

Date: 13 August 2026
Application: 261444



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

Minicom No: (0118) 974 6991

Dear WBC Highways,

Householder Consultation

Application Number: 261444

Applicant: Shirish Patil & Sharayu Patil

Site Address: 5 Matthews Close, Earley, Wokingham, RG6 7EQ

Parish: Earley

Grid Reference: Easting - 475515, Northing - 171748

Type of Development: Other Householder

Proposal: Householder application for the proposed conversion of the existing integral garage into habitable accommodation to be used as a study, with replacement of the existing garage door with matching fenestration and associated alterations to the front elevation.

Case Officer: Annabelle Jones

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 261444. 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 **3 September 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP [TD]		
Service	WBC Highways	App No:	261444
Address:	5 Matthews Close, Earley, Wokingham, RG6 7EQ.		
Proposal:	Householder application for the proposed conversion of the existing integral garage into habitable accommodation to be used as a study, with replacement of the existing garage door with matching fenestration and associated alterations to the front elevation.		
Type of Development:	Other Householder		
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 applicant is proposing to convert an existing garage into habitable accommodation.

The site is in relation to an allowed appeal ('O/2006/7341'). A subsequent Reserved Matters application ('RM/2008/0224') was approved for 9 dwellings within Matthews Close including 5 Matthews Close, Early, RG6 7EQ.

It is relevant to note that paragraph 23 of Appeal Decision required clarification of proposed parking provisions (2 spaces per dwelling) with inspector's assumption of garage would be provided as part of the final form of dwellings.

Condition 4 of RM/2008/0224 reads:

"Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking and re-enacting that Order with or without modification) the garage accommodation on the site shall be kept available for the parking of vehicles ancillary to the residential use of the site at all times. It shall not be used for any business nor as habitable space.

Reason:

To ensure that adequate parking space is available on the site, and reduce the likelihood of roadside parking.”

With reference to the approved floor plan, the site is noted as Plot 4, which has 6 habitable rooms, one driveway parking space and one garage parking space. The proposal will result in a total of 7 habitable room and loss of garage parking.

Car Parking

In line with WBC Parking Standards, a minimum of two car parking spaces are required for a dwelling of this scale.

The existing parking provision comprises 1no. driveway parking space and a garage that is approximately 5.4 m x 2.6 m. Although this does not fully comply with the minimum garage size for parking stated in current WBC Parking Standards (6 m x 3 m), the garage was proposed as part of parking provision during the RM application. It was of adequate size when constructed in 2008 and aligned with previous parking standards which were applicable at the time. The garage bay is, therefore, count towards existing parking provision.

The proposal will therefore result in additional parking demand and loss of the parking provision with one remaining car parking space, which is unacceptable for a dwelling of this size.

Alternatively, the applicant will have to justify additional alternative parking can be provided without obstructing the free flow of traffic and the access of shared drive.

However, the approved private driveway and turning head in Drawing no. 5144/01A has been secured as turning area in Conditions 2 and 5 in RM/2008/0224. On-street parking on classified A-road shall be avoided. Off-site parking opportunity without obstructing the free flow of traffic can unlikely be identified given the existing site constraints.

In this instance, the Highways Authority objects to this proposal.

Cycle Parking

The applicant states that cycles will be stored within the rear garden via a gated side access, which is indicated on the block plans.

Notwithstanding the above comments regarding the loss of parking, WBC has reviewed and it is acceptable.

Conditions & Reasons (if required)

The proposal has failed to demonstrate that the development would not result in a loss of off-road parking provision and any subsequent adverse impact on highway safety contrary to policy CP3, CP6 of the Core Strategy and policy CC07 of the Managing Development Delivery Local Plan.

Date:	27/08/2026	Signed:	JP [TD]
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