

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261375
Site Address:	14 Booth Drive, Finchampstead, Wokingham, RG40 4HL
Expiry Date:	4 August 2026
Site Visit Date:	22 June 2026
Proposal: Householder application for the proposed garage conversion forming living accommodation and changes to fenestration.	

PLANNING POLICY	
National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP2 – Inclusive Communities CP3 – General Principles for Development CP6 – Managing Travel Demand CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking TB21 – Landscape Character
Wokingham Borough Local Plan	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy DH1 – Place making and quality design DH2 – Safeguarding amenity

Update (LPU)	
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY		
Application No.	Description	Decision & Date
182747	Application for a certificate of lawfulness for the proposed erection of single storey rear extension, following the demolition of existing conservatory, plus installation of 3no. new rooflights.	APP - 07 November 2018
042627	Application for a certificate of proposed lawful development for the erection of a conservatory.	APP - 29 June 2004

CONSULTATION RESPONSES	
Internal	
WBC Highways: No Objection.	
External	
No comments received	

REPRESENTATIONS	
Parish/Town Council	Finchampstead Parish Council: No Objection.
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description:

14 Booth Drive is located in Finchampstead North, which is a Modest Development Location. The property occupies an edge position within a residential cul-de-sac.

The property is detached, featuring a complex, pitched roofscape with steeply sloping roof planes. The front roof slope contains 2no. roof dormers alongside a projecting two-storey front-facing gable. At the rear, the property features a single-storey extension.

The property features an integral garage with 1no. vehicle capacity and a large front driveway with capacity for 4no. further vehicles.

No.14 is finished in red brickwork and a dark-brown tiled roof. The fenestrations are framed in black UPVc and are double-glazed. There is a large rear amenity space which is densely vegetated with mature trees on the site's boundary.

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.

Design / Character of the Area:

The street is characterised by a quiet cul-de-sac comprising predominantly two-storey, detached, and well-spaced dwellings of a similar age and scale. The architecture of these properties is moderately varied, with examples of differing design features within the immediate vicinity. For instance, the neighbouring property to the north incorporates a simple gabled roof form and a detached garage rather than an integral garage. It also differs in its use of external materials, featuring beige/light-brown brickwork and light grey roof tiles. There are also multiple examples of dwellings identical in design to the application property, including nearby No. 18. Properties throughout the street are generally set back from the public highway and benefit from moderately sized driveways together with either integral or detached garages.

Nearby properties have had a variety of alterations over time, including a single-storey side and rear extension at No.18, dormer extensions at No.12, and a garage conversion at No.24. These developments demonstrate that the street has evolved from its original form and exhibits a degree of variation in design and appearance. In particular, the approved garage conversion at No.24 indicates that the loss of a garage and associated alterations to the front elevation are not uncharacteristic of the area and can be accommodated without harm to the street scene.

Garage Conversion

The proposed garage conversion would not significantly harm the character of the area and would comply with Policy CP1 and CP3 of the Core Strategy. This is because the development is proposed internally with some minor changes to fenestration. The development replaces the existing front-facing garage door with 2no. windows (1.65m x 1.50m). There is also the removal of one side door, replaced with a small window. These changes are not considered to harm the street scene as they are not visible from the public highway. Overall, the fenestrations are coherent with the dimensions and scaling of the property and the existing windows. Also, the proposed materials for the development match the brickwork wall and the UPVc windows of the existing dwelling.

Neighbouring Amenity

The garage conversion would similarly not cause overlooking, overbearing or loss of light given its internal and single-storey nature and the absence of proposed side-facing windows directly onto a neighbouring property. There is 1no. side-facing window, however, this is at single-storey level and faces the host dwelling's boundary wall. Therefore, these would not result in any overlooking or loss of privacy. Overall, there is no significant impact to the neighbouring amenity, and it therefore accords with the aims of Policy CP3.

Highway Access and Parking Provision:

Policy CC07 of the MDD states that planning permission will only be granted where a proposed parking provision meets standards and that the development retains an appropriate overall level of off-street parking. Although 1no. spaces are lost due to the garage conversion, the dwelling retains 4no. spaces on the front driveway. Appendix 2 of the MDD Local Plan states that 4no. spaces provide an appropriate level of off-street parking for a dwelling of this size. Therefore, this proposal meets Policy CC07 of the MDD.

Conclusion: Taking all the above into consideration, the development is deemed acceptable in relation to policy and therefore recommended for approval.

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.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approve
Date:	27 July 2026
Earliest date for decision:	1 July 2026

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	28.07.2026