

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	251928
Site Address:	39 Kesteven Way, Wokingham, RG41 3AD
Expiry Date:	7 October 2025
Site Visit Date:	27 August 2025
Proposal: Householder application for the proposed conversion of integral garage to small office and utility room 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
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
15049	Erection of 70 residential units at Woosehill	April 1981

CONSULTATION RESPONSES

Internal
WBC Highways – No objection
External
None

REPRESENTATIONS

Parish/Town Council	No comments received
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description:

The application relates to a two storey; semi-detached dwelling located centrally within Woosehill, west of Wokingham. The dwelling has not had any alterations since its initial construction in 1981. The proposal seeks to convert the integral garage to a small office and utility room including changes to fenestration, which includes a window to the front elevation, the same style as existing; one internal door and one external door on the side elevation.

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 the settlement limits of Wokingham, 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:

CP1 of the Core Strategy states that the proposed external alterations should maintain the high quality of the environment.

CP3 of the Core Strategy states that the proposed external alterations should be of appropriate scale, mass, bulk, height, materials and of high-quality design.

The existing garage door would be replaced with fenestration to match the form of the existing first floor windows. This visual change to the frontage would have a negligible visual impact on the character of the street, plus its appearance would largely match that of the adjoining property's garage conversion (no.38 Kesteven Way). Therefore, the impact on the character of the area would be acceptable.

The proposed works, including the insertion of brick infill, windows and doors are modest in scale and in keeping with the established character. As such, the proposal is considered acceptable in terms of scale, design, and materials, and is in accordance with Policy CP3 of the Core Strategy and the Wokingham Borough Design Guide (BDG).

Neighbouring Amenity:

Overlooking:

The proposed front-facing windows are located at ground floor level and do not face directly onto neighbouring private amenity areas. As such, no concerns are raised with respect to overlooking or loss of privacy.

Loss of Light and Overbearing:

Given the limited scope of the development and the absence of any increase in built form, the proposal will not result in any material loss of light or overbearing impact on neighbouring properties.

Highway Access and Parking Provision:

The proposal does not alter the existing highway access. As the existing garage does not fully meet the council's requirement for car parking, there will be no loss of parking space. Two driveway parking spaces are retained within the application site. According to the WBC Car Parking Standards, the development of such scale in an urban location will require two parking spaces within the red line boundary. Each parking space shall have minimum dimensions of 5.0m x 2.5m. The retained existing parking meets the Council's parking requirement.

Direct access to the garden remains suitable for cycle storage, which is acceptable.

Flooding and Drainage:

There are no flood risk concerns. The site is located within flood zone 1 which is suitable for development and is at a low risk of surface water flooding at the front of the site.

Landscape and Trees:

There are no anticipated impacts on existing vegetation

Ecology:

There are no ecological concerns.

Conclusion:

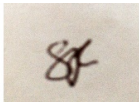
Overall, the proposal complies with the development plan. Subject to conditions, the application is recommended for approval.

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:	
Date:	9 September 2025
Earliest date for decision:	2 September 2025

Recommendation agreed by: (Authorised Officer)	
Date:	19.9.25

PLANNING CONSTRAINTS/STATUS

Insert where relevant