change the position or configuration of this, other than to make sure that the lower and upper levels have a fire protected lobby between them.

Where Pippin House is to be split into four separate dwellings, there is scope for a small mezzanine area to be added to each unit and it. It is proposed that these spaces are accessed by space saving steps rather than a full staircase. This is due to their small size as they are not suitable as habitable rooms but as viewing platforms.

The new dwelling will have a minimum 800mm wide (clear width) staircase with equal risers and goings between ground and first floor with a handrail to one side.

### Sanitary conveniences

All dwellings will have a WC located near the main entrance on the entrance storey that can be accessed by a semi-ambulant person. The WC and basin in each of these rooms will be positioned so that there is a clear area within the room at least 750 x 750mm, with the door swing outside of this zone. This is the basic requirement for meeting the requirements of M4(1).

### The provision of tactile surfaces

As the site is relatively flat with minimal changes in external levels, where these do occur around The Mill House, where none already exist, these steps between changes in level will be provided with tactile paving strips to warn people with sight impairment on approach.

### Accessible switches and socket outlets

Where re-wiring is required to bring the existing buildings up to modern safety standards and with respect to the introduction of energy efficient fittings it is proposed that new and replacement switches and sockets are located so that they are easily accessible. To this end, to assist people who have reduced reach, services and control switches and sockets will be positioned so that their centre line is 450-1200mm above floor level, with consumer units mounted so that switches are between 1340-1450mm above floor level, as dictated under M4(1).



Artistic Impression of Frontage to Berkeley House

**Drainage**

Policy DM21 of the SBLP sets out a various criteria aimed at preventing or reducing flood risk. The NPPF (2021), chapter 14 sets out government views on how the planning system should consider the risks caused by flooding. Local Plan Policy CP7 requires that new development is supported by the timely delivery of green infrastructure, including SuDS.

All new developments of more than one dwelling house or where the construction area is 100 square meters or more, require sustainable drainage systems (SuDS) for surface water. In terms of new development on the site, the proposals include a single new build dwelling and the area of new development would be less than 100m sqm. There would also be a substantial area of car park hardstanding that will be removed from the site and this will have a positive impact on the surface water run off across the site.

With only a single new build dwelling constructed on the site, with no net increase in the number of bedrooms across the whole site, demand on the sewerage system and water supply would be nominal. It is considered that evidence to show that sufficient capacity exists in the public sewerage system will not therefore be required.

**Assessment of Flood Risk**

The site is located in an area with a low flood risk. Given the rural nature of the site, the main proposal for dealing with surface water run off on the site will continue to be infiltration to ground.

The above diagrams show the surface area of development that is proposed. It is clear that there will be a reduction in the amount of impermeable finish across the site along with an increase in the amount of permeable finish. Taking the figures in turn there will be a 10% increase in the area of planting and grass/lawn, a 2% increase in the amount of permeable paving, a 35% reduction in the amount of impermeable tarmac with a slight decrease in the overall footprint area of buildings on the site.



**Site Wide Surface Materials**  
As Existing



**Site Wide Surface Materials**  
As Proposed

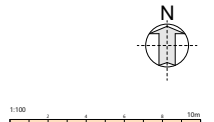
**Berkeley House, Lynsted**  
Diagrammatic Site Layout

Based on these figures the difference in the amount of surface water runoff across the site between the 'as existing' and 'as proposed' use of surface finishes would be considerably less.

Soakage tests compliant with BRE 365 using rainfall data can be provided and it is trusted that this information can be provided through a condition attached to any planning consent, if required.

**Drainage Strategy for the new dwelling house**

It is the intention to implement a basic SuDS scheme on the site to deal specifically with the new dwelling in the form of a new below ground crate system soakaway located below ground, a minimum of 5m away from any building or structure.



## GPM2 HIGHWAYS AND PARKING

The site has an existing wide vehicle access off of Lynsted Lane, measuring approximately 4.7m. This is also the main route in currently for pedestrians. It is the intention that this access be maintained as the width will allow for a two way access for vehicles in and out of the site.

Access to the rear of the site where Pippin House is located will need to be maintained for access by emergency vehicles. To this end two way access has been shown with a much reduced area of hardstanding with the omission of the existing car park. The area immediately in front of Pippin House has been adapted for parking and on site turning for an emergency vehicle so that it can enter and leave the site in a forward gear.

On entering the site the frontage to Berkeley House and The Mill House will be retained as an area currently used for parking vehicles. Between the front of the two properties to the boundary wall there is currently sufficient space for turning a vehicle so that it can leave the site in a forward gear. There are a number of smaller trees along the inside of the front boundary which block the views out from the front of Berkeley House and reduce light coming into the property. Under direction of the Tree Specialist it is proposed that some of these trees are reduced (pruned) or removed so that the buildings become visible from the highway. This will also increase the amount of space around the front of the properties for parking.

In terms of parking provision the following guidance, taken from the Kent Design Guide for Residential Parking, has been used for setting out provision of parking bays on the site –

- 1 & 2 Bedroom Dwellings in a village setting – 1.5 unallocated parking spaces
- 3 Bedroom Dwellings in a village setting – 2 independently accessible parking spaces (one or both allocated)
- 4 Bedroom Dwellings in a village setting – 2 independently accessible parking spaces (both allocated)
- Dwellings with on-plot Parking – 1 Active Charging Point per dwelling minimum output rating 7kW

- Dwellings with unallocated communal parking – 10% Active Charging Spaces and 100% Passive Charging Spaces

With 3 no. 3 bedroom dwellings (6), 2 no. 4 bedroom dwellings (4), 4 no. 1 bedroom dwellings (6) and 1 no. 2 bedroom dwelling (2) there would be a need for 18 parking spaces. A total of 23 no. possible spaces have been indicated on the proposed site plan.

Car Parking spaces are shown based on Kent Parking Standards, as follows –

- Standard bay – 5m x 2.5m Wide
- Abutting Hard Boundary on one side – 5m x 2.7m Wide
- Abutting Hard Boundary on both sides – 5m x 2.9m Wide

For cycle parking provision will be provided partly as a secure communal facility and partly as an accessible parking bay located off of the access road, with numbers based on Kent Parking Standards as follows –

- Houses – 1 space per bedroom, or 23 no. spaces based on a proposal for 23 no. bedrooms across the whole site.



Artistic Impression of Frontage to Mill House



Artistic Impression of Frontage to New Cottage

## Berkeley House | Lynsted Lane, Sittingbourne

The following is a summary of the guidance for waste collection from residential development sites, as set out in British Standard BS5906:2005 (Waste management in buildings – code of practice) –

### Waste Storage

- Bins should be in a separate storage area from bicycles.
- Bins should be inside or at least enclosed. If bins are used outside they should be secured in a compound to prevent them being moved to a position next to the building and set on fire. Stores should be designed and located in such a way as to limit potential noise disturbance to residents.
- Communal container housing should have an impervious floor to permit washing down.
- Individual houses should be provided with the following receptacles –
  - A 240 litre wheeled bin for mixed dry recycling
  - A 240 litre wheeled bin for refuse

Taking the above into account for the ten dwelling houses on the site there would need to have sufficient space to house a total of 20 no. 240 litre wheelie bins.

To this end a refuse compound would be provided adjacent to the main entrance suitable for 10 no. 240 litre wheelie bins for Berkeley House, The Mill and The new Cottage. A second refuse compound would also be provided adjacent to Pippin House and this would house 10 no. 240 litre wheelie bins for The Windmill and Pippin House.

### Waste Collection

- Householders shouldn't need to carry refuse more than 30m to storage areas and these should be within 25m of any waste collection point specified by the waste collection authority.
- Collection points should be at street level and within 10m of the nearest stopping point for refuse collection vehicles.
- The path between the bin storage and collection point must be free of steps and kerbs (a drop-kerb should be designed in wherever possible).
- The maximum distance we would expect a collection vehicle to reverse in order to turn at a turning head is 2 vehicle lengths (up to 15m). It is required that collection vehicles can both enter and exit a development (to leave or rejoin the highway) using a forward gear. Where collection vehicles do have to enter a development, there should be sufficient on-site turning circles or hammerheads to allow safe manoeuvring and exit from the development.
- If an access road is to be constructed for refuse vehicles to use, this must be constructed to a standard that would withstand the weight and vibrations of the vehicle and be wide enough for a vehicle with a maximum width of 2500mm to fit down.

Taking the above into account Pippin House and The Windmill are located further away from the bin collection point located adjacent to the site entrance. Therefore a separate bin storage area is proposed housed within next to Pippin House and within the Store located in the middle of the site. A refuse vehicle would then be able to enter the site in a forward gear and collect bins from the three locations, turn the vehicle on site and leave site in a forward gear.



Artistic Impression of Frontage to New Cottage (Towards Mill House)



Artistic Impression of Re-configured Access in towards Pippin House