

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	253035
Site Address:	Arlington, Basingstoke Road, Spencers Wood, Wokingham, RG7 1AE
Expiry Date:	6 February 2026
Site Visit Date:	14 January 2026
Proposal: Householder application for the proposed erection of a single storey rear extension, a two-storey side extension over the existing garage, conversion of the existing loft space to create additional habitable accommodation facilitated by the removal of 2 no. chimneys on the rear elevation, 2 no. rooflights and 1 no. pitched roof dormer to the front elevation, and 1 no. flat roof dormer to the rear elevation (part-retrospective).	

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 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 TB23 – Biodiversity and Development TB26 – Buildings of Traditional Local Character and Areas of Special Character
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 CE1 – Design principles for efficient buildings CE3 – Environmental standards for residential development NE5 – Landscape and design DH1 – Place making and quality design DH5 – The historic environment
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Sustainable Design and Construction Supplementary Planning Document A Vision for Our Villages: Ryeish Green, Spencers Wood, Three Mile Cross

PLANNING HISTORY

Application No.	Description	Decision & Date
33445	Proposed two-storey rear extension to enlarge kitchen and form utility room and WC, bedroom and bathroom.	Approved 04/07/1989
041241	Proposed first floor side extension to dwelling.	Approved 01/02/2005
241627	Application for a certificate of lawfulness for the proposed erection of a rear dormer along with loft conversion to create habitable accommodation to include 2no roof lights to the front plus removal of 2no existing rear/side chimneys.	Refused 02/09/2024
242472	Application for a certificate of lawfulness for the proposed loft conversion to create habitable accommodation along with insertion roof lights, erection of a rear dormer, internal alterations plus removal of 2no. existing rear chimneys.	Approved 18/10/2024
250020	Householder application for the proposed first floor side extension over garage, including the removal of 2 no. existing chimneys and the addition of 2 no. roof lights.	Approved 06/08/2025

CONSULTATION RESPONSES

Internal

WBC Highways – No objection subject to conditions
WBC Landscape and Trees – No objection
WBC Built Heritage Officer – No objection
WBC Ecology – No objection subject to conditions

External

None

REPRESENTATIONS

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

APPRAISAL

Description of Development:

This application seeks permission for the proposed erection of a single storey rear extension to extend the family room. A two-storey side extension over the existing garage to provide a walk-in wardrobe, en-suite bathrooms to the existing bedrooms, and a bedroom. Conversion of the existing loft space to form two bedrooms, facilitated by the insertion of rooflights to the front elevation and a flat roof dormer to the rear elevation. Plus, the conversion of the garage to create a home office.

The plans initially submitted did include a small, pitched roof dormer on the front elevation atop the new side extension, and a bulkier flat roof dormer on the rear elevation. Following receipt of comments from the Council's Built Heritage Officer the proposal was amended and the front dormer removed, and the rear dormer reduced in size.

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:

Single Storey Rear Extension

The proposed single storey rear extension extends 1.25 metres beyond the rear of the existing dwelling, up to and in line with the rear building line of the neighbouring property. The extension does not comply with R16 design principle within the Borough Design Guide, however, given its proportionate scale and unimposing design, it is deemed that the rear extension would have an acceptable impact on the appearance of the dwelling and wider area. Additionally, the rear extension would only be partially visible from the public domain, further demonstrating that there would be no notable harm.

Two-Storey Side Extension

The Council's Borough Design Guide (BDG) states that "side extensions should not project forward of the building line on the street frontage(s)" and "side extensions should be set back from the building by at least 1m, preferably with a lower roof line and should be set at least 1m from the plot boundary". The proposed side extension would be set back from the front building line at first floor level by 0.55 metres. The roof line of the extension will be set down by 0.25 metres from the main roof, but the proposal is set right on the boundary with the neighbouring property. Whilst the proposal does not fully comply with the guidance in the BDG, the slight set down and set back would allow the existing gable feature to remain prominent on the property, and as such it is deemed the side extension would appear as a subservient addition which poses no significant harm to the character of the area.

Loft Conversion

The proposed loft conversion will be facilitated by the insertion of 1 no. flat roof dormer to the rear elevation following the removal of 2 no. chimneys, and the insertion of 2 no. rooflights to the front elevation. The dormer is located within the main roof where it is

set back from the eaves line and side of the roof, and additionally the height of the dormer does not exceed the height of the ridgeline of the roof. The dormer is well contained within the roof which ensures that it will appear as a subservient feature on the roof. Additionally, rooflights are typical features on dwellings and it is not deemed that these would significantly alter the appearance of the dwelling. Overall, the proposed loft conversion poses no harm to the character of the area.

Garage Conversion

The conversion of the garage will see the front garage door being replaced with a window. This alteration is not deemed to pose any harm to the character of the area.

Neighbouring Amenity:

Single Storey Rear Extension

The proposed rear extension is single storey in nature, and as such there are no concerns relating to loss of light or overlooking. In terms of overbearing, the rear extension is set right on the boundary, however it does not project beyond the rear of the neighbouring property, thus demonstrating there would be no overbearing impacts.

Two-Storey Side Extension

The proposed two-storey side extension features no windows on the side elevation and therefore there are no concerns relating to overlooking. In terms of loss of light and overbearing, the neighbouring Tankerton House has two small windows on the first-floor side elevation that serve a bathroom and a WC, therefore the extension would not result in the loss of light to a habitable room. In terms of overbearing, the side extension is set back approximately 3.2 metres compared to Tankerton House, and the extension is largely aligned with the flank elevation anyway and only extends slightly beyond the rear of Tankerton House over their parking area. As such, it is not deemed that the side extension would result in any significant overbearing impacts.

Loft Conversion

The proposed dormer is well contained within the loft space and therefore it is not deemed that it would introduce any overbearing impacts or cause a loss of light to the neighbouring property. In terms of overlooking, windows are proposed on the rear elevation, but their outlook is down the rear garden and as such no concerns are raised on overlooking grounds.

Garage Conversion

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 or future occupiers.

Ecology:

The Council's Ecology Officer was consulted on this application, and they are satisfied that the survey effort and methodology for the submitted bat surveys was adequate for the ecologist to conclude that the development as proposed would be unlikely to cause disturbance to bats or bat roosts. However, given the level of bat activity in the area, the Ecology Officer has recommended two conditions. The first requiring a scheme of biodiversity enhancements to be submitted that will include at least one Habitat bat

tube into the building and hedgehog gaps in boundary fencing. But, given the scale of the development proposed, and as hedgehogs aren't referenced in the submitted ecological surveys, the reference to hedgehog gaps in this condition has been omitted. The second condition is to limit external lighting but given the scale of the development proposed it would be considered too onerous and unreasonable to limit external lighting particularly given the residential character of the area. Accordingly, this condition is not recommended.

Built Heritage:

Following the receipt of the revised plans the Council's Built Heritage Officer was satisfied that their concerns relating to the bulk and imbalance have been adequately addressed. The removal of the front dormer and replacement with a rooflight, and the reduction in size of the rear flat roof dormer is a welcomed change, and as such the Built Heritage Officer has no objection.

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 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.

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:	3 March 2026
Earliest date for decision:	26 January 2026

Recommendation agreed by: (Authorised Officer)	
Date:	03/03/26

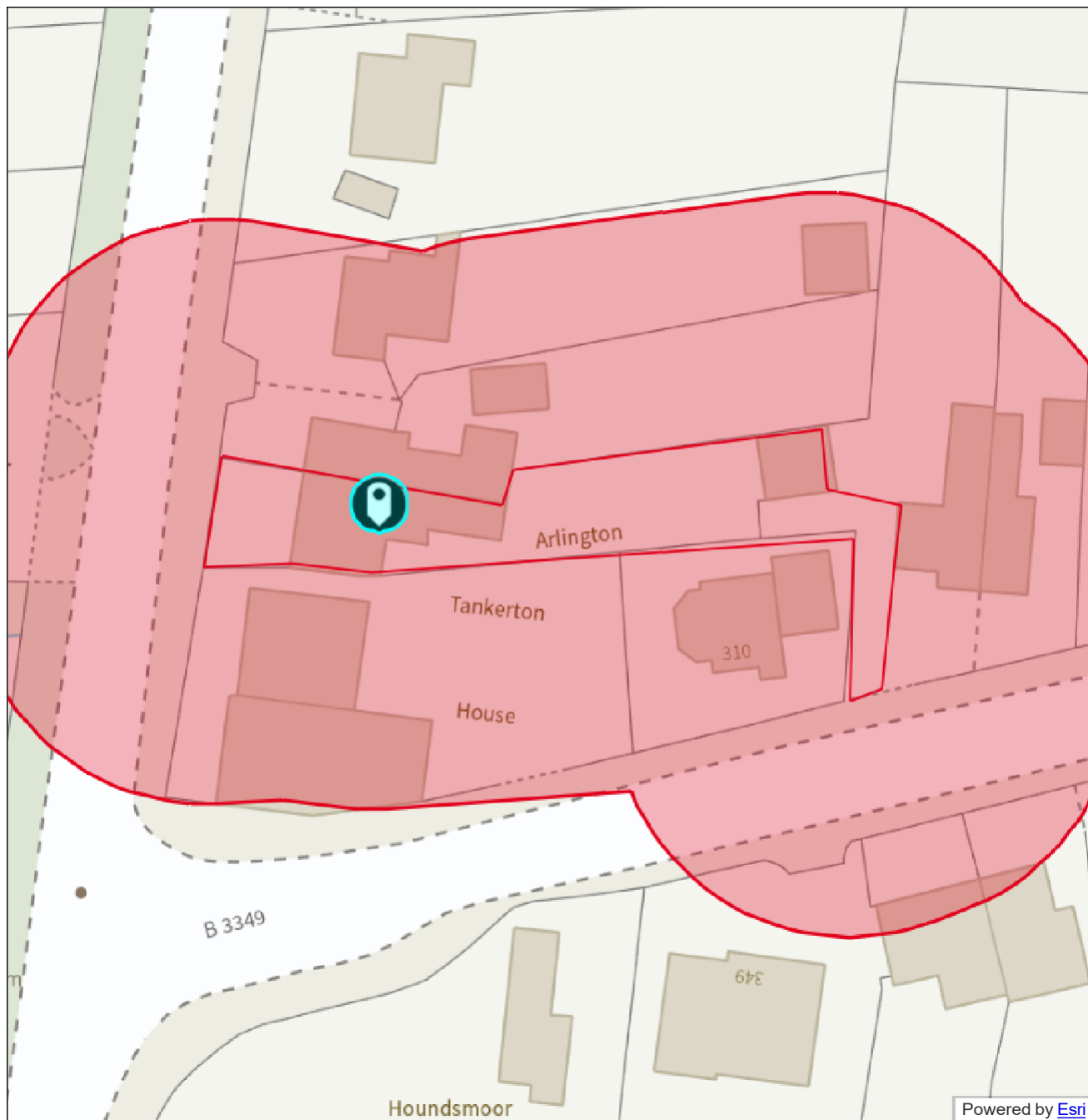
PLANNING CONSTRAINTS/STATUS

Near Me Report

Area of Interest (AOI) Information

Area: 4,803.48 m²

Date: Tue Dec 16 2025 16:26:15 GMT+0000 (Greenwich Mean Time)



No legend

Affordable Housing Thresholds | Total count: 3

#	NAME
1	Within Modest or Limited Development Locations
2	Within Modest or Limited Development Locations
3	Within All Development Locations

Retail Centres | Total count: 1

#	FEATURE_TYPE	NAME
1	Local Shops	Beech Hill Rd/ Basingstoke Rd, Spencers Wood

Scale and Location of Development Proposals | Total count: 1

#	FEATURE_TYPE	NAME
1	Modest Development Locations	Spencers Wood

Thames Basin Heath SPA Mitigation Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME
1	Special Protection Area Linear Mitigation Zone	5km Linear Mitigation Zone

Special Character Areas | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME
1	Area of Special Character	The Square, Spencers Wood, Shinfield

Green Infrastructure Routes Consultation Zone | Total count: 1

#	FEATURE_TYPE
1	Green Route

Major Nuclear Sites Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	PLANNING_NOTE
1	Consultation Zone - Major Nuclear Site	AWE Burghfield - Detailed Emergency Planning Zone (DEPZ)	This is the DEPZ.

Aerodrome Safeguarding: Heathrow Consultation Zone | Total count: 1

#	Height Band	Wind Turbine	Aviation
1	All works exceeding 150 metres (492.1 feet)	NO	YES

EA Groundwater Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Groundwater Consultation Zones	Groundwater Consultation Zone 3	Environment Agency (only if application involves contaminated land) – see separate sheet: When to consult the Environment Agency

Risk of Flooding from Surface Water | Total count: 2

#	FEATURE_TYPE	FEATURE_NAME
1	Environment Agency Surface Water Flood Zones	1 in 100 year risk extent
2	Environment Agency Surface Water Flood Zones	1 in 1000 year risk extent

Bat Roost Habitat Suitability | Total count: 6

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Bat survey required for planning applications that involve roof modification or demolition.	FT967	Ecology Officer, Green Infrastructure Team
2	Bat survey required for planning applications that involve roof modification or demolition.	FU967	Ecology Officer, Green Infrastructure Team
3	Bat survey required for planning applications that involve roof modification or demolition.	FV966	Ecology Officer, Green Infrastructure Team
4	Bat survey required for planning applications that involve roof modification or demolition.	FV967	Ecology Officer, Green Infrastructure Team
5	Bat survey required for planning applications that involve roof modification or demolition.	FV968	Ecology Officer, Green Infrastructure Team
6	Bat survey required for planning applications that involve roof modification or demolition.	FW967	Ecology Officer, Green Infrastructure Team

Great Crested Newt Impact Risk Zones | Total count: 2

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Great Crested Newt Impact Risk Zone	Amber	For Householder applications check HH Layer. Consult NatureSpace for all other types of development
2	Great Crested Newt Impact Risk Zone	Red	For Householder applications check HH Layer. Consult NatureSpace for all other types of development

Great Crested Newt Impact Risk Zones - Minor | Total count: 2

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Great Crested Newt Impact Risk Zone	Amber	Consult NatureSpace for any minor development that intersects a red or amber zone in this layer
2	Great Crested Newt Impact Risk Zone	Red	Consult NatureSpace for any minor development that intersects a red or amber zone in this layer

SSSI Impact Risk Zones | Total count: 1

#	IRZURL
1	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0101000322302&es=11401&location=471709,166736%20(IRZ%20polygon%20centre)

Potentially Contaminated Land Zones | Total count: 1

#	FEATURE_TYPE	OBJECTID
1	Potentially Contaminated Land Consultation Zone	1

Landscape Character Assessment 2019 | Total count: 1

#	FEATURE_TYPE	Name
1	Landscape Character Assessment 2019	Spencers Wood Settled and Farmed Clay

Wards | Total count: 1

#	Name of area	Closest Approximate Distance
1	Spencers Wood & Swallowfield Ward	0 m

Parishes | Total count: 1

#	Name of area	Closest Approximate Distance
1	Shinfield CP	0 m