

Date: 20 April 2026
Application: 260919



WOKINGHAM
BOROUGH COUNCIL

WBC Highways

Development Management &
Compliance

P.O. Box 157

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Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 260919

Applicant: Mr Sailesh Tailor

Site Address: 9 Mays Close, Earley, Wokingham, RG6 1JY

Parish: Earley

Grid Reference: Easting - 474647, Northing - 172419

Type of Development: Other Change of Use

Proposal: Full application for proposed Change of Use from existing dwelling house to house in Multiple Occupation (Sui Generis Use), including a change in the maximum number of occupants from six to eight.

Case Officer: Marcus Hillman

Development Management has received the above application, and we require your comments on the proposal using the recommended memorandum below. The documents associated with this are available to view in NEC DM using the application number 260919. Alternatively, public documents are available to view on the Council's planning application search page: [Wokingham Borough Council Online Planning](#).

Please index your response into NEC DM against the application. If you are recommending conditions, you should give a reason with reference to relevant policies. A list of standard conditions can be requested from the case officer.

Your observations are required in respect of this application by **12 May 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP [TD]		
Service	WBC Highways	App No:	260919
Address:	9 Mays Close, Earley, Wokingham, RG6 1JY.		
Proposal:	Full application for proposed Change of Use from existing dwelling house to house in Multiple Occupation (Sui Generis Use), including a change in the maximum number of occupants from six to eight.		
Type of Development:	Other Change of Use		
Site Visit Made:	Yes/No		

Summary Of Recommendations

- ☐ No comment
- ☐ No objection
- ☐ No objection subject to conditions (and reasons) **stated below**
- ☒ Request further information before determination as **stated below**
- ☐ Objection due to the reason(s) **stated below**

Comments On Proposal

General

The proposal comprises of a change of use from existing dwelling house that is currently being used as a C4 Use Class HMO to house in Multiple Occupation (Sui Generis Use), including a change in the maximum number of occupants from 6 to 8.

The existing dwelling consists of 9 habitable rooms and proposal consists of 10 habitable rooms.

A planning application for a proposed change of use from an existing dwelling to House of Multiple Occupants, including change in the number of occupants from 6 to 8, was previously refused permission in October 2018. Reasons specified included additional pedestrian and vehicle movements which would lead to increased noise and disturbance. Insufficient on-site car parking for the demand generated by the development would result in on-street parking which would have a detrimental impact on highway safety (Planning ref: 181585).

Parking

The existing dwelling has driveway parking for three vehicles. It is relevant to note that the parking provisions in Drawing No. 6194 / 02p1 is inconsistent with the parking provisions in swept path analysis. Drawings STM - SPA-01 and STM - SPA-

02 demonstrate the swept path analysis of a vehicle of 4.3m long access and egress. However, a large saloon car shall be used for swept path analysis.

The council does not have specific parking standards for HMO use. In similar situations, WBC have applied the most closely related parking standard which is for a shared/rented studio flat (in an urban location). This requires 0.5 unallocated parking space per bedroom; therefore 1 parking space is required for the additional 2 bedrooms. A total of 4 spaces will be required.

Paragraph 5.47 in the Planning Statement states a parking survey was conducted and it states that there is significant on-street parking capacity. However, more information is required on this (results and analysis). The applicant is required to demonstrate the study area for the survey; Mays Close becomes a private road immediately past the Site and therefore no parking of 9 Mays Close shall utilise or obstruct this area. The applicant shall also be reminded of the TRO in place.



Furthermore, in paragraph 5.39 of the Planning Statement, a Transport Statement is mentioned. However, this has not been submitted with the application and this has to be provided.

Cycle Parking

Cycle parking provision will need to comply with WBC Standards. Provision could be accommodated in communal cycle store or suitable dimensions or in the rear garden, provided side access is retained. This can be secured by condition. However, if this can be illustrated on a plan then a condition will not be necessary.

Refuse Collection Arrangement

While kerbside collection remains suitable for the site, the refuse collection point shall be indicated on the plan and shall not obstruct the existing driveway.

Due to the increase numbers of independent occupants, to avoid overspilling of wastes and recyclables to the driveway, the required area of the refuse collection point shall be confirmed with the council's Cleaner & Greener team.

Conditions & Reasons (if required)

Date:	06/05/2026	Signed:	JP [TD]
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