

**Date:** 17 July 2026  
**Application:** 261582



**WOKINGHAM  
BOROUGH COUNCIL**

WBC Highways

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Development Management &  
Compliance

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Dear WBC Highways,

**Full Planning Approval Consultation**

**Application Number:** 261582

**Applicant:** Ms Sau Man Lee

**Site Address:** 192 Silverdale Road, Earley, Wokingham, RG6 7NB

**Parish:** Earley

**Grid Reference:** Easting - 474994, Northing - 171199

**Type of Development:** Minor Dwellings (1-9)

**Proposal:** Full application for the proposed sub-division of existing house into 2 no. dwellings, including demolition of existing conservatory.

**Case Officer:** Marcus Hillman

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 261582. 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 **7 August 2026**.

Yours sincerely,  
Development Management & Compliance

# MEMORANDUM

|                             |                                                                                                                                       |                |        |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------|----------------|--------|
| <b>From:</b>                | JP [TD]                                                                                                                               |                |        |
| <b>Service</b>              | WBC Highways                                                                                                                          | <b>App No:</b> | 261582 |
| <b>Address:</b>             | 192 Silverdale Road, Earley, Wokingham, RG6 7NB.                                                                                      |                |        |
| <b>Proposal:</b>            | Full application for the proposed sub-division of existing house into 2 no. dwellings, including demolition of existing conservatory. |                |        |
| <b>Type of Development:</b> | Minor Dwellings (1-9)                                                                                                                 |                |        |
| <b>Site Visit Made:</b>     | <del>Yes</del> /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 proposal comprises the sub-division of an existing house into 2no. dwellings.

The existing property contains 11 habitable rooms, divided into 6 habitable rooms for the Primary Dwelling and 3 habitable rooms for the Secondary Dwelling.

The applicant previously sought pre-application advice (ref. 260918) for this development. The proposed floor plans are comparable in both applications.

### Access

The proposed dwellings are to be accessed via the existing crossovers. The dropped kerb onto Silverdale Road provides access to the Primary Dwelling, and the dropped kerb on Lakeside provides access to the Secondary Dwelling, which are acceptable in principle.

Any proposed changes to the access arrangement should be indicated on plans. This would also require separate consultation with WBC Traffic Management.

### Parking

In line with WBC Parking Standards, two car parking spaces are required the Primary Dwelling, and one space are required for the Secondary Dwelling. Each parking space shall have minimum dimensions of 5.0m x 2.5m.

While the applicant suggests that all the proposed parking spaces are retainment of existing provisions (with one existing space CP3 to be removed) and can be accessed via the existing dropped crossings, all parking spaces are marginally shorter than 5m. The Highways Authority expects all proposed car parking to be provided in accordance with WBC's parking standards.

Highways Authority also notes that the porch of the Primary Dwelling has been excluded from Drawing No. SR-06. The applicant is required to provide an updated drawing including the porch, to demonstrate the proposed driveway remains suitable for two parking spaces.

The applicant shall reconsider the orientation of the proposed parking, set back the building footprint and/or convert part of the proposed amenity area into hardstanding for parking provision(s) of suitable dimensions.

### **EV Charging Points**

New dwellings are expected to be provided with a minimum of one EV Charging Point under the latest Building Regulations (Approved Document S).

While the applicant has indicated one EV Charging Point for the Secondary Dwelling, the applicant should also provide EV charging for the Primary Dwelling and this has to be indicated on a plan.

### **Cycle Parking**

Cycle storage should be provided in accordance with WBC standards. The Primary Dwelling requires a cycle store with space for 3 cycles. The Secondary Dwelling requires a cycle store with space for 1 cycle.

The applicant has indicated cycle stores for both dwellings on the plans. Given the Secondary Dwelling has an independent access into the garden, this is an adequate place to store cycles.

It is, however, uncertain if the internal dimensions of cycle store for Primary Dwelling are sufficient to accommodate three bicycles. The internal dimensions for the shed should be circa 1.4m wide and 2m long.

### **Refuse Collection Strategy**

Kerbside collection is likely suitable for both dwellings, which is acceptable in principle.

#### **Conditions & Reasons (if required)**

|              |          |                |         |
|--------------|----------|----------------|---------|
| <b>Date:</b> | 5/8/2026 | <b>Signed:</b> | JP [TD] |
|--------------|----------|----------------|---------|

