



**WOKINGHAM  
BOROUGH COUNCIL**

Wokingham Borough Council  
Planning Services  
PO Box 157, Civic Offices, Shute End  
Wokingham, Berkshire  
RG40 1WR  
email: [development.control@wokingham.gov.uk](mailto:development.control@wokingham.gov.uk)  
Phone: 0118 974 6000

## Application for Removal or Variation of a Condition following Grant of Planning Permission or Listed Building Consent

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

### Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

### Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

|                |                                         |
|----------------|-----------------------------------------|
| Number         | <input type="text" value="5"/>          |
| Suffix         | <input type="text"/>                    |
| Property Name  | <input type="text"/>                    |
| Address Line 1 | <input type="text" value="Nash Close"/> |
| Address Line 2 | <input type="text"/>                    |
| Address Line 3 | <input type="text" value="Wokingham"/>  |
| Town/city      | <input type="text" value="Earley"/>     |
| Postcode       | <input type="text" value="RG6 5SL"/>    |

Description of site location must be completed if postcode is not known:

|                                     |                                     |
|-------------------------------------|-------------------------------------|
| Easting (x)                         | Northing (y)                        |
| <input type="text" value="474074"/> | <input type="text" value="171277"/> |

Description

Applicant Details

Name/Company

Title

Mr

First name

Surname

Holland

Company Name

Address

Address line 1

5 Nash Close

Address line 2

Address line 3

Town/City

Earley

County

Wokingham

Country

Postcode

RG6 5SL

Are you an agent acting on behalf of the applicant?

- ☒ Yes
- ☐ No

# Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

RG29 1HS

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Description of the Proposal

Please provide a description of the approved development as shown on the decision letter

Permission 231113 (Full application for a double length garage converted to an annexe (retrospective)) was approved on 05/07/2023.

Reference number

231113

Date of decision (date must be pre-application submission)

05/07/2023

**Please state the condition number(s) to which this application relates**

Condition number(s)

Condition No.2- 2. The annexe hereby approved shall be used as ancillary accommodation to the main dwellinghouse and not be used, sold or sub-let as a separate dwelling. Reason: A separate unit of accommodation of this nature may not be acceptable in this location in the interests of the amenities, character of the area and highway.

Has the development already started?

☐ Yes

☒ No

## Condition(s) - Variation/Removal

Please state why you wish the condition(s) to be removed or changed

The applicant seeks to vary Condition 2 to allow the annexe to be used as an independent unit of accommodation, enabling it to be leased separately from the main dwelling. The principal dwelling will no longer be the owner's primary residence, and the ability to rent the annexe will support the property's ongoing maintenance and provide a valuable source of modest, budget-conscious rental housing in the local area.

The annexe benefits from adequate levels of separation, self-containment, and independent access, and there is sufficient off-street parking on the driveway to serve both the main dwelling and the annexe without adversely impacting highway safety or neighbouring amenity. On-street parking in the vicinity is also available and lightly used. The proposal respects the character of the area and introduces a low-impact form of accommodation at a time of growing need for diverse housing options.

This variation is consistent with local and national planning objectives around housing flexibility and making the best use of existing built form.

If you wish the existing condition to be changed, please state how you wish the condition to be varied

The annexe hereby approved may be occupied as a separate unit of residential accommodation, including through letting, provided that it shall not be sold or conveyed separately from the main dwelling.

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes  
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☒ The agent  
☐ The applicant  
☐ Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes  
☒ No

## Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- ☒ Yes  
☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ Yes  
☒ No

# Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\* "agricultural holding" has the meaning given by reference to the definition of “agricultural tenant” in section 65(8) of the Act.

**NOTE:** You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- ☐ The Applicant  
☒ The Agent

Title

Mr

First Name

Zachary

Surname

Stephens

Declaration Date

08/05/2025

☒ Declaration made

## Declaration

I/We hereby apply for Removal/Variation of a condition as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Zachary Stephens

Date

08/05/2025