

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252497
Site Address:	4 Greenside, RG45 6EX
Expiry Date:	2 January 2026
Site Visit Date:	11 November 2025
Proposal: Householder application for the proposed part raising of section of roof, part conversion of garage, with installation rooflights 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 CP6 – Managing Travel Demand 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 TB21 – Landscape Character
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy DH1 – Place making and quality design DH2 – Safeguarding amenity
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
221862	Householder application for the proposed part raising of roof, erection of solar panels, part conversion of garage to create habitable space and changes to fenestration	21 October 2022

CONSULTATION RESPONSES

Internal

WBC Ecology: *No comments received.*

WBC Landscape & Trees: No objection subject to condition.

External

N/a

REPRESENTATIONS

Parish/Town Council	Wokingham Without: No objection
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description:

The application site is in Wokingham, a Modest Development Location. The dwelling is a detached bungalow taking an edge position on a cul-de-sac. Greenside has a variety of dwelling types, mostly two-storey detached.

The host dwelling is constructed of light brown/beige brickwork with a grey felted roof. It has a unique, asymmetric, mono-pitch roofscape which is different to other dwellings on Greenside. The dwelling has a moderately large driveway with capacity for 4no. cars. It has an attached garage with capacity for 2no. vehicles on the left elevation.

The front garden is large and is host to various vegetation and numerous tall trees. The rear garden is moderately sized in relation to other Greenside dwellings.

Proposal:

This application seeks to partly raise a section of roof on the left side, convert the garage for storage space. Also, for the installation of 1no. rooflight and changes to fenestration.

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.

Design/ Character of the Area:

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.

Roof Alterations:

The BDG states that alterations should respond well to its local context and street scene. The existing roofscape is a unique mono-pitch design. Provided that most of the surrounding dwellings exhibit unique roofscapes and there is no regular pattern to the street, the proposed alterations are deemed acceptable. Most notably, neighbouring dwelling, 2 Greenside, has a striking, steep A-frame gabled roofscape as does 6 Greenside. In this regard and given the proposal is modest in scale and adopts the current design style of the existing dwelling, it is seen to meet this BDG requirement.

Secondly, the BDG states that *‘the eaves and/ or ridge heights of a property should not be raised in height unless buildings in the local context are significantly taller’*. In this case, there would be a marginal increase in the ridge height of the property, however given the varying heights of properties in the immediate context, this is acceptable.

The existing roof is constructed of dark grey/black felt with timber fascias. The proposed alteration will be constructed of a single-ply membrane, coloured grey with grey metal edge trims. This is deemed acceptable as the alteration will look continuous with the primary roofscape’s colours and materials.

Garage Conversions:

The proposed garage conversion poses no harm to the character of the area as the development is internal. The garage doors are to be retained and so there would be no visible design changes as a result of the conversion.

Changes to Fenestration:

The proposed changes to fenestration, including the 1no. rooflights, pose no harm to the character of the area. The changes mostly consist of a reduction to the frames forming single or double-pane windows. The materials used will be the same as the existing materials, PVCu, with the frames of the front elevation windows being changed to aluminium. The design and shape of the windows is in keeping with the local character of the area. The aesthetics are compliment and conform with the existing windows on the host dwelling. Therefore, it meets the requirements of the BDG and Policies CP1 and CP3.

This is achieved by its appropriate contribution to the local character, relating well to the surrounding built environment and ensuring a coherent design approach.

Neighbouring Amenity:

Overlooking:

As this dwelling is single-storey and the nature of the development relates to an internal conversion of the garage and modest part raising of the roof, there are no new threats to privacy or direct lines of sight into neighbouring properties. The changes to fenestrations pose no threat to overlooking as the changes are taking place at single-storey level.

Loss of Light:

There is no threat of loss of light with this proposal. This is because the raised roof is modest in scale and would not impede light significantly. Furthermore, due to the edge position, angled on the cul-de-sac, the dwelling is set away from the neighbouring

dwellings, meaning that any increase in height would have a negligible impact on daylight to surrounding properties.

Overbearing:

There is no increased risk of overbearing due to the modest scale of the development and the host dwelling being single storey. The garage conversion would have no impact as all alterations are occurring internally.

Highway Access and Parking Provision:

Policy CC07 of the MDD states that planning permission will only be granted where a proposed parking provision meets standards and that the development retains an appropriate overall level of off-street parking.

The existing garage has capacity for 2no. cars. The proposal seeks to convert this space into storage, therefore losing 2no. parking spaces. However, there are 4no. parking spaces available on the driveway, which is an acceptable amount considering the dwelling has 3no. bedrooms.

Landscape and Trees:

Policy CC03 requires that trees, hedges, and other landscape features are protected during development.

It is noted that as the development will not change the footprint of the existing dwelling, there will be no impact to the TPO trees directly. However, the WBC Tree & Landscaping Officer recommends a planning condition that the roots of the trees are protected via fencing from vehicles and storage of materials. To ensure this, storage and parking of vehicles must be restricted to the existing driveway.

As the driveway is large and there is sufficient space for parking and storage of materials (for such a modest development), Officers consider that a condition is not required in this instance.

Amenity Space:

There will be no impact to amenity space as the developments will take place internally and to the roofscape. There will be no built projection into the front or rear garden.

Conclusion:

Taking all the above into consideration, the development is deemed acceptable in relation to policy and therefore recommended for approval.

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.

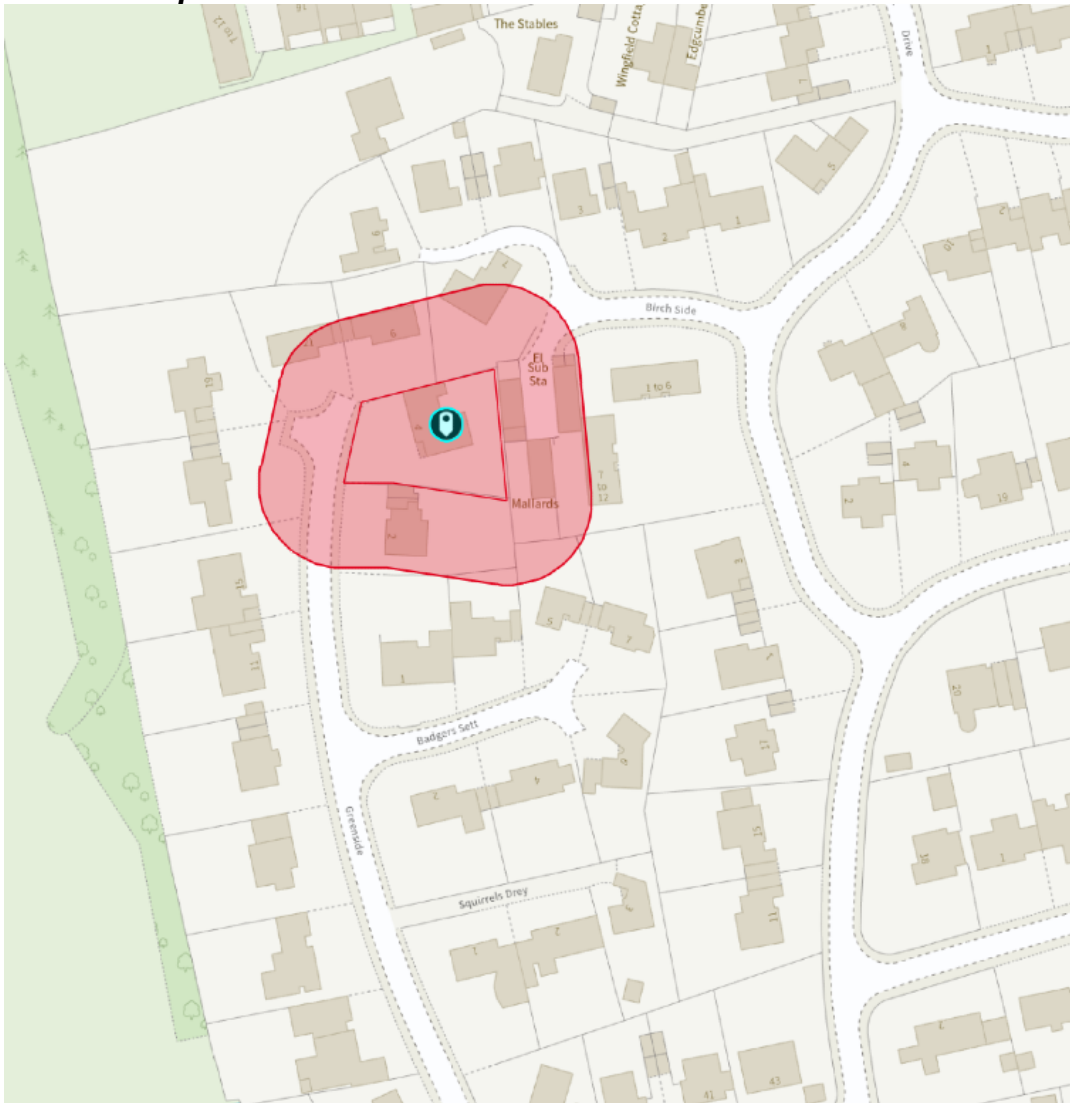
The Public Sector Equality Duty (Equality Act 2010): In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The key equalities protected characteristics include age, disability, gender, gender reassignment, marriage and civil partnership, 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.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approve subject to the following conditions: 1. Time Limit 2. Approved Plans 3. Materials as specified
Date:	5 December 2025
Earliest date for decision:	28 November 2025

Recommendation agreed by: (Authorised Officer)	
Date:	05/12/25

PLANNING CONSTRAINTS/STATUS
Near Me Report



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Affordable Housing Thresholds | Total count: 3

#	NAME
1	<i>Within Modest or Limited Development Locations</i>
2	<i>Within Modest or Limited Development Locations</i>
3	<i>Within All Development Locations</i>

Scale and Location of Development Proposals | Total count: 1

#	FEATURE_TYPE	NAME
1	<i>Modest Development Locations</i>	<i>Pinewood (Crowthorne)</i>

Thames Basin Heath SPA Mitigation Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME
1	<i>Special Protection Area Linear Mitigation Zone</i>	<i>5km Linear Mitigation Zone</i>

Major Nuclear Sites Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	PLANNING_NOTE
1	<i>Consultation Zone - Major Nuclear Site</i>	<i>AWE: Special Case Zone</i>	<i>ONR also requests to be consulted on planning applications, irrespective of distance from nuclear sites, for special cases. Developments that either introduce a new hazard or change the existing external hazards posed to nuclear sites.</i>

Aerodrome Safeguarding: Farnborough Consultation Zone | Total count: 2

#	FEATURE_TYPE	FEATURE_NAME	CONSULT_WHEN
1	<i>Aerodrome Safeguarding: Farnborough Consultation Zone</i>	<i>Consultation zone 3</i>	<i>All buildings, structures, etc. Exceeding 90m</i>

2	Aerodrome Safeguarding: Farnborough Consultation Zone	Consultation zone 1	Tree Planting, Mineral extract/Quarrying, Refuse tips, Reservoir, Sewage Disposal, Nature reserve, Bird Sanctuary, any aviation use
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Aerodrome Safeguarding: Gatwick Consultation Zone | Total count: 1

#	Description
1	Please consult London Gatwick on the following: All buildings, structures & works exceeding 150 m AGL.

Aerodrome Safeguarding: Heathrow Consultation Zone | Total count: 1

#	Height Band	Wind Turbine	Aviation
1	All works exceeding 150 metres (492.1 feet)	YES	YES

Electricity Sub Station Consultation Zones | Total count: 1

#	FEATURE_TYPE	CONSULT
1	Electricity Sub Station Consultation Zone	SSE Power Distribution

Bat Roost Habitat Suitability | Total count: 5

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Bat survey required for planning applications that involve roof modification or demolition.	\S1076	Ecology Officer, Green Infrastructure Team
2	Bat survey required for planning applications that involve roof modification or demolition.	\T1076	Ecology Officer, Green Infrastructure Team
3	Bat survey required for planning applications that involve roof modification or demolition.	\T1077	Ecology Officer, Green Infrastructure Team
4	Bat survey required for planning applications that involve roof modification or demolition.	\U1076	Ecology Officer, Green Infrastructure Team
5	Bat survey required for planning applications that involve roof modification or demolition.	\U1077	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	Green	Consult NatureSpace for Major developments only

SSSI Impact Risk Zones | Total count: 2

#	IRZURL
1	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0111344322201-res=11401&location=482857,164417%20(IRZ%20polygon%20centre)
2	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0111244322231-res=11401&location=483230,164543%20(IRZ%20polygon%20centre)

Water Utility Consultation Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT_WHEN
1	Water Utility Consultation Zone	South East Water Supply Area	New dwellings

Landscape Character Assessment 2019 | Total count: 1

#	FEATURE_TYPE	Name
1	Landscape Character Assessment 2019	Finchampstead Forested and Settled Sands

Tree Preservation Orders Served or Confirmed | Total count: 1

#	TPO_REFERENCE	TPO_TYPE	RECORD_STATUS
1	TPO-0789-1996	Area	Confirmed

Wards | Total count: 1

#	Name of area	Closest Approximate Distance
1	Wokingham Without Ward	0 m

Parishes | Total count: 1

#	Name of area	Closest Approximate Distance
1	Wokingham Without CP	0 m

