



PLANNING SERVICES

CONVERSION TO FLATS

- GUIDELINES -

RESIDENTIAL OCCUPIERS STATUTORY RIGHTS

Developers must be assiduous in ensuring that the legal rights of sitting tenants are not infringed during conversion and building works.

Any occupier who feels harassed is entitled to seek advice and assistance from the District Council. Indeed, the Council has a statutory duty to institute criminal proceedings under the Protection from Eviction Act 1977 in appropriate cases of alleged harassment.

If in doubt on questions of harassment in relation to residential occupiers please contact the District Council's legal officers who will be pleased to advise.

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CONVERSION OF EXISTING PROPERTIES TO FLATS

Detached houses have always been popular for conversion to flats, but recent trends have seen more and more terraced properties also being converted. It is therefore important that the local planning authority should ensure that such properties are of an acceptable standard and do not lead, for example, to problems of unsightly development, parking problems or other nuisance to those living nearby. Unfortunately, in some previous cases the standard of accommodation has fallen below that which the Council would like to see, which in turn has resulted in such problems.

This statement is intended to provide applicants with a set of guidelines on the criteria which the Council will take into account when considering planning applications for such changes of use. It does not aim to provide inflexible rules and, as such, the merits of each application will be considered in the context of any special circumstances applying to the particular case. However, it should perhaps be realised that not all properties will be suitable for conversion to flats.

1. "Do I need planning permission and building regulations approval?"

Yes - you will have to make applications for both planning permission and building regulations approval, if you are converting a single dwelling into two or more flats/flatlets. Applications are also required for the conversion of guest houses, hotels, etc to use as flats/flatlets.

"What if the property is a Listed Building?"

Listed Building consent will usually be an additional requirement before any conversion works can commence. This is in addition to the need for planning permission and building regulations approval. Where the proposed conversion of a Listed Building would have an adverse impact on the character of the building, either to the interior or exterior, and Listed Building consent is refused accordingly, the conversion cannot be carried out even though all other consents may have been obtained. (See paragraphs 3 (iv) and 13 for further advice on Listed Building conversions.) Where a conversion involves a Listed Building, consideration may be given to proposals which do not precisely match these guidelines where this is judged to be in the best interests of the Listed Building. If the property is not a Listed Building but lies within a Conservation Area, a separate consent may be required for works involving demolition. Please therefore seek further advice from the Planning Department to ascertain the need, or otherwise, for Conservation Area Consent.

2. Hints on Design and Layout

The most satisfactory conversions are usually those which require the minimum amount of structural alteration. Careful planning is needed if two or more households are to live happily under one roof. The following general guidelines will help to achieve a satisfactory conversion:-

- (a) Minimise noise transmission by, wherever possible, planning bedrooms over bedrooms and living rooms over living rooms and providing good sound insulation.
- (b) Try to arrange kitchens and bathrooms above and below each other in order to simplify, and link with existing, plumbing and drainage arrangements, to avoid undue noise disturbance to neighbours and to improve access for maintenance.
- (c) Access to a habitable room should not be through another room.
- (d) Avoid problems of overlooking adjoining properties. New side windows which provide unrestricted views of the adjoining properties, or the rear garden area of the adjoining property, should be avoided. Existing side windows to rooms such as bedrooms, bathrooms, etc, which overlook neighbouring properties should not be used as principal rooms (lounge, kitchen, etc) in any conversion as this is a potential source of annoyance to the occupiers of the adjoining property.
- (e) Make sure that all new external work matches/complements the existing property in architectural style and materials. This applies to extensions; new walls; parking areas; bin enclosures, etc.
- (f) Larger family type units, which are likely to house children, should, wherever possible, be on the ground floor with access to, and use of, the rear garden. Other flats should also have access to the rear garden for amenity purposes and the drying of clothes. (See Section 5.)
- (g) Steps must be taken to minimise the amount of noise transmitted between flats and between a converted property and adjoining single family residences. Noise transmission must be minimised by a sensible arrangement of rooms and by installing insulating materials where necessary. Planning permission may be refused if the Council considers that measures to minimise noise transmission are inadequate. This requirement will be deemed to be satisfied if the wall and floor insulation between separately occupied units of accommodation and between units of occupation and any common parts of the property complies with Part E of the Building Regulations 1991, Approved Document E "Resistance to the Passage of Sound", and Building Research Establishment Digest No. 293, "Improving the Sound Insulation of Walls and Floors".
- (h) All units should be provided with a satisfactory means of access from the outside. In the case of flats upon upper floors the sole and principal means of access thereto should not take the form of an open, external, staircase.

3. Submission of Plans

Applications for planning permission to subdivide a house must be accompanied by:-

- (i) Plans of the proposed conversion, including existing plans of the property, drawn to a scale of at least 1:100. These plans must show room dimensions, usable floor areas and any proposed elevational changes. Where major elevational changes are proposed, it would be of advantage if adjacent properties were also shown.
- (ii) Plans indicating the landscaping and surfacing materials of any proposed car parking spaces.
- (iii) Plans should indicate not only the internal layout of flats but also the area of garden available, the arrangements proposed for the storage of refuse and also for the provision of adequate facilities to enable occupiers of flats to dry and air clothes.
- (iv) Where Listed Building consent is necessary the District Council will require the submission of additional details showing how the proposed conversion works will affect the character of the listed building, including both internal and external features.
- (v) Where conservation area consent is required for demolition works, photographs are required of the building(s), or part(s) thereof, to be demolished.

4. Standards of Accommodation

(i) Self-containment

The Council wishes to encourage all new units of accommodation to be self-contained. All new units/flats should aim to provide self-contained accommodation with a separate entrance protected against fire risk and generally laid out in a logical fashion to afford economical use of space, adequate privacy and minimum disturbance to neighbours from noise. The Council believes this arrangement is necessary, in order to provide occupants with a suitable standard of accommodation.

However, there are occasions when a lower standard of accommodation may be appropriate, particularly where the tenants may be considered to be transient and where complete self-containment is not essential due to the limited occupation of the units. Such units which are not self contained may, under certain circumstances, be considered by the Council as "Houses in Multiple Occupation" under the Housing Acts. While the standards contained within this document are for self-contained accommodation, the legally enforceable minimum standards for non self-contained accommodation can be obtained from the Environmental Services Department of the Council.

(ii) Size of Unit

As mentioned previously the Council considers that not all properties are suitable for conversion to separate residential units.

It is considered that a building, the overall floor area of which is less than 110 sq m (1184 sq ft) is of insufficient size to be converted to smaller units.

In addition, the Council considers that self-contained units, with an overall floor area less than the following dimensions are too small for separate habitation:-

| | |
|--|------------------------------|
| Self-contained bedsitter | - 30 sq m (323 sq ft) |
| Self-contained one bedroomed flat | - 40 sq m (430 sq ft) |
| Self-contained two bedroomed flat | - 50 sq m (538 sq ft) |

(iii) Size of Rooms

The Council believes that the following minimum room sizes are necessary in order to safeguard the standard of accommodation within the District:-

Self-contained bedsitters

Each unit should have a bedsitting room with a net minimum size of 16 sq m (172 sq ft). If the kitchen is combined with the bedsitting room the size of the bedsitting room/kitchen should be at least 6 sq m (64.5 sq ft) larger. A separate kitchen within the accommodation should have a net minimum size of 5.6 sq m (60 sq ft). In addition, within the accommodation unit there should be a bathroom/shower-room/wc.

Self-contained flats and maisonettes

Each unit should have at least two habitable rooms in addition to bathroom and kitchen. Outline minimum sizes and widths are as set out below.

| | Width | Total Size | | |
|-------------------------------|---------------|-------------------|---------------|--|
| Main or only bedroom (double) | 2.44m (8 ft) | 11 sq m | (118.5 sq ft) | |
| Second bedroom (single) | 2.13m (7 ft) | 8 sq m | (86 sq ft) | |
| Living Room/Kitchen-diner | 3.05m (10 ft) | 20 sq m | (215 sq ft) | |
| Kitchen-diner | 2.13m (7 ft) | 13 sq m | (140 sq ft) | |
| Living Room | 3.05m (10 ft) | 14 sq m | (150.5 sq ft) | |
| Kitchen | 2m (6 ft 6in) | 6 sq m | (65.5 sq ft) | |

Net floor area is defined as the area enclosed by the walls and includes cupboards which can be entered from within the room. It excludes balconies and any floor area below a sloping ceiling where the ceiling is less than 1.52 metres (5 ft) in height.

(iv) Bathroom/Shower-Room/WC Compartment

The following standards satisfy the Building Regulations and aim to make facilities as convenient and pleasant as possible:-

- (a) Access to bathrooms, shower-rooms, wc compartments, from bedrooms should not be through other rooms, particularly kitchens.
- (b) Where there is a problem of overlooking from bathrooms or shower rooms, obscure glass should be installed.
- (c) Units capable of accommodating more than five people should have an additional separate wc with a washhand basin.
- (d) Internal bathrooms/shower rooms/wc compartments with mechanical ventilation to the minimum Building Regulation requirements are considered satisfactory.
- (e) A ventilated lobby should be provided to the wc compartment, if it is entered from the kitchen or living room.
- (f) Bathrooms/shower rooms/wc compartments, should be on the same floor as, or only one flight of stairs away from, the bedrooms.
- (g) All bathrooms/shower rooms must be of adequate size to accommodate a bath (or shower) and washhand basin together with circulation space. Bathrooms should generally have a minimum size of 2m x 2m (6ft 6in x 6ft 6in) unless a shower is installed when the width of the room can be reduced to 1.52 metres (5 ft).

(v) Kitchens

Windows must lead directly to the outside air.

Internal kitchens, without windows, are not generally considered satisfactory since kitchens are usually one of the most important rooms and as such should be well ventilated and not dark and windowless.

In addition each kitchen shall contain:-

- (a) A stainless steel or enamelled sink and drainer.
- (b) Working surface at least 500mm (1'8") in depth and 2 m (6'6") in width.
- (c) Adequate space for a cooker.

- (d) Adequate space for a refrigerator.
- (e) An adequate number of power points suitably placed together with cooker panel.
- (f) Mechanical extraction via wall fan or cooker hood.

(vi) Bedrooms

Access from a bedroom to the front door of the flat should not be through the living room or another bedroom.

5. Amenity Space

Back gardens to terraced properties should, where possible, have a minimum length of 10.67 metres (35 ft) for amenity use and access should be provided from all units.

Rear extensions to facilitate conversions should not reduce amenity space below the required standard.

Where possible, amenity space should contain suitable clothes drying facilities sufficient in number for the likely occupants of all of the flats. In addition, a properly constructed airing cupboard should be provided. Where external clothes drying facilities are inadequate for the number of flats or, where access for all of the flats to the rear garden is not possible, then each unit should be provided with a tumble dryer, vented externally, in addition to an airing cupboard.

Each unit should be provided with facilities for hanging outdoor clothes etc. Wherever practicable, this facility should be sited in an adequately sized entrance hall.

In granting planning permission for the conversion of a building with amenity space to self-contained units of residential accommodation, the Council will expect such amenity space to be retained for use by the residents of the newly created units.

6. Refuse Collection

The Council is most concerned that the appearance and character of housing areas are not damaged by the inappropriate siting of refuse bins and refuse storage areas to the front of terraced houses and/or within public view. Such prominently sited refuse storage areas are not compatible with the Council's desire to upgrade the image of the area and therefore open storage of refuse bins, or stores to contain such bins, should not be sited within the front garden or other parts of the front of the property.

Refuse bins should be stored at the side or rear of the property in suitably designed containers sufficient for the accommodation of enough bins to accommodate the weekly refuse of all of the occupiers of the flats.

All flats should have access to the refuse storage area as should the refuse collectors. The maximum distance from the bin to the nearest refuse vehicle access must not be more than 25 metres (82 ft). If the refuse storage area is greater than 25 metres from the

nearest refuse vehicle access, then arrangements must be made for refuse bins to be brought from the storage area to an appropriate and accessible point within 25 metres of the access on collection days and returned to the normal storage area after being emptied.

Many terraced houses within the District have basement areas with access at the front of the building from the adjoining pavement. In such circumstances, bin storage can usually be achieved in former coal cellars or in suitably designed storage areas beneath stairways, out of public view.

7. Car Parking

Ideally, properties suitable for subdivision to flats should have their own off-street car parking or be in an area where parking on the street is not likely to cause a problem to the free flow of traffic.

Major Roads

The Council are therefore likely to find it unacceptable to grant consent for the conversion of properties to flats which would be likely to result in additional on-street car parking on classified roads, major roads and feeder roads, (See Appendix 2), particularly where they are narrow. Therefore, all proposals to convert existing buildings to self-contained flats, where the existing building is situated on such a road, must be accompanied by proposals for the provision of off-street car parking in accordance with the standards laid down by the Kent County Council, unless

- (a) the road in the immediate vicinity of the building is sufficiently wide to permit parking without disruption to the free flow of traffic or,
- (b) the highway for a considerable distance on either side of the property is the subject of parking control by the use of yellow lines, or,
- (c) the change of use envisaged results in a reduction in the parking requirements when the Kent County Council car parking standards are applied to both the existing and the proposed use.

In the case of (a) above, the carriageway must be at least 11 metres (36 ft) wide.

Other Roads and Streets

On roads not designated as classified roads, major roads or feeder roads and on residential streets where there are no yellow lines controlling parking, the Council will wish to ensure adequate passage at all times for emergency vehicles. It is therefore unlikely that planning permission will be granted for flat developments on non-major roads and residential streets where the carriageway width in the immediate vicinity of the building is less than 7.3m (24 ft), unless,

- (a) the proposals include provision for off-street parking for the number of flats envisaged, or
- (b) the capacity of the existing road is sufficient to absorb the additional on-street parking, or

- (c) the change of use envisaged results in a reduction in the parking requirement when the Kent County Council car parking standards are applied to both the existing and the proposed use.

On other access roads and residential streets greater than 7.3m (24 ft) in width whilst off-street parking is desirable, it is not considered essential and will not normally be a reason for the Council to refuse an application for subdivision to flats except where excessive on-street car parking would be likely to result in the disruption of the free flow of traffic to an unacceptable degree.

It is recommended that where the proposed development is onto a highway of less than 7.3 m (24 ft), early discussions take place with the Highway Authority to establish the available parking capacity of the highway.

Nothing in the above guidelines should be construed as giving authority for the parking of vehicles where traffic restrictions (yellow lines) are present or proposed.

Where new purpose-built flats are proposed, the Council will expect a standard of car parking provision equivalent to that laid down in the Kent County Council car parking standards irrespective of where it is located. (Lists of classified roads, major roads, feeder roads and Kent County Council car parking standards for flats are contained in Appendix 2).

8. Siting of Car Parking Spaces

(i) In front, or to the side, of the property

It is important that any proposed car parking in the front or side garden should not unduly affect the street scene. To that end, front garden parking requires a garden depth of at least 5.5m (18 ft). and the area must be suitably landscaped. Parking to front gardens will not be allowed where it would cause the removal of a mature tree or trees, or other landscape features, which contribute to the street scene. The layout, surface materials and landscaping must form an integral part of the planning application and where parking is to be provided must be shown on the submitted application plans.

(ii) Behind the building line

Where rear access exists parking in the rear of gardens to existing properties will be possible, provided it is not out of character with the surrounding dwellings nor unduly interferes with the existing use or enjoyment of neighbouring gardens. As a rule of thumb no more than one half of the rear garden should be used for parking purposes. Again, it is important that any proposed rear garden parking is well screened from both the existing and the neighbouring properties and liberal use of new planting, fencing and walls is recommended. The layout, surface materials and landscaping scheme should form an integral part of the planning application (Advice on landscaping of car parking areas is attached as Appendix 1).

9. Lighting

- (a) Each habitable room (eg. living room, bedroom, dining room) and kitchen should have a glazed, external window area equivalent to at least 10% of the floor area of the room, and some part of the window should be at least 1.75m (5'9") above floor level.
- (b) Where there is a continuous solid external obstruction within some 3m (9' 10") of the window or windows of a habitable room, for example, as may occur outside a basement, (an "underground room") there should be a glazed area totalling not less than 1/10 of the floor area of the room, above the points on the window or windows from which a line can be drawn upwards at a vertical angle of 30° with the horizontal to pass the top of the obstruction. For this calculation, a bay window with side lights may be treated as a flat window, equal in area to the sum of the front and side lights and situated at a distance from the face of the wall from which the bay projects, equal to half the maximum depth of the projection.
- (c) All rooms, including circulation areas and common areas, should be adequately lit by electricity.
- (d) All common areas should be provided with Emergency Lighting complying with BS 5266: Part 1: 1988.

10. Ventilation

- (a) Each habitable room and naturally ventilated water closet compartment should be ventilated to the external air by a window, the openable area of which is equivalent to at least 5% of the floor area of the room.
- (b) Each kitchen should be ventilated to the external air by a window (no minimum size) and by mechanical ventilation rated at not less than 60 litres/second or 30 litres/second if situated adjacent to a hob.
- (c) Each bathroom should be ventilated to the external air by a window (no minimum size) and by mechanical ventilation rated at not less than 15 litres/second.
- (d) Background ventilation provided by way of trickle ventilators, or similar, having a minimum area of 8,000 mm² should be provided to all habitable rooms and an area of 4,000 mm² to all other rooms.
- (e) Where the free circulation of air to a habitable room may be restricted, such as in an "underground room", the floor of which is more than 0.9m (3 ft) below the surface of the adjacent street or ground, there should be an unobstructed space immediately outside the window opening which extends the entire width of the window or more and has a depth of not less 0.6m (2 ft) measured from the

external wall or not less than 0.3m (1 ft) in the case of a bay window with side lights.

- (f) Each underground room should have a minimum average ceiling height of 2.15m (7 ft).
- (g) All rooms (particularly rooms within the roof space with a sloping ceiling) should have a minimum ceiling height of 2.15m (7 ft) over 50% of the area of the room.

11. Automatic Fire Detection

All buildings being converted to flats will be required to incorporate an automatic smoke detection and alarm system.

12. Water Supply

Each unit should be provided with an individual water stop cock.

13. Listed Buildings/Conservation Areas

There are around 2,000 buildings in Thanet 'listed' as being of architectural or historic importance.

Any alterations which affect the character or appearance of a Listed Building including works to the interior as well as exterior may require a separate and specific grant of Listed Building Consent in addition to planning permission and building regulations approval.

It should not be assumed that any conversion proposal which complies with the guidelines as set out in this booklet, and where planning permission and building regulations approvals have been obtained, will automatically receive Listed Building Consent. Accordingly, it is imperative that the Listed Building ramifications of a conversion proposal are addressed at the outset.

If you are in any doubt as to whether or not the building you wish to convert is a Listed Building, please consult the Planning Department which will be pleased to advise and may be able to offer you specialist advice concerning the Listed Building aspects of the conversion work you wish to carry out. **It is an offence to demolish in whole or in part a Listed Building or carry out alterations without first obtaining Listed Building Consent.**

There are a number of conservation areas throughout the towns and villages of Thanet. These areas are designated for their special character and appearance and it is important for all development proposals to preserve and enhance these features. Conversion proposals which involve external works likely to affect the character or appearance of such areas should therefore be treated with care and detail.

Advice on alterations to Listed Buildings and development proposals within conservation areas can be found in Planning Guidance supplementary to the Isle of

Thanet Local Plan. For details please contact the Conservation Section of the Planning Department (See Appendix 3).

14. Summary

The above points are intended as general guidance to individuals or developers, wishing to convert existing properties to self-contained flats. Whilst there is no guarantee that strict adherence to the points referred to above will automatically ensure that you obtain the necessary consents, your early attention to these points before making an application will ensure that your application has the best chance of proceeding swiftly and smoothly through the Planning, Listed Building, Conservation, Building Regulations and Highways procedures.

APPENDIX 1

Advice on landscaping front gardens to incorporate car parking.

The following advice and examples should help you to plan your car parking so that you maintain an attractive front garden. The landscaping scheme should complement and harmonise with the original design whilst providing a serviceable hardstanding for vehicles.

LAYOUT

(i) *Planting*

Provide at least 1m (3' 3") width and preferably more for plant beds. The density of planting should be sufficient to ensure screening of the car parking and also give the impression of a normal front garden. However, care must be taken when choosing and positioning shrubs or trees to avoid possible future damage to pavings and foundations.

(ii) *Hard Surface*

Define car spaces and footpaths with materials such as bricks (see diagrams). The type of materials used should be related both to surrounding materials and the overall scheme.

(iii) *Bin Stores*

Should be located to the side or rear of the property (see Section 6), constructed of materials to match the house and should be screened by planting.

(iv) *Access*

Where the property is on a classified road, planning permission will be required to create a means of access onto that road.

(v) *Crossover*

In all cases where access exists or is to be provided onto the road a properly constructed cross-over must be provided to the requirements of the Local Highway Authority.

PLANTING

Grass

Beware of maintenance. Mowing a small lawn is often difficult. If grass is used, a clean cut rectangle is probably easiest to maintain and this can be made more interesting by planting a small tree or large shrub in it.

Flowers

Flowers are seldom enough to hide cars and bins, while blooms are often short lived. Colour and screening are often better achieved with flowering shrubs or climbers/creepers.

APPENDIX 1 (Continued)

Shrubs

Shrubs are recommended for massed greenery and colour effects. They also require very little maintenance once they are established and can virtually exclude weeds.

Climbers/Creepers

Where walls or fences provide suitable locations, climbers/creepers such as Ivy, Russian Vine and Honeysuckle can give all year round interest and screening whilst at the same time providing habitats for wild life.

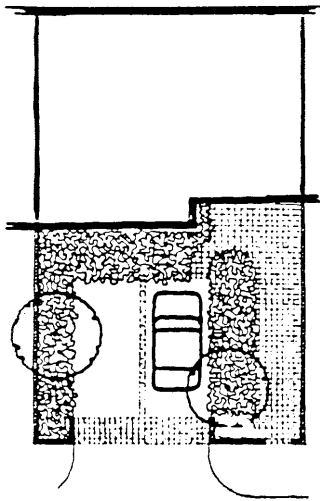
Trees

Trees are recommended to improve the attractiveness of your own garden and the street scene generally. Care should be taken not to choose a tree which is unsuitable for your soil conditions or one which is likely to grow too large if you have only a restricted space available. Horsechestnut and Lime trees are not very suitable for planting in parking areas.

When choosing your plants bear in mind your local soil conditions. Choose plants which will not need much maintenance and ones which will not grow too large nor cause damage to nearby pavings and foundations.

| Shrubs suitable for front of garden | Shrubs suitable for centre and back of garden | Trees minimum of 4.6m (15') from house |
|--------------------------------------|---|--|
| Contoneaster - low growing varieties | Berberis Darwinii, Stenophylla | Sorbus Aucuparia |
| Berberis - low growing varieties | Berberis Vulgare | Sorbus 'Joseph Rock' |
| Hypericum Calycinum | Lonicera Nitida 'Baggesen's Gold' | Rhus Typhina |
| Prunus Otto Luyken, Zabeliana | Cotoneaster-varieties | Malus Tschonoskii |
| Potentilla Fruiticosa | Cornus Alba, Stolonifera | Acer-Grosseri; Griseum; |
| Lavender | Cytissus-varieties | Davidii and Capillipes |
| Hebe - low growing varieties | Hypericum Hidcote | Crataegus Oxycantha |
| Euonymus Fortunei Emerald | Hypericum Androsae | Crataegus Monogyna |
| N'Gold Variegatus | Mahonia Japonica | Prunus Amanogowa |
| Senecia Greyi | Viburnum-varieties | Betula 'Dalecarlica' |
| Spiraea 'Anthony | Viburnum-Lanata | Betula 'Fastigiata' |
| Waterer' Gold Flame | Rosemary | Aralia Elata - Standard |
| Roses including 'wild' roses | Spiraea Arguta | Cercis Siliquastrum |
| | Elaeagnus-varieties | Pyrus Salicifolia |
| and ramblers | Weigela Florida 'Variegata' | Ilex Aquifolium |
| Rubus Caesius | | Malus Sylvestris and other varieties |
| Erica Carnea Vars | | Prunus Padus |
| Ulex Galli | | Euonymus Europaeus |
| Prunus Tenelia | | |
| Vinca Minor | | |

APPENDIX 1 (Continued)



Hardstanding Concrete

Although this is the easiest material for DIY it gives a "dead" effect and should be relieved with setts or bricks. For small areas "brushed" concrete can however look attractive.



Tarmac (including colours)

Like concrete this is unattractive in large areas and should be broken up by use of other materials e.g. paviors or bricks for paths or to indicate the boundary of each car space.



Concrete Slabs

Small slabs bear vehicles best. Large slabs tend to crack.



Gravel

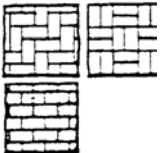
Looks good but gets kicked about and walked indoors. However an inset of loose gravel copes well with stains from dripping oil.



Brick

Hard bricks (e.g. engineering or brindles) are recommended. Right scale and texture but high cost.

Useful for relieving a large expanse (see **Concrete**) or for a small area such as a path.



Crazy Paving

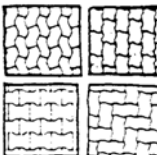
Like concrete and tarmac this can be unattractive in large areas.



Interlocking Stones

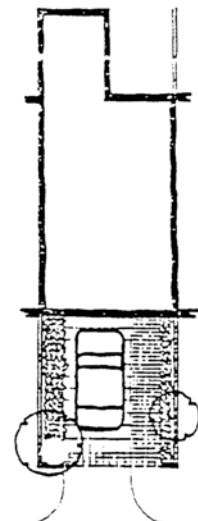
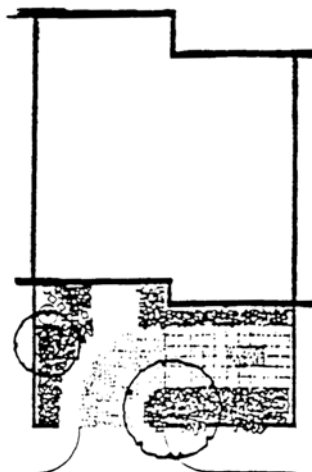
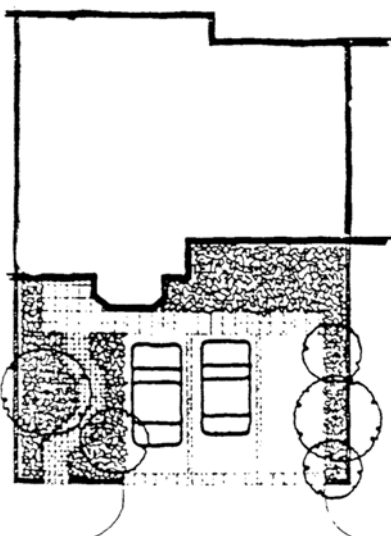
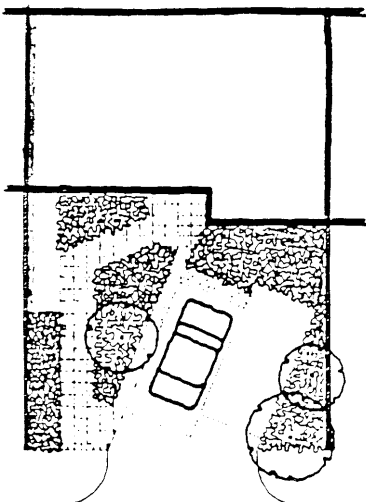
These come in a variety of shapes, textures and colours and can be used alone or in combination with other materials. Dark stones and those which allow grass to grow through do not show oil stains as much as light surfaces.

However, unless grass is allowed to grow through properly before regular use starts then this type of surfacing is not very satisfactory. Shrubs and trees can be grown through some types of interlocking blocks.



Granite setts

As an inset copes well with stains from dripping oil.



APPENDIX 2

Parking Standards

- | | |
|----------------------------------|---|
| (a) Single bedroomed units | Provision shall be made for the parking or garaging of one car plus one car space per three units casual visitors parking within the curtilage of the site. |
| (b) Two or three bedroomed units | Provision shall be made for the parking or garaging of one car and the casual parking of a second visitor's car within the curtilage of the site. |

For further details please refer to the Kent County Vehicle Parking Standards.

CLASSIFIED ROADS

The list below is not definitive and you are advised to contact Kent Highways to verify whether your road is classified.

Class 1 ('A' Roads)

Belgrave Road, Margate
Boundary Road, Ramsgate
Broadstairs Road, Broadstairs
Canterbury Road, Birchington
Canterbury Road, Margate
Canterbury Road, Sarre
Canterbury Road, St Nicholas
Canterbury Road, Westgate
Canterbury Road East, Ramsgate
Canterbury Road West, Minster (From Cliffsend to Prospect roundabout)
Canterbury Road West, Monkton (From Prospect to Monkton roundabouts)
Canterbury Road West, Ramsgate (From Lord of the Manor through Cliffsend)
Dane Court Road, Broadstairs
Dunstrete, Monkton (From Gore Street to Sarre)
Dunstrete, Monkton (From Monkton roundabout through Gore Street)
Eaton Road, Margate
Grosvenor Gardens, Margate
Haine Road, Ramsgate
Hereson Road, Ramsgate
High Street, Broadstairs (Between The Broadway and Queens Road)
High Street, Margate (Between Grosvenor Gardens and St Peters Road)
High Street, St Lawrence
Nethercourt Circus, Ramsgate
Nethercourt Hill, Ramsgate
Park Road, Ramsgate
Queens Avenue, Margate
Queens Road, Broadstairs
Ramsgate Road, Broadstairs
Ramsgate Road, Margate (Between Queens Avenue and Margate Road, Broadstairs)
Ramsgate Road, Margate (Between Victoria Road and Queens Avenue)
Royal Harbour Approach, Ramsgate
Sandwich Road, Cliffsend
St Peters Road, Broadstairs (Between Broadstairs Road and The Broadway)

APPENDIX 2 (Continued)

CLASSIFIED ROADS (Continued)

Class 1 ('A' Roads) (Continued)

St Peters Road, Margate
Thanet Way, St Nicholas (Between district boundary and St Nicholas roundabout)
Thanet Way, Monkton (Between St Nicholas and Monkton roundabouts)
The Broadway, Broadstairs
The Square, Birchington
Westwood Road, Broadstairs

Class II ('B' Roads)

Albion Road, Broadstairs
Albion Street, Broadstairs
Beacon Road, Broadstairs (Between Westover Road and Albion Road)
Cecil Street, Margate
Charlotte Street, Broadstairs
Churchfields, Margate
Churchfields Place, Margate
Cliff Terrace, Margate
College Road, Margate
Eastern Esplanade, Margate
Ethelbert Crescent, Margate
Ethelbert Terrace, Margate
Fort Crescent, Margate
Fort Hill, Margate
George Hill Road, Broadstairs (Between Northdown Park Road and Whiteness Road)
George V Avenue, Margate
Grange Road, Ramsgate (Between London Road and St Augustines Road)
Green Lane, Broadstairs
Harbour Parade, Ramsgate (Between Royal Parade and Madeira Walk)
Hartsdown Road, Margate (Between George V Avenue and College Road)
Hawley Square, Margate (Between Churchfields Place and Cecil Street)
Hawley Street, Margate
High Street, Broadstairs (Between Queens Road and Albion Street)
Joss Gap Road, Broadstairs
Kingsgate Bay Road, Broadstairs
London Road, Ramsgate
Madeira Walk, Ramsgate
Manston Road, Birchington
Manston Road, Manston
Manston Road, Ramsgate
Marine Drive, Margate
Millmead Road, Margate
Minster Road, Minster
Nelson Place, Broadstairs
Newington Road, Ramsgate
Northdown Hill, Broadstairs

APPENDIX 2 (Continued)

CLASSIFIED ROADS (Continued)

Class II ('B' Roads) (Continued)

Northdown Park Road, Margate (Between Millmead Road and George Hill Road)
Northdown Park Road, Margate (Between Queen Elizabeth Avenue and Millmead Road)
Northdown Road, Margate (Between Princess Margaret and Queen Elizabeth Avenues)
Northdown Road, Margate (Between Trinity Square and Zion Place)
North Foreland Hill, Broadstairs
North Foreland Road, Broadstairs
Old Minster Road (Between Minster Road, Minster and Manston Road. Formerly known as Manston Road, Margate, being the continuation of Manston Road, Margate between its junctions with Shottendane Road, Margate and Manston Road, Birchington/Manston)
Palm Bay Avenue, Margate
Paragon, Ramsgate
Park Lane, Birchington
Princess Margaret Avenue, Margate
Queen Elizabeth Avenue, Margate
Royal Parade, Ramsgate
St Augustines Road, Ramsgate
St Peters Park Road, Broadstairs
Stone Road, Broadstairs
The Parade, Margate
Trinity Square, Margate (Between Hawley Street and Northdown Road)
Victoria Parade, Ramsgate (Between Wellington Crescent and Victoria Road)
Victoria Road, Ramsgate
Wellington Crescent, Ramsgate
Westover Road, Broadstairs
Whiteness Road, Broadstairs
York Street, Broadstairs
Zion Place, Margate

Class III ('C' Roads)

Acol Hill, Acol
Addington Road, Margate
Allenby Road, Ramsgate
Bath Road, Margate
Beacon Road, Broadstairs (Between Convent Road and Westover Road)
Broad Street, Ramsgate (Between King Street and Hardres Street)
Bromstone Road, Broadstairs
Cecil Square, Margate
Chatham Street, Ramsgate
Church Street, St Peters
Cliffs End Road, Cliffsend
Convent Road, Broadstairs
Cottington Road, Cliffsend
Court Road, St Nicholas (Part)
Dane Road, Margate (Between King Street and Approach Road)

APPENDIX 2 (Continued)

CLASSIFIED ROADS (Continued)

Class III ('C' Roads)

Dumpton Park Drive, Broadstairs (Between Granville Road and Montefiore Avenue)
Dumpton Park Drive, Ramsgate (Between Montefiore Avenue and Bellevue Road)
Ebbsfleet Lane, Minster
Ellington Place, Ramsgate
Epple Road, Birchington
Foads Lane, Cliffsend (Between Cliffs End Road and Cottington Road)
Foxborough Lane, Minster
George Hill Road, Broadstairs (Between Whiteness Road and Convent Road)
Gladstone Road, Broadstairs (Between Ramsgate Road and Seafield Road)
Gore Street, Monkton (Between Dunstrete (A253) and district boundary)
Grange Road, Ramsgate (Between London Road and High Street, St Lawrence)
Granville Road, Broadstairs
Grinsell Hill, Minster
Hardres Street, Ramsgate
High Street, Garlinge
High Street, Ramsgate (Between Hardres Street and Park Road)
High Street, St Peters
King Street, Ramsgate (Between Broad Street and Hereson Road)
Leopold Street, Ramsgate
Manor Road, St Nicholas
Manston Road, Margate (Between Shottendane Road and Manston Road, Manston)
Margate Hill, Acol
Marine Gardens, Margate
Minnis Road, Birchington
Minster Road, Acol
Minster Road, Westgate
Monkton Road, Minster
Monkton Street, Monkton
Montefiore Avenue, Ramsgate (Between Hereson Road and Dumpton Park Drive)
Nash Road, Margate
Northdown Park Road, Margate (Between Approach Road and Queen Elizabeth Avenue)
Northdown Road, Cliftonville (Between Foreland Avenue and Queen Elizabeth Avenue)
Northdown Road, Margate (Between Zion Place and Foreland Avenue)
Northwood Road, Broadstairs
Orchard Lane, St Nicholas (Between A28 and A253)
Osborne Road, Broadstairs (Between Seafield Road and The Broadway)
Potten Street Road, St Nicholas and un-named Road, St Nicholas
(Between Wantsum Way and Potten Street Road, Potten Street Road south-eastwards to the connecting road to the A299 and connecting road from Potten Street Road southwards to its junction with the A299)
Princes Road, Ramsgate
Pysons Road, Ramsgate
Queen Street, Ramsgate (Between York Street and West Cliff Road)
Rancorn Road, Margate

APPENDIX 2 (Continued)

CLASSIFIED ROADS (Continued)

Class III ('C' Roads) (Continued)

Rumfields Road, Broadstairs
Sea Road, Birchington
Seafield Road, Broadstairs (Between Gladstone Road and Osborne Road)
Shottendane Road, Birchington
Shottendane Road, Garlinge
Shottendane Road, Margate
Shottendane Road, Westgate
Station Approach, Ramsgate (Between Wilfred Road and Princes Road)
Station Road, Birchington
St Mildreds Road, Westgate (Between Canterbury Road and Westgate Bay Avenue)
St Peters Road, St Peters (Between High Street and Broadstairs Road)
Sweyn Road, Margate
The Lanes, Minster
The Street, Acol
The Street, St Nicholas
Tothill Street, Minster
Upper Dane Road, Margate
Union Crescent, Margate
Vicarage Street, St Peters
Victoria Road, Margate
Westbrook Avenue, Margate
West Cliff Road, Ramsgate
Westgate Bay Avenue, Westgate (Between Domneva Road and St Mildreds Road)
Westgate Bay Avenue, Westgate (Between St Mildreds Road and Westbrook Avenue)
Wilfred Road, Ramsgate
Willetts Hill, Monkton

MAJOR ROADS AND FEEDER ROADS

Margate

Addington Road
Addiscombe Road
All Saints Avenue
Beatrice Road
Dane Road (Between Approach Road and Upper Dane Road)
Hartsdown Road (Between All Saints Avenue and George V Avenue)
Lower Northdown Avenue
Northdown Park Road (Between Dane Road and Approach Road)
Park Road
Thanet Road
Tivoli Park Avenue
Tivoli Road
Union Crescent
Upper Dane Road
Wilderness Hill
Wyndham Avenue

APPENDIX 2 (Continued)

MAJOR ROADS AND FEEDER ROADS (Continued)

Broadstairs

Bairds Hill
Callis Court Road
Carlton Avenue
Crow Hill
Dumpton Park Avenue
Fairfield Road
Gladstone Road
Lindenthorpe Road
Northwood Road
Osborne Road
Pysons Road
Reading Street
Seafield Road (Between Gladstone Road and Osborne Road)
Stanley Road

Ramsgate

Allenby Road
Cecilia Road
Chilton Lane
College Road
Dumpton Lane
Dumpton Park Drive (Between Dumpton Park Drive, Broadstairs and Montefiore Avenue)
Ellington Road
Elms Avenue
Hardres Road (Between St Lukes Avenue and Boundary Road)
Hardres Street (Between Broad Street and Boundary Road)
Hollicondane Road
Holly Road
Northwood Road
Pegwell Road
Pysons Road
St Lukes Avenue (Between Margate Road and Hardres Road)
South Eastern Road
Stirling Way
West Dumpton Lane
Whitehall Road

APPENDIX 3

CONTACTS

1. THANET DISTRICT COUNCIL

Council Offices
Cecil Street
Margate, Kent, CT9 1XZ
Tel: Thanet (01843) 577000

2. PLANNING DEPARTMENT

| | |
|--------------------------------------|----------------|
| Development Control and Enforcement: | (01843) 577507 |
| Administration: | (01843) 577509 |
| Local Plans: | (01843) 577591 |
| Conservation | (01843) 577141 |

3. BUILDING CONTROL

- Advice on the building regulations
Tel: (01843) 577159 or (01843) 577158

4. KENT HIGHWAYS MANAGEMENT UNIT

- Advice on highways matters, car parking etc.
Tel: (01843) 577052 or (01843) 577053

5. COMMUNITY SERVICES DEPARTMENT

- Advice on improvement grants, houses in multiple occupation; underground rooms; standards of accommodation and housing standards generally
Tel: (01843) 577437