APPLICATION NO:

F/2002/5908

LOCATION:

3 Saunders Close, Twyford Reading.

APPLICANT:

Mr/Mrs J Wallace C/O The Loft Conversion Co.

PROPOSAL:

Proposed velux windows in roof and formation of room in loft space.

EARLIEST DATE FOR DECISION: **16/03/2002**

APPLICATION WILL HAVE EXPIRED ON:
10/04/2002

CASE OFFICER: **Francis Leo**

APPROVED 01

1026

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Mr & Mrs J Wallace
C/O The Loft Conversion Co.
60 Grasmere Avenue
Tilehurst
Reading
Berks
RG30 6XX

Application Number: F/2002/5908

Parish: **TWYFORD**

Location: **3, Saunders Close, Twyford, Reading.**

Proposal: **Proposed velux windows in roof and formation of room in loft space.**

The Wokingham District Council in pursuance of their powers under the above Acts and Regulations hereby **Approve Permission** for carrying out the above development in accordance with the application and the accompanying plans submitted to the Council subject to compliance with the following condition, the reason for which is specified hereunder.

Condition
1. The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Reason
1. In pursuance of Section 91(1) of the Town and Country Planning Act 1990.

Informative
1. You are advised, in compliance with The Town and Country Planning (General Development Procedure) (England) (Amendment) Order 2000, that the following policies and/or proposals in the development plan are relevant to this decision:

Berkshire Structure Plan Policy EN1.
Loddon Area Local Plan Policies LBE1 and LBE2.
Deposit Draft Wokingham District Local Plan Policies WOS3 and WBE1.

Anna Cronin
Head of Planning & Transportation
Date: 26/03/2002

Notice checked by: _____

If this notice grants permission to proceed with the proposal the applicant is reminded that it relates to planning permission only and does not constitute approval under any other legislation including Building Regulations.

Released.

DEVELOPMENT CONTROL/BUILDING CONTROL CHECKLIST

CHECKLIST WHEN A BUILDING REGULATION APPLICATION HAS BEEN RECEIVED.

CASE OFFICER

SITE DETAILS	
PLANNING APPLICATION NUMBER	5908, Frances Hea
BUILDING CONTROL NUMBER.	FP 2002/2665 North
APPLICANT/AGENT	The Loft Conversion Company
ADDRESS OF SITE	3 Saunders Close TILFORD
DESCRIPTION OF PROPOSED WORK	Loft Conversion Velux windows

DRAWING NUMBERS	BC	DC
BLOCK PLAN	0046 326	0046 326 a
ELEVATIONS	no elevations	— "
FLOOR PLANS	0046 326	— "

CHECKLIST	1ST CHECK	2ND CHECK
PERMITTED DEVELOPMENT		
APPLIC. NECESSARY-NOT RECEIVED	Yes.	
APPLIC.RECEIVED & APPROVED		26/3/02
APPLIC.RECEIVED-NO DECISION		
APPLIC.REFUSED		
DIFFERENCES BETWEEN DC/BC DRAWINGS		None
IF YES, WHAT ARE THE DIFFERENCES ?		/
DATE	4/4/02.	12/4/02

PROBLEMS	REQUESTED	RECEIVED	REMINDER
PLANNING PERMISSION NEEDED	4/4/02.	3/4/02	
REVISED PLANS NEEDED			
PLANNING APPLIC.REFUSED			
WAIT FOR PLANNING DECISION			

COMMENCED ON SITE	
NO PLANNING DECISION	
NO PLANNING APPLICATION	

Applicationo	Name & Address
F/2002/5908	Mr I & Mrs A Butterick 4 Saunders Close TWYFORD RG10 0XT
Application Approved	Letters sent 03.04.02

WOKINGHAM UNITARY
Aiming for Excellence

ORK SHEET FOR : Francis Leo

Application Number : F/2002/5908

Applicant : Mr/Mrs J Wallace C/O The Loft Conversion Co..

Location : 3, Saunders Close, Twyford, Reading.
Proposal : Proposed velux windows in roof and formation of room in loft space.

Site Notice Displayed ? : YES ☑ NO ☐ DATE 20/2/02

Date of Neighbour Notifications : .....

Date of Site Visit : 6/3/02

Date Registered : 13/02/2002

Earliest Date for Decision : 16/03/2002

Latest Consultation Date/Site Notice Expiry Date : 16/03/2002

This application will have expired on: 10/04/2002. You need to make a decision 1 day prior to this date for this application to count as determined in less than 8 weeks.

Consultation Responses :

Highways : require 2 parking spaces in addition to the garage.

Twyford Parish : no objection

One objection - loss of privacy because of window

Planning Issues : I'd Sett

LBE1, LBE2

WOS3, WBE1

EN1

Application Number: F/2002/5908 **Officer : Francis Leo**
3 Saunders Close, Twyford, Reading

Appraisal :

Development
Proposed 5 no velux windows in roof and formation of room in loft space.

The site is a detached property located in the identified settlement of Twyford within the Loddon Area Plan and Wokingham District Local Plan.

Impact upon neighbouring properties
Since the proposal is only for roof lights there would be no detrimental impact upon neighbouring properties although it is acknowledged that there would be an increase in overlooking

Impact upon the character of the area
The profile of the roof would be retained as existing hence there would be no adverse impact upon the character of the area.

Parking: The creation of an additional room at the loft would increase the number of bedrooms to 4 requiring 3 parking spaces. The front garden measures 10m x 10m suitable for 2 car spaces plus the garage.

Adjoining owner comment: one objection on grounds of loss of privacy because of 3 roof lights at the rear roof and that their garden would be overlooked. Objector has not given his address to assess their property. It is possible that the objection is from nos 154 or 156 Broad Hinton or no 8 Burton Close. The distance from the site to these properties is approximately 20m any visibility would only be minimal.

Recommendation : approval ☑ **Refusal** ☐

Application Number: F/2002/5908

Appraisal :

Recomendation : Approval: ☐ **Refusal:** ☐
(tick appropriate box)

Application Number F/2002/5908
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	C001	R001	
~~2~~	~~C01~~	~~R01~~	

RECORD OF SITE VISIT

SITE ADDRESS: 3 Saunders Close
Twyford Reading.

APPLICATION NUMBER: F/2002/5908

OFFICER: Francis Leo

DATE OF SITE VISIT: 6/3/02

1 SITE/STATUTORY NOTICE DISPLAYED ? Yes

2. DESCRIPTION OF SURROUNDINGS 2 storey detached.
some integral garage, some, have garage to the side

3. DESCRIPTION OF SITE/BUILDING 2 storey, detached
integral garage. open front garden
~~single storey~~ rear ~~extn~~ conservatory

4. RELATIONSHIP TO ADJOINING PROPERTIES
No 4. about 2m away.

5. SITE CONSTRAINTS

TREES —

ACCESS/PARKING at front for 2 cars + garage

LEVELS garden slopes down.

BOUNDARY TREATMENT 1.5m high timber fence

OTHERS

Cancel□da

PLANNING SERVICES	HPT
POL	TLS
DC	ENF
APF	
CS	
13 MAR 2002	
COPIES TO	FILE

From: WebComments@wokingham.gov.uk
Sent: 12 March 2002 09:16
To: ian.jordan@wokingham.gov.uk
Subject: Comments on Planning Applications

****

NatureofEmail: Object
ApplicationNumber: F/2002/5908
Correspondent_FullName: Mr I & Mrs A Butterick
Correspondent_StreetAddress: 4 Saunders Close
Correspondent_Address2: Twyford
Correspondent_Town: Reading
Correspondent_County: BERKSHIRE
Correspondent_PostCode: RG10 0XT
Correspondent_Telephone: 0118 924 0617
Correspondent_Email:

Comments:

We are objecting on the grounds of loss of privacy - addition of 3 velux windows in the roof to the rear of 4 Saunders Close will increase the amount our rear garden is overlooked. There will be virtually nowhere within the garden that is not overlooked by these windows.
An additional comment – there seems to be a mistake on the planning application, it states that the current number of bedrooms is 3, however, 4 Saunders Close was built as 4 bedroom house. The addition of a stairway to the loft space will result in the loss of 1 bedroom reducing the number of bedrooms to 3.

Ian Jordan

PLANNING SERVICES	HPT
FOL	TLS
DC	ENF
APP	
DS	
13 MAR 2002	
COPIES TO	

From: WebComments@wokingham.gov.uk
Sent: 12 March 2002 09:28
To: ian.jordan@wokingham.gov.uk
Subject: Comments on Planning Applications

****

NatureofEmail: Object
ApplicationNumber: F/2002/5908
Correspondent_FullName: Mr I & Mrs A Butterick
Correspondent_StreetAddress: 4 Saunders Close
Correspondent_Address2: Twyford
Correspondent_Town: Reading
Correspondent_County: BERKSHIRE
Correspondent_PostCode: RG10 0XT
Correspondent_Telephone: 0118 924 0617
Correspondent_Email:

Comments:

Previously submitted objection had a typing error (address of property seeking planning permission was incorecrtly stated as 4 Saunders Close, should have read 3 Saunders Close), please accept this as our objection. We are objecting on the grounds of loss of privacy - addition of 3 velux windows in the roof to the rear of 3 Saunders Close will increase the amount our rear garden is overlooked. There will be virtually nowhere within the garden that is not overlooked by these windows.
An additional comment – there seems to be a mistake on the planning application, it states that the current number of bedrooms is 3, however, 3 Saunders Close was built as 4 bedroom house. The addition of a stairway to the loft space will result in the loss of 1 bedroom reducing the number of bedrooms to 3.

FROM: Francis Leo

DELEGATED

DATE: 20 February 2002

TWYFORD PARISH CONSULTATION SHEET

Application Number: F/2002/5908

Proposal: Proposed velux windows in roof and formation of room in loft space..

Site Address: 3, Saunders Close, Twyford, Reading.

Applicant: Mr/Mrs J Wallace C/O The Loft Conversion Co..

Your observations are required in respect of this application **by 16/03/2002**..

PLANNING SERVICES
07 MAR 2002
COPIES TO
ACK
FILE

No Comment

SIGNED: Francis Leo DATE: 5/3/02

Clerk To Twyford Parish/Town Council.

~~HIGH~~WAYS CONSULTATION SHEET

From: Francis Leo **Date:** 20 February 2002

Application Number: F/2002/5908

Proposal: Proposed velux windows in roof and formation of room in loft space.

Parish: TWYFORD PARISH

Site Address:
3, Saunders Close, Twyford, Reading.

Applicant:
Mr/Mrs J Wallace C/O The Loft Conversion Co..

Your observations are required in respect of this application within **7 days** of the above date.

✓ below as applicable;

1) ☐ Recommend refusal for the reason(s) **stated below;**
2) ☑ Recommend approval but with condition(s) & reason(s) **stated below;**
3) ☐ Recommend approval with **no** condition(s) or reason(s).

1. C049; R049

2. **PARKING AND TURNING AREA BEFORE OCCUPATION/TO BE AGREED**

No part of any building(s) hereby permitted shall be occupied or used until vehicle parking and turning space for 3 vehicles has been provided in accordance with details to be submitted to and approved in writing by the Local Planning Authority.
The vehicle parking and turning space shall be permanently maintained and used for no other purposes.

R: 122.

Signed: _____ **Print name:** Adam 22/03/02.

**********FILE COPY**********

Tel: 0118 974 6502

Date: **20 February 2002**

My ref: F/2002/5908

WOKINGHAM UNITARY
Aiming for Excellence

CONFIDENTIAL

Councillor Tomlin
3 Swanscourt
Twyford
Berks
RG10 0AZ

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Councillor

Application Number: F/2002/5908
3, Saunders Close, Twyford, Reading.
Proposed velux windows in roof and formation of room in loft space.

I write to let you know that the above mentioned house holder application has been received

At this stage a recommendation has not yet been made. This form should only be returned if it is likely that you may wish the application to be listed for consideration by the Development Control Sub-Committee. This form must be received no later than 28 days from the date of this letter.

If you have any questions please do not hesitate to contact **Francis Leo** on **0118 974 6502**.

Yours faithfully,

Francis Leo

Development Control Officer

LISTING FORM

Case officer: **Francis Leo** Application Number: **F/2002/5908**
3, Saunders Close, Twyford, Reading.
Proposed velux windows in roof and formation of room in loft space.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Tomlin

**********FILE COPY**********

**********FILE COPY**********

Tel: 0118 974 6502

Date: **20 February 2002**

My ref: F/2002/5908

WOKINGHAM UNITARY
Aiming for Excellence

CONFIDENTIAL

Councillor C A Ferris
The Corner House
Station Road
Twyford
RG10 9NG

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Councillor

Application Number: F/2002/5908
3, Saunders Close, Twyford, Reading.
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Yours faithfully,

Francis Leo

Development Control Officer

LISTING FORM

Case officer: **Francis Leo** Application Number: **F/2002/5908**
3, Saunders Close, Twyford, Reading.
Proposed velux windows in roof and formation of room in loft space.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor C A Ferris

**********FILE COPY**********

**********FILE COPY**********

Tel: 0118 974 6502

Date: **20 February 2002**

My ref: F/2002/5908

WOKINGHAM UNITARY
Aiming for Excellence

CONFIDENTIAL

Councillor Conway
20 Arnside Close
Twyford
RG10 9BS

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Councillor

Application Number: F/2002/5908
3, Saunders Close, Twyford, Reading.
Proposed velux windows in roof and formation of room in loft space.

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Yours faithfully,

Francis Leo

Development Control Officer

LISTING FORM

Case officer: **Francis Leo** Application Number: **F/2002/5908**
3, Saunders Close, Twyford, Reading.
Proposed velux windows in roof and formation of room in loft space.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Conway

**********FILE COPY**********

Received by Wokingham District Council

Application No: F/2002/5908

Proposal:
Proposed velux windows in roof and formation of room in loft space.

Location:
3, Saunders Close, Twyford, Reading.

The application is available for inspection at Wokingham District Council's offices during the following times:

PLANNING DEPARTMENT, SHUTE END, WOKINGHAM TEL (0118) 974 6428
8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday

WOODLEY LIBRARY HEADLEY ROAD WOODLEY 9.30am - 7.00pm Mon, Thurs & Fri. 9.30am - 5.00pm Tues, 9.30am - 1.00pm Saturday and 1.00pm - 4.00pm Sunday. Library closed all day Wednesday. If you intend to view this application at Woodley Library please allow 4 days from the date of this letter for delivery of plans and remember to quote application number F/2002/5908 to enable the library staff to locate the correct information.

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Francis Leo P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 16/03/2002. Written comments submitted will become available for public inspection.

In view of the very large number of planning applications and letters of comment received, it will not be possible for an individual reply to be issued to observations made. However any comments will be taken into account when the application is determined and you will be notified of the decision.

Head Planning and Transportation

20 February 2002

Application Number : F/2002/5908	**Map No :** 38
Case Officer : FL	**Site Area :** 003
Valid Date : 13 FEB 2002	**Received Date: 13/02/2002**

Level : Delegated Application

Description : Proposed velux windows in roof and formation of room in loft space.

Location : 3, Saunders Close, Twyford, Reading.

Parish : TW **Ward : TWY** 20/2/02 TB

Applicant : Mr/Mrs J Wallace C/O The Loft Conversion Co..

Fee Required: £0 **Fee Received: £0** - PD rights removed

Additional: ..... or Refund: .....

Enforcement Section to be notified ☐ (tick if required)

Additional information required for validation;

REASON	NOTES	DATE REQ	DATE RECD
LOCATION PLANS			
BLOCK PLANS			
FORMS UNSIGNED			
S.66 MISSING/INCORRECT/ UNSIGNED			
ELEVATION PLANS			
FLOOR PLANS			
NO SCALE OR SCALE IS IMPERIAL			
ENCROACHMENT LETTER REQUIRED			
OTHER			

Is the site in a Conservation Area: ☐ Yes ☐ No If "Yes" which one _____

Is the site a Listed Building: ☐ Yes ☐ No

Is a Statutory Advertisement required: ☐ Yes ☐ No

INTERNAL CONSULTATIONS 20/2/02 -B

Building Control

Heritage (Harold Sanders)

Landscape

Trees

Environmental Health

Housing

Leisure & Cultural Services

Public Rights of Way Officer

Property

Policy & Plans

Joint Strategic Planning Unit

Archaeological Officer (BABTIE)

Education

Social Services

Highways ✓

EXTERNAL CONSULTATIONS

Adjacent DPA : _____

Adjacent Parish : _____

SEB

British Gas

Oil pipeline

Transco

Environment Agency

Railtrack

Police Arch Officer

HERITAGE BODIES

Victorian Society
The Georgian Group
Ancient Monuments Society
Council for British Arch
RCHME
NRPB (Telecommunications)
Sport England
Society for Proct' of Ancient Bldgs
English Heritage

OTHERS

.....

.....

.....

.....

.....

.....

NEIGHBOURS

.....

S/N + See map

.....

No pre-apps

1933

ADDRESS 3 Saunders Close PARISH Twyford

PLOT No. 156 2B ORD. SHEET No. SU. 7974 38

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
155555	LAING	O/L.	8.5.88	Ref
39951	"	RES. DEV.	22.1.93	Ref
40723	"	DET. HOUSE & GARAGE	4.12.93	C/A&A
42897	"	"	4.11.94	C/A
98/67025/F	Mr. J. Wallace	S/St R - from Conservatory	24.3.98	C/A

MINISTRY DECISION 155555 - APPEAL ALLOWED - 2.12.88

SPECIAL ORDERS 40723 - PD RIGHTS REMOVED

PD Enq. - S/St R Ref - Conservatory - 20.1.98

Environmental Services

For office use only.
Application number: 13.FEB.2002 5908

5908

Householder planning application form

Please answer all questions in CAPITAL letters.
If any question does not apply to you, put N/A in the space.
Please send six copies of the filled in form and your plans to the address on the front of the folder.
We provide guidance notes to help you fill in the form. If you have any questions, please call Planning Support on 0118 974 6428 or 0118 974 6429.

WOKINGHAM UNITARY
Aiming for Excellence

1	Your name Address and postcode Phone number	MR & MRS J. WALLACE 3 SAUNDERS CLOSE, TWYFORD, NR READING, BERKS RG10 0XT. 0118 932 1631
2	Agent's Name Address and postcode Phone number	THE LOFT CONVERSION COMPANY (RDG) 60 GRASMERE AVE., TILEHURST, READING, BERKS RG30 6XX. 01189453469
3	Site We need you to send in six copies of the 1:2500 scale location plan and six copies of the 1:500 scale block plan, with the site outlined in red. You can buy these maps from the Environmental Services reception or order them by phoning 0118 974 6485.	3 SAUNDERS CLOSE, TWYFORD NR READING, RG10 0XT
4	Give brief details of the proposal for example, two storey side extension. About the application	LOFT CONVERTION WITH VELUX ROOF WINDOWS.
5	Are there any trees on the site? If Yes, please show their positions, spread and species of the trees on the plans. Say which trees you plan to cut down.	Yes ☐ No ☑
6	Please list the external materials you will use for example, red brick to match any existing bricks and dark stained timber.	NO CHANGE TO EXISTING.
7	Will the proposal change the pedestrian or vehicle access to the site? Please show details of the existing access and any proposed changes on the plans.	Yes ☐ No ☑
8	Will the car parking provision at the site be changed? If Yes, please show details of any changes on the plans.	Yes ☐ No ☑

Crystal Mark
Clarity approved by

Please turn over

9	How many bedrooms does the property have?	Existing: 3	Proposed: 3
10	Does a public right of way touch the site? If yes, please show the route and any proposed alternative on the plans.	Yes ☐	No ☑
11	Checklist. Please make sure that you enclose the following.		
a	Six copies of this form signed and dated.		
b	The fee (We have attached a current scale of fees). If you do not have to pay a fee, please say why below.	→ Not required because of the previous removal of Permitted Development rights.	
c	Six copies of each set of plans and drawings listed below.		
	• 1:2500 scale location plan with the site outlined in red.		
	• 1:500 scale site layout plan.		
	• 1:100 or 1:200 scale floor plans and elevations.		

12 Certificate of ownership (Section 66 Town & Country Planning Act 1990)
Please delete either certificate A or certificate B. If neither apply, you must fill in a full certificate which you can get from Environmental Services.

(Owner means a person with a freehold interest, or someone who is a leasehold tenant with at least seven years left on their agreement)

Certificate A

I certify that

- At the beginning of the period of 21 days ending with the date of the application nobody, except the applicant, owned any part of the land which the application relates to.
- None of the land forms part of an agricultural holding.

Certificate B

I certify that

- I or the applicant has given the necessary notice to everyone else who (at the beginning of the period of 21 days ending with the date of the application) owned any part of the land which the application relates to as listed below.

Owner's name	Address at which the notice was served	Date on which the notice was served

None of the land forms part of an agricultural holding.

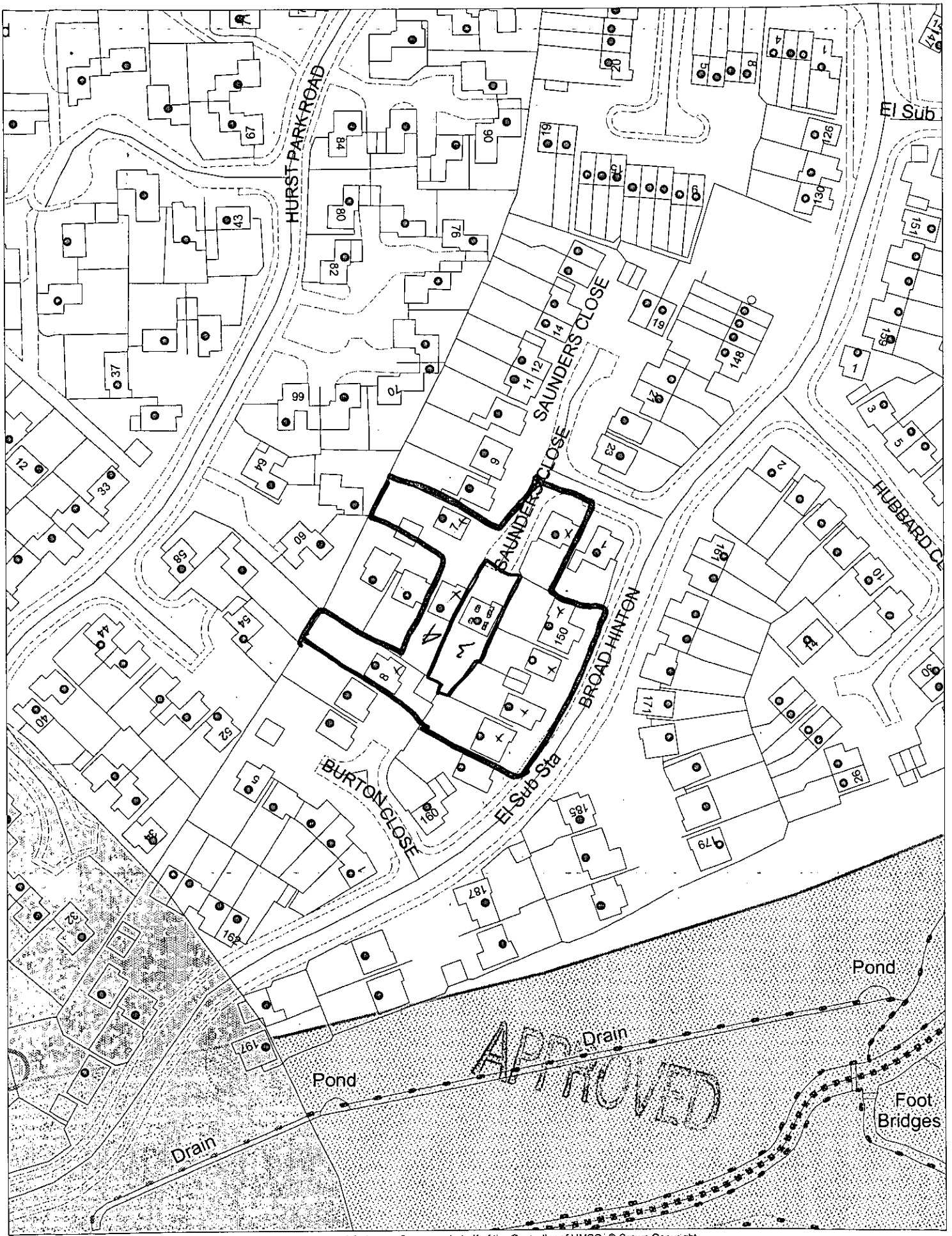
Your signature: [signature] OF THE LOFT CONVERSION COMPANY (RDG)

on behalf of MR & MRS J. WALLACE.

Date 7-2-02

Please tick this box if you or your husband, wife or partner are employed by Wokingham District Council ☐

13.FEB.2002 5938



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Development Control Section, Environmental Services, Wokingham District Council.

19 February 2002

Scale: 1 : 1250

N
W E
S