

Date: 18 July 2025
Application: 251696



WOKINGHAM
BOROUGH COUNCIL

WBC Drainage

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

Minicom No: (0118) 974 6991

Dear WBC Drainage,

Householder Consultation

Application Number: 251696

Applicant: Mr Paulo Jose Alves

Site Address: 39 Forest Road, Woodley, Wokingham, RG5 4BQ

Parish: Woodley

Grid Reference: Easting - 477990, Northing - 173939

Type of Development: Other Householder

Proposal: Householder application for the proposed partial conversion of the existing garage to an office with thermal upgrades and associated alterations to fenestration, alongside the formation of a replacement hardstanding car parking space to the front.

Case Officer: Claire Moore

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 251696. 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 found on the Z Drive at: [Z:\Standard Planning Conditions](#).

Your observations are required in respect of this application within **10 working days** of the above date or **15 working days** if the development type is classed as a major development.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	Boniface Ngu Flood Risk & Drainage		
Service	WBC Drainage	App No:	251696
Address:	39 Forest Road, Woodley, Wokingham, RG5 4BQ.		
Proposal:	Householder application for the proposed partial conversion of the existing garage to an office with thermal upgrades and associated alterations to fenestration, alongside the formation of a replacement hardstanding car parking space to the front.		
Type of Development:	Other Householder		
Site Visit Made:	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

The existing dwelling is within flood zone 1 and we would have **no objection** to the principle of the converting the existing garage, as represented by **proposed layout and elevations drawing SC303_P2 dated July 2025**, into an office.

The impermeable footprint of the building does not increase.

Conditions & Reasons (if required)

Please use this section to detail any conditions that are required to make this development acceptable in planning terms. All conditions should be accompanied by reasons.

Date:	22/07/2025	Signed:	Boniface Ngu
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