

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260927
Site Address:	5 Snowberry Close, Wokingham, RG41 4AQ
Expiry Date:	18 June 2026
Site Visit Date:	14 May 2026
Proposal: Householder application for the proposed conversion of an existing garage, extension of the front porch, and associated alterations to fenestration.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP2 – Inclusive Communities CP3 – General Principles for Development
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy SS3 – Development within or adjacent to major and modest settlements
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Affordable Housing Supplementary Planning Document Sustainable Design and Construction Supplementary Planning Document

PLANNING HISTORY

Application No.	Description	Decision & Date
252056	Application for a certificate of lawfulness for the proposed garage conversion to create habitable accommodation along with changes to fenestration.	Refused - 20 November 2025

CONSULTATION RESPONSES

Internal
N/a

External
N/a

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

APPRAISAL
Site Description: The application site relates to a two-storey semi-detached dwelling located at 5 Snowberry Close, Wokingham. The property forms part of an established residential area characterised by dwellings of similar scale, form and appearance set within private residential plots. The dwelling benefits from an integral garage, off-street parking to the front and a private rear garden. The surrounding area is residential in character with properties displaying a consistent suburban form and appearance. Proposal description: The application seeks planning permission for the conversion of the existing integral garage into habitable accommodation, the extension of the existing front porch and associated alterations to the fenestration including a diffused window on the ground floor of the west elevation. The proposal would involve the replacement of the existing garage door with a window and the enlargement of the existing porch. No alterations are proposed to the overall height or roof form of the dwelling. The proposed materials would match the appearance of the existing dwelling. 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: The proposed development comprises modest alterations to the existing dwelling. The garage conversion would be contained entirely within the existing built form and would not result in any increase in the overall scale, bulk or height of the property.

The proposed porch extension would be limited in scale, increasing the footprint by less than 1sqm and bringing the porch in line with the most projecting building line of the dwelling. The replacement of the garage door with a window would constitute a minor alteration to the front elevation and would not appear incongruous within the street scene.

The proposed materials would match those of the existing dwelling, ensuring the development integrates with the host property. Furthermore, there is evidence of similar garage conversions within the locality, including at No. 9 Snowberry Close.

Accordingly, the proposal is considered to preserve the character of the host dwelling and surrounding area and complies with Policy CP3 of the Core Strategy.

Neighbouring Amenity:

Overlooking:

The proposal does introduce the inclusion of an obscure glazed window on the west elevation on the ground floor. Due to the boundary treatment of fencing and the obscured nature of the proposed, partnered with the lack of windows on the neighbouring (no.3) adjacent elevation, the proposal is not anticipated to result in any unacceptable loss of privacy to neighbouring occupiers.

Loss of Light and Overbearing:

The garage conversion would not alter the physical bulk of the dwelling, and the proposed porch extension is limited in scale and would remain subordinate to the host property.

Given the limited scale of the development, the proposal would not appear unduly dominant or overbearing when viewed from neighbouring properties. The proposal is not anticipated to result in any unacceptable loss of light or overbearing impacts.

The proposal is therefore considered acceptable in terms of neighbouring residential amenity and accords with Policy CP3 of the Core Strategy.

Highway Access and Parking Provision:

The proposal does not involve any alterations to the existing vehicular access arrangements serving the site and parking would remain for 1 car on the driveway.

Whilst the proposal would result in the loss of the garage, the garage dimensions are smaller than the adopted standard for an integral parking space, as such the loss of the garage would result in the loss of 0.5 of a parking space.

Off-street parking provision to the front of the property would remain available and the proposal is not considered likely to generate a level of additional parking demand that would warrant refusal.

The development would therefore not result in an unacceptable impact upon highway safety or parking provision.

Amenity Space:

No alterations are proposed to the rear. There are no expected impacts to the useable amenity space serving the dwelling.

Conclusion:

The proposed garage conversion, porch extension and associated fenestration alterations including obscured side window represent a modest form of residential

development which would preserve the character and appearance of the host dwelling and surrounding area.

The proposal would not result in any unacceptable impacts upon neighbouring residential amenity, highway safety, parking provision or residential amenity space. The development is therefore considered to comply with Policies CP1 and CP3 of the Core Strategy.

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 reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. 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:	Yes/No/Not required
Recommendation:	Approve
Date:	8 June 2026
Earliest date for decision:	20 May 2026

Recommendation agreed by: (Authorised Officer)	
Date:	9 June 2026

PLANNING CONSTRAINTS/STATUS

Insert where relevant