

**Medway Council**

**Planning Committee – 3 June 2026**

**Supplementary Agenda Advice Sheet**

**Page 18 – Planning application MC/26/0282 13 Park Avenue, Gillingham, ME7 4AS**

**Alteration to the Description**

Change of use from Class C3 Dwellinghouse into a 7-bedroom, 8-person House in Multiple Occupation (HMO) (Sui Generis) with improved communal living space and amended internal layout; Reinstatement of front balcony, wood. Existing woodwork to front to be repaired, refurbished and painted. To the rear, to install 3 x rooflights and install cycle store within existing side garage. (revised scheme). following removal of permitted development rights (Lawful Development Certificate ref: MC/25/0950).

**Page 32 – Planning application MC/26/0483 Ridgeway, 11 Park Avenue, Gillingham**

**Recommendation**

Updated floor plans have been submitted and, therefore, condition 2 is to be amended as follows:

- 2 The development hereby permitted shall be carried out in accordance with the following approved plans:

Received 10 March 2026:

Site Location Plan  
4AS.11.PR0.002 - Proposed Block Plan

Received 1 June 2026:

4AS.11.PR0.001 REV A - Proposed Floor Plans

Reason: For the avoidance of doubt and in the interests of proper planning.

**Representation**

A response letter has been received from the agent for the applicant dealing with a number of the objections, this letter does not affect the officer's

recommendation in relation to this application. This response letter is set out in full and attached to this supplementary report.

*The response letter does not raise any additional considerations beyond the matters contained within the original Officer Report.*

**Page 70 – Planning Application MC/26/0221 58 York Avenue, Gillingham, Medway, ME7 5JG**

**Recommendation**

The SAMMS Bird fee has now been paid and, therefore, this has overcome the 2<sup>nd</sup> reason for refusal, which is recommended to be deleted.

**Page 80 – Planning Application MC/26/0606 98 Grove Road, Strood, Rochester, Medway, ME2 4BY**

**Recommendation**

Revised plans for cycle parking have been submitted and the conditions below need to be varied to make reference to the new plans.

- 2 The development hereby permitted shall be carried out in accordance with the following approved plans:

Received 01 June 2026:

- A.01 - Site Location Plan
- A.02 - Existing and Proposed Site Plan
- A.04 - Proposed Floor Plans
- A.06 - Proposed Elevations

Reason: For the avoidance of doubt and in the interests of proper planning.

- 5 Prior to the first occupation of the property as a five bedroom HMO, the cycle facilities as shown on approved drawing A.02 Proposed Site Plan and A.07 Proposed Cycle Parking received 01 June 2026 shall be implemented in accordance with these details and thereafter retained.

Reason: In the interests of sustainability and to encourage cycle use with regard to Policy T4 of the Medway Local Plan 2003.

- 6 Prior to the first occupation of the property as a five bedroom HMO, the refuse storage as shown on approved drawing A.02 Proposed Site Plan received 01 June 2026 shall be implemented in accordance with these details and thereafter retained.

Reason: In the interests of sustainability and to encourage cycle use with regard to Policy T4 of the Medway Local Plan 2003.

**Recommendation**

Additional Condition 5 (See representations section below for reasoning)

- 5 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any order amending, revoking and re-enacting that Order with or without modification) the self-contained flats hereby approved shall remain in use as self-contained falling within Class C3 only of the Town and Country Planning (Use Classes) Order 1987 (as amended) (or any order amending, revoking and re-enacting that Order with or without modification) and no change of use shall be carried out unless planning permission has been granted on an application relating thereto.

Reason: To enable the Local Planning Authority to control such development in the interests of amenity, in accordance with Policy BNE2 of the Medway Local Plan 2003.

**Representations**

Four additional representations have been received following the publication of the agenda, and these are appended to this supplementary agenda. In summary, the only new material planning considerations raised by these objections are as follows:

- Concerns that the property would be used as an HMO and not as two separate flats as only one kitchen is labelled across the two flats.
- The revised parking layout would be unsuitable for use from the private access track.

*Officer Comment*

The application is for the use of the extended property as two 2-bedroom self-contained flats and is not for the use of the property as a House of Multiple Occupancy (HMO). Whilst there is only one kitchen labelled on the plans, within the upper flat, it is expected that the 'Living Room' shown on the ground floor flat would be an open plan kitchen/living area which is not an uncommon arrangement for flatted development. The property, once in use as two self-contained flats, could not be operated as one HMO without applying for planning permission, however, each of the flats could be converted into separate HMOs, which could accommodate a total of seven individuals across the two flats, three within the ground floor flat and four within upper flat. It is, therefore, recommended that an additional condition be added to remove permitted development rights for each of the flats if members are minded to approve the application.

The amended parking proposals propose the removal of the existing garage and replace this with a hardstanding area to provide for one additional off-street parking space, in addition to the existing space at the front of the property. Whilst this would be accessed via an unmade track, it is considered that these access arrangements would be suitable for vehicles associated with residential properties. This track accesses a number of properties on Howard Avenue and Delce Road, many of which have existing garages and/or hardstanding areas which are regularly used by residents of these properties. Whilst the existing garage is not large enough to be considered a parking space under the council's parking standards, vehicles could use this garage under the existing arrangements. In addition, the existing garage could be demolished and replaced with a hardstanding area without planning permission.

## Appendices

- A) Planning application MC/26/0483 Ridgeway, 11 Park Avenue, Gillingham – representations
- B) Planning Application MC/26/0385 98 Howard Avenue, Rochester, Medway, ME1 2AN - representations