

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	250992
Site Address:	20 Marlow Place, Shinfield, Wokingham, RG7 1UF
Expiry Date:	18 June 2025
Site Visit Date:	16 June 2025
Proposal: Householder application for the proposed conversion of the existing garage to form a sunroom with alterations to the side to include new fenestration providing access to the rear.	

PLANNING CONSTRAINTS/STATUS

Scale and Location of Development Proposals
Landscape Character Assessment Area
SSSI Impact Risk Zones
Thames Basin Heaths SPA Mitigation Zones
Historic Flooding Points Consultation Zone
Great Crested Newt Consultation Zone Householder

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 CP7 – Biodiversity CP8 – Thames Basin Heaths Special Protection Area 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 CC04 – Sustainable Design and Construction CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage TB23 – Biodiversity and Development
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Sustainable Design and Construction Supplementary Planning Document Shinfield Neighbourhood Plan

PLANNING HISTORY

Application No.	Description	Decision & Date
130163	Full planning permission for the erection of 276 dwellings with associated access landscaping	Approved 22/07/2014

	and open space following demolition of existing dwelling and ancillary buildings (214a Hyde End Road).	
142170	Application for submission of details to comply with conditions 3,4,5,11a,20,23,33,35,37,41,42,46,48 of planning consent F/2013/0347. 3. Phasing. 4. Materials. 5. Boundary Treatments. 11a. Arboricultural Works Scheme. 20. Construction Access. 23. Road Lay out and Bus Access Details. 33. Written Scheme of Investigation. 35. Contamination. 37. Noise. 41. Waste Strategy. 42. Site Waste Management Plan. 46. Sustainable Drainage Scheme. 48. Foul Drainage.	Replied 12/05/2015
150682	Application for submission of details to comply with the following condition of planning consent F/2013/0347 (22/7/2014). 17. Ecological Mitigation Strategy.	Replied 07/10/2015
150926	Application for advertisement consent for the proposed erection of one ACM panel sign and two flag poles. (retrospective)	Approved 29/06/2015
151791	Application for a non-material amendment to planning consent F/2013/0347, condition 2, to allow replacement of drawing JNY72544-SCR-102 Rev D with Drawing A036-10 Rev C1 (changes to drainage arrangements).	Approved 12/05/2015
151807	Application for submission of details to comply with the following conditions of planning consent F/2013/0347: Condition 34:Lighting Condition 40:Carbon Savings condition 42: Site Waste Management Plan	Replied 30/06/2015
151991	Application for submission of details to comply with the following condition of planning consent F/2013/0347: 18. Construction Environmental Management Plan.	Replied 12/05/2015
152123	Conditions application for submission of details to comply with the following condition of planning consent F/2013/0347: 38. Noise Assessment and Mitigation Report relating to the substation.	Replied 28/10/2015
152366	Application to vary conditions 2 (application drawings JNY7254-SCR-102 Rev D & JNY7254-SCR-103 rev D) and 45 (approved flood risk assessment) of planning consent F/2013/0347 (Full planning permission for the erection of 276 dwellings with associated access landscaping	Withdrawn 28/09/2015

	and open space following demolition of existing dwelling and ancillary buildings (214a Hyde End Road), dated 22/07/2014).	
152620	Conditions application for the submission of details to comply with the following condition of planning consent F/2013/0347: 40. Carbon Emissions.	Replied 21/10/2015
152650	Application to vary conditions 2 (application drawings JNY7254-SCR-102 Rev D & JNY7254-SCR-103 rev D) and 45 (approved flood risk assessment) of planning consent F/2013/0347 (Full planning permission for the erection of 276 dwellings with associated access landscaping and open space following demolition of existing dwelling and ancillary buildings (214a Hyde End Road), dated 22/07/2014). Condition 45 to read "The development permitted by this planning permission shall be carried out in accordance with the approved FRA, titled Spencers Wood, Reading ref: RCEB20840 dated 3 August 2012. compiled by RPS, the technical note from Abley Letchford Partnership dated 6 May 2015 ref:A032-001B and the following mitigation measures detailed within the FRA: 1. Limiting the surface water run-off rates in accordance with the table shown in the technical note from Table 2 dated 6 May 2015 and associated network calculations ref: SWS Croft Sewer Design, SWS Croft 1 in 2, SWS Croft 1 in 30, SWS Croft 1 in 100+30% FWS Sewer Design, SWS HER Sewer Design, SWS HER 1 in 2, SWS HER 1 in 30, SWS HER 1 in 100 +30%".	Approved 14/06/2017
152792	Non-material amendment application to planning consent F/2013/0347 Conditions 21, 39 & 49 to read: 21. Within 12 months of the occupation of the dwellings hereby permitted, a phased bus strategy for the entire South of the M4 Strategic Development Location shall first be submitted and approved in writing by the Local Planning Authority. The development shall be implemented in accordance with the agreed bus strategy thereafter. 39. All of the residential units will achieve: i) Market dwellings a minimum of Code Level Three for Sustainable Homes; ii) Affordable housing a minimum of Code Level Four for Sustainable Homes unless otherwise agreed in writing by the Local Planning Authority. 49. No dwelling shall be occupied until works for	Approved 23/11/2015

	the sewage disposal/drainage serving that dwelling has been completed.	
152832	Application for submission of details to comply with the following conditions of planning consent F/2013/0347 (22/7/2014). 24. Details of bus stop facilities. 26. Walking and cycling strategy. 27. Parking Management strategy. 32. Details of pedestrian/cycle visibility splays.	Replied 18/01/2016
153303	Application for a non-material amendment to planning consent F/2013/0347 (dated 22/07/2014) to allow the addition of garages to Plots 196-207.	Replied 04/02/2016
161985	Application for a submission of details to comply with the following condition of planning consent F/2013/0347 (dated 22/07/2014) 21. Bus Strategy	Replied 14/06/2017
172247	Application for non-material amendment to planning consent F/2013/0347 to allow removal of tree groups HRP041.1 and HRP041.2.	Replied 21/09/2017

CONSULTATION RESPONSES

Internal

WBC Drainage – No objection

WBC Highways – No objection

External

None

REPRESENTATIONS

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

APPRAISAL

Description of Development:

This application seeks permission to convert the existing garage to provide a sunroom. This will be facilitated by the insertion of new glazed doors to 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 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 garage door on the front elevation is proposed to remain and the only physical external alteration is the insertion of a new side door. Therefore, it is not deemed that the proposed garage conversion would negatively impact upon the character of the area.

Neighbouring Amenity:

The proposed garage conversion poses no harm to neighbouring amenities with regards to overbearing or loss of light. The only physical alteration will see a new door inserted to the side elevation and it is not deemed that this would introduce any overlooking concerns given the single storey nature of the garage. Overall, the proposed garage conversion poses no harm to neighbouring amenities.

Residential Amenity Space:

The proposals would not adversely harm the usability of the site's rear amenity space for current and future occupiers.

Highway Access and Parking Provision:

The Council's Highways Officer was consulted on this application. They are satisfied that the proposed garage conversion will not have a significant impact in respect of the overall number of habitable rooms and the councils parking standards. The loss of 0.5 parking spaces within the garage is not considered to have a significant impact and therefore the remaining level of parking is considered acceptable in this instance.

Conclusion:

For the reasons stated above, the proposal is acceptable in local plan policy terms and therefore is recommended for approval.

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.

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.

RECOMMENDATION

Conditions agreed:	Not required
Recommendation:	Approve
Date:	16 June 2025
Earliest date for decision:	17 May 2025

Recommendation agreed by: (Authorised Officer)	
Date:	17/06/25