

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260535
Site Address:	15 Norwich Drive, Woodley, Wokingham, RG5 3EX
Expiry Date:	28 April 2026
Site Visit Date:	18 th November 2025
Proposal: Householder application for the proposed erection of a two storey side extension.	

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
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC03 – Green Infrastructure, Trees and Landscaping CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage TB05 – Housing Mix TB06 – Development of Private Residential Gardens
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles H12 – Residential development of existing private gardens
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
152817	Householder application for proposed single storey rear and side extension to existing dwelling	Approved 2 nd February 2016
252585	Householder application for the proposed erection of single-storey side extension creating habitable accommodation	Approved 30 th January 2026

CONSULTATION RESPONSES

Internal

WBC Digital Solutions Scanning- No comments received

External

None consulted

REPRESENTATIONS

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

APPRAISAL

Site Description: 15 Norwich Drive is located in the predominantly residential area of Woodley. The dwelling is located at the end-of-terrace Number 15 has an enclosed garden to the side and rear and has a large plot in comparison to its adjoining neighbours.

Planning History: This application site had a previous application submitted. Application 152817 submitted in October 2015 consisted on the proposed erection of a single storey side and rear extension. The previous application was approved. Application submitted in October 2025 for the proposed erection of single-storey side extension creating habitable accommodation was approved in January 2026, following revised plans to include a new window to the front elevation.

Proposal: This application seeks permission for the proposed erection of a two-storey side extension. The proposed extension will approximately be 6.5 meters in height, 4.5 metres in width and 5.8 metres in depth.

The proposed extension at ground floor level will accommodate a bedroom, kitchen and shower room, however, this does not have a separate access provision, and access is still maintained through the main dwelling.

At first floor level, the proposal will accommodate an additional bedroom.

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: Policy CP3 of the Core Strategy states that developments are of appropriate scale of activity, mass, layout, built form, height, materials and character to the area together with a high quality of design without detriment to other adjoining land users. R1 of the Borough Design Guide SPD requires that development contribute positively towards and be compatible with the historic or underlying character and quality of the local area.

Norwich Drive and the surrounding area comprises of a residential cul-de-sac consisting of terraced housing, vast amenity space and sufficient parking.

The National Planning Policy Framework (NPPF) and the National Design Code places significant emphasis on the planning system securing good design. NPPF paragraph 131 states that *“the creation of high quality, beautiful and sustainable buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development”*.

Paragraph 139 states that *“Development that is not well designed should be refused, especially where it fails to reflect local design policies and government guidance on design, taking into account any local design guidance and supplementary planning documents such as design guides and codes”*

The proposed extension would be positioned to the side of the dwelling on an area of existing hardstanding that formerly formed part of the garden. The extension would be fully contained within the site boundary, set back from the road and positioned below the ridge height of the host dwelling. The roof form reflects that of the existing dwelling, helping the development to integrate comfortably within the street scene.

While the extension is clearly perceptible when viewed in relation to the host dwelling and neighbouring properties, it is modest in scale and, by virtue of its reduced ridge height, set-back position and complementary roof design, would remain visually subordinate to the original building. The proposed fenestration changes to the front, side and rear elevations at both ground and first-floor level assist in breaking up the mass of the extension and soften its overall appearance, ensuring it represents a sympathetic addition to the dwelling.

In terms of residential amenity, the proposed windows are limited in size and would be screened by existing and proposed boundary treatments. As such, they would not result in overlooking of primary amenity areas, including patios or the main areas of neighbouring rear gardens. The proposal is therefore not considered to give rise to any harmful loss of privacy or unacceptable impact on neighbouring amenity.

Overall, the proposed works would not result in significant harm to the character of the area. Thus, there would be no significant conflict with policy CP3 of the Core Strategy and the advice within the Borough Design Guide.

Neighbouring Amenity: Paragraph 135(f) of the National Planning Policy Framework (NPPF) requires development to secure a “high standard of amenity for existing and future users”. This is reinforced by Policy CP3 of the Core Strategy, which requires development to be of an appropriate scale, mass, layout and height, and to achieve a high quality of design without detriment to the amenities or quality of life of adjoining occupiers.

The proposed extension would be positioned to the side of the dwelling and would be fully contained within the site boundary. Two windows are proposed within the side ground floor elevation, along with one window within the first-floor rear elevation.

Due to the orientation of the plot and the non-perpendicular relationship with neighbouring properties, there is potential for overlooking towards neighbouring amenity space. To mitigate this impact, it has been agreed that the first-floor rear window would be fitted with obscure glazing. Subject to this measure, the proposal is not considered to result in unacceptable overlooking or harm to neighbouring residential amenity.

The proposed extension would be located marginally closer to the boundary with neighbouring dwellings on Harding Road. The Borough Design Guide (BDG) requires development to provide appropriate levels of amenity space and to maintain reasonable levels of visual privacy to habitable rooms.

The BDG advises minimum separation distances of 22 metres for rear-to-rear relationships and 10 metres across a street. Due to the non-perpendicular relationship between the site and neighbouring properties, these distances are less straightforward to measure. However, based on the submitted block plan, the distance between the front elevation of the proposed extension and the nearest dwelling across the street measures approximately 13 metres. From the side elevation, the flank to boundary is approximately 2.75 meters, both of which exceed the minimum separation distance set out in the BDG and is therefore considered acceptable in terms of visual privacy and residential amenity.

Overall, having regard to its modest height, scale and relationship with neighbouring properties, the proposal would not result in unacceptable harm to neighbouring amenity by reason of overlooking, loss of light or overbearing impact.

Highway Access and Parking Provision: Whilst the submitted block plan does not identify the number of parking spaces, there is no change in level of driveway parking available, and no off-street parking is proposed. As a result, the proposal does not impact parking or access provisions, therefore, no objection from Highways has been raised.

Flooding and Drainage: The application site is situated within an area that is susceptible for surface water flooding, however no flooding has been identified at the location of the extension. As a result, the proposal does not raise any concern regarding flooding, therefore, no objection from Flooding and Drainage have been raised.

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.

Conclusion: For all the above, the proposal is acceptable, and the application is recommended for approval.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approved
Date:	22 April 2026
Earliest date for decision:	25 March 2026

Recommendation agreed by: (Authorised Officer)	
Date:	8 May 2026

PLANNING CONSTRAINTS/STATUS
Insert where relevant