

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	251506
Site Address:	377 Old Whitley Wood Lane, Shinfield, Wokingham, RG2 8PY
Expiry Date:	26 September 2025
Site Visit Date:	10 September 2025
Proposal: Householder application for the proposed erection of part single, part two storey side and rear extension, front porch and loft conversion including dormer windows and changes to fenestration.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP3 – General Principles for Development CP7 – Biodiversity CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC03 – Green Infrastructure, Trees and Landscaping CC04 – Sustainable Design and Construction CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage TB23 – Biodiversity and Development
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Sustainable Design and Construction Supplementary Planning Document Shinfield Neighbourhood Plan

PLANNING HISTORY

Application No.	Description	Decision & Date
250961	Application for a certificate of lawfulness for the proposed loft conversion with rear dormer window and roof lights.	Approved 12/06/2025
251133	Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6.00m, for which the maximum height would be 3.00m and the height of the eaves 3.00m.	Prior Approval Not Required 18/06/2025

CONSULTATION RESPONSES

Internal

WBC Highways – No objection

External

None

REPRESENTATIONS

Parish/Town Council	Shinfield Parish Council have objected to this application on the following grounds: - The proposal would result in significant overbearing to the neighbouring property and would potentially be overlooking. <i>Officer comments: Potential impacts on neighbouring amenity are assessed within the 'Neighbouring Amenity' section of the main report below.</i> - There is insufficient parking for a 5-bedroom dwelling. <i>Officer comments: The Council's Highways Officer has no objection to the proposal and finds the level of parking acceptable.</i>
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Description of Development:

This application seeks permission for the proposed erection of a part single, part two-storey side and rear extension, a single storey front extension, plus the conversion of the existing loft space facilitated by a hip to gable roof alteration, the insertion of 2 no. rooflights to the front elevation and the insertion of a flat roof dormer to the rear elevation, following demolition of the existing garage and store.

Previous Permissions:

Application 250961 was a Proposed Lawful Certificate application that has been approved for the same loft conversion (and other associated works) that is proposed as part of this application. Application 251133 was a Prior Approval application for the 6m single storey rear extension that is also proposed as part of this current application. Therefore, a PD fallback position has established for these elements of the proposal. However, this application will still have all of the elements of the proposal assessed on their individual merit.

Principle of Development:

The National Planning Policy Framework has an underlying presumption in favour of sustainable development which is carried through to the local Development Plan. The Managing Development Delivery Local Plan Policy CC01 states that planning applications that accord with the policies in the Development Plan for Wokingham Borough will be approved without delay, unless material considerations indicate otherwise.

The site is located within settlement limits and as such the development should be acceptable providing that it complies with the principles stated in the Core Strategy. Policy CP3 of the Core Strategy states that development must be appropriate in terms of its scale of activity, mass, layout, built form, height, materials and character to the area in which it is located and must be of high quality design without detriment to the amenities of adjoining land uses and occupiers.

Character of the Area:

Front Extension

The proposed single storey front extension would have a pitched roof joining to the host dwelling. The front extension would comply with guidance in the Council's Borough Design Guide (BDG) as the building is set well back from the street frontage and the extension would only project forward 1 metre from the existing front building line. As such, it is deemed that the proposed front extension poses no harm to the character of the area.

Side Extension

The proposed part single, part two-storey side extension follows the demolition of the existing garage and store. The BDG states that "side extension should be set back from the building by at least 1m, preferably with a lower roof line and should be set at least 1m from the plot boundary". The proposed side extension is set back from the existing first floor building line by 1 metre. Additionally, the ridge height of the side extension is set down by 1.7 metres from the existing ridge height of the main roof. However, in terms of separation distance to the boundary, the side extension would be set 0.8 metres from the boundary with the neighbouring property no. 379. The side extension therefore does not fully comply with guidance in the BDG, however, it is deemed that it would appear as a subservient addition to the dwelling. As such, the proposed side extension poses no harm to the character of the area.

Rear Extension

The single storey element of the rear extension would extend 6 metres from the rear of the dwelling and it is set approximately 0.15 metres from the boundary with the neighbouring property no. 375. This element of the proposal is to the rear of the dwelling where it would not be visible from the public domain, and therefore it is deemed that the single storey element of the rear extension poses no harm to the character of the area.

The two-storey element of the rear extension would extend 1.5 metres beyond the existing first-floor bedroom and 2.1 metres beyond the existing first floor bathroom (currently the bathroom projects 1.9 metres beyond the bedroom). The extension to the bedroom is set 0.15 metres from the boundary with no. 375, and this element has a flat roof to ensure that the development is not excessive where it is set close to the boundary. The extension to the bathroom is set 3.2 metres from the boundary with no. 375 and the ridgeline of this extension is set 1.7 metres down from the ridge line of the main dwelling. This ensures that the two-storey element of the rear extension appears as a subservient addition to the dwellinghouse. Additionally, this element is to the rear of the dwelling where it would not be visible from the public realm, and therefore it is deemed that this element poses no harm to the character of the area.

Loft Conversion

The proposed loft conversion would be facilitated through a hip to gable roof alteration, the insertion of 2 no. rooflights to the front elevation and 1 no. flat roof dormer to the rear elevation. The rear dormer is positioned within the main roof, it is set back from the eaves line and the side of the roof, and it would not exceed the height of the ridgeline of the existing roof. This ensures that the dormer would appear as a subservient feature of the main roof. Additionally, the ridge height of the roof is not being increased to facilitate the loft conversion and therefore it is not deemed that the proposed loft conversion would harm the character of the area.

Neighbouring Amenity:

Front Extension

The proposed single storey front extension would extend 1 metre from the front of the dwelling. There are no windows proposed on the side of the front extension and given the single storey nature there are no concerns on neighbouring amenity grounds relating to overlooking or a loss of light. In terms of overbearing, the front extension only projects 1m forward of the existing building line, and given that it aligns with the neighbour's driveway, it is not considered to have any overbearing impact on the neighbouring property.

Side Extension

The proposed part single part two storey side extension is set 0.8 metres from the boundary with the neighbouring property no. 379, and it would project approximately 2.85 metres beyond the rear of the neighbouring property. Given that the majority of the bulk of the extension is aligned with the side of no. 379, and as this area of garden space to the rear of the neighbour's property that is right by the boundary is not the main private amenity area for the neighbours, it is not deemed that the extension poses a significant overbearing impact in this instance. In terms of loss of light, the neighbours have a rear facing window serving a study and the extension would breach the 45-degree line. However, given that the window faces north, it is not deemed that the proposal would significantly impact upon the level of light received by this window, and therefore it is not deemed that the proposal would cause an unacceptable loss of light to the study at the neighbouring property. With regards to overlooking, one window is proposed on the side elevation at first-floor level to serve a new bathroom. To ensure that there is no impact on neighbouring privacy, a condition is recommended to ensure that this window is obscure glazed and non-opening below a height of 1.7 metres above the finished floor level. Overall, the proposed side extension poses no harm to neighbouring amenities.

Rear Extension

The single storey element of the proposed rear extension would extend 6 metres from the rear of the dwelling. There are no windows proposed on side elevation facing no. 375, and given its single storey nature there are no concerns relating to overlooking or loss of light. To avoid being overbearing, guidance in the BDG states that the eaves height of single storey extension should not exceed 3 metres within 2 metres of a side boundary. The proposed development is set 0.15 metres from the boundary with no. 375, but an eaves height of 2.9 metres shows compliance with this guidance relating to overbearing.

The proposed two storey rear extension to the bedroom would extend 1.5 metres beyond the existing rear building line and it is set 0.15 metres from the boundary with no. 375. The submitted proposed first floor plan demonstrates that this element of the rear extension will comply with the 45-degree lines and therefore it is deemed that there would not be any significant loss of light or overbearing impacts on the neighbouring property. This element has a flat roof which further demonstrates there would not be a significant impact upon neighbouring amenity. Moreover, both neighbouring properties benefit from wide spacious rear gardens which further help to avoid any significant sense of potential overbearing or excessive physical dominance from the proposal.

The two-storey rear extension to the bathroom would extend 2.1 metres beyond the existing wall and it is set 3.2 metres from the boundary with no. 375. Given the substantial separation distance, it is not deemed that this element would have a significant impact on neighbouring amenities with regards to overlooking or loss of light. When considering overlooking, no windows are proposed at first-floor level on the side of the rear extension and therefore there are no concerns relating to overlooking.

Loft Conversion

The proposed dormer is contained within the main roof and therefore it is not deemed that it would introduce any overbearing impacts or cause a loss of light to neighbouring dwellings. Additionally, the ridge height is not being increased, and this further demonstrates that the conversion of the loft space would not impact neighbouring properties in terms of overbearing and loss of light. With regards to overlooking, a Juliet balcony is proposed to the dormer on the rear elevation. However, as this balcony can not be stepped out on to, it is deemed that it would have the same outlook as a rear facing window. Therefore, there are no concerns on neighbouring amenity grounds relating to overlooking.

Residential Amenity Space:

The proposals would not adversely harm the usability of the site's rear amenity space for current or future occupiers.

Conclusion:

For the reasons stated above, the proposal is acceptable in local plan policy terms and therefore is recommended for approval.

The Public Sector Equality Duty (Equality Act 2010):

In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The key equalities protected characteristics include age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief. There is no indication or evidence (including from consultation on the application) that persons with protected characteristics as identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application and there would be no significant adverse impacts as a result of the development.

Community Infrastructure Levy (CIL):

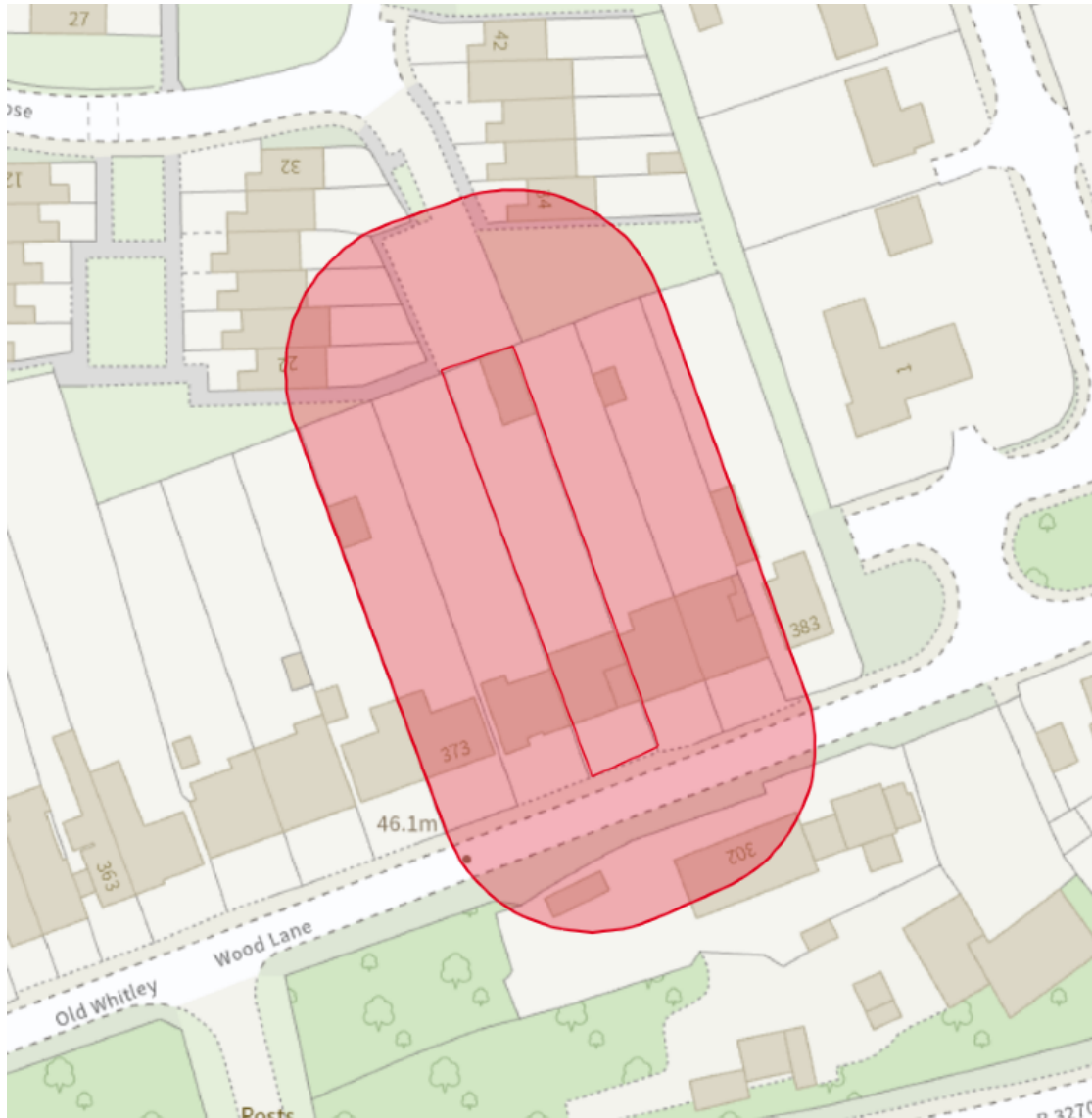
When planning permission is granted for a development that is CIL liable, the Council will issue a liability notice as soon as practicable after the day on which the planning

permission first permits development. Completing the assumption of liability notice is a statutory requirement to be completed for all CIL liable applications.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approve
Date:	25 September 2025
Earliest date for decision:	22 July 2025

Recommendation agreed by: (Authorised Officer)	
Date:	25/09/25

PLANNING CONSTRAINTS/STATUS



Affordable Housing Thresholds | Total count: 3

#	NAME
1	Within Major Development Locations
2	Within Major Development Locations
3	Within All Development Locations

Scale and Location of Development Proposals | Total count: 1

#	FEATURE_TYPE	NAME
1	Major Development Locations	Shinfield (North of the M4)

Thames Basin Heath SPA Mitigation Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME
1	Special Protection Area Linear Mitigation Zone	7km Linear Mitigation Zone

Major Nuclear Sites Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	PLANNING_NOTE
1	Consultation Zone - Major Nuclear Site	AWE Burghfield: Outer Zone	This is the OCZ.

Aerodrome Safeguarding: Heathrow Consultation Zone | Total count: 1

#	Height Band	Wind Turbine	Aviation
1	All works exceeding 150 metres (492.1 feet)	NO	YES

Wokingham Borough Council Owned Land | Total count: 1

#	Address	Tenure	Title_no
1	land on the east side of Whitley Wood Lane, Shinfield	Absolute Freehold Estate in Land	BK130295

EA Groundwater Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
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1	Groundwater Consultation Zones	Groundwater Consultation Zone 3	Environment Agency (only if application involves contaminated land) – see separate sheet: When to consult the Environment Agency
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Historic Flooding Points Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME
1	Historic Flood Point	Whitley Wood Lane

Risk of Flooding from Surface Water | Total count: 4

#	FEATURE_TYPE	FEATURE_NAME
1	Environment Agency Surface Water Flood Zones	1 in 100 year risk extent
2	Environment Agency Surface Water Flood Zones	1 in 100 year risk extent
3	Environment Agency Surface Water Flood Zones	1 in 1000 year risk extent
4	Environment Agency Surface Water Flood Zones	1 in 1000 year risk extent

Bat Roost Habitat Suitability | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Bat survey required for planning applications that involve roof modification or demolition.	HO865	Ecology Officer, Green Infrastructure Team

Great Crested Newt Impact Risk Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Great Crested Newt Impact Risk Zone	Amber	For Householder applications check HH Layer. Consult NatureSpace for all other types of development

SSSI Impact Risk Zones | Total count: 1

#	IRZURL
1	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0300000530000&es=11404&location=475984,168857%20(IRZ%20polygon%20centre)

Potentially Contaminated Land Zones | Total count: 1

#	FEATURE_TYPE	OBJECTID
1	Potentially Contaminated Land Consultation Zone	1

Landscape Character Assessment 2019 | Total count: 1

#	FEATURE_TYPE	Name
1	Landscape Character Assessment 2019	Grazeley Farmed Clay Lowland

Wards | Total count: 1

#	NAME	Closest Approximate Distance
1	Shinfield Ward	0 m

Parishes | Total count: 1

#	NAME	Closest Approximate Distance
1	Shinfield CP	0 m