

**Date:** 7 March 2025  
**Application:** 250532



**WOKINGHAM  
BOROUGH COUNCIL**

WBC Highways

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Development Management &  
Compliance

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Shute End, Wokingham

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Berkshire, RG40 1BN

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Dear WBC Highways,

**Householder Consultation**

**Application Number:** 250532

**Applicant:** Mr & Mrs Lee

**Site Address:** 116 Hilmanton, Earley, Wokingham, RG6 4HJ

**Parish:** Earley

**Grid Reference:** Easting - 473627, Northing - 169966

**Type of Development:** Other Householder

**Proposal:** Householder application for the proposed single storey rear extension, to include 4 no. roof lights, along with a two storey extension to the existing garage to create habitable accommodation with 1 no. dormer, along with a full garage conversion. Followed by changes to fenestration and the demolition of the existing conservatory.

**Case Officer:** James Fuller

Development Management has received the above application and we require your comments on the proposal using the recommended memorandum below. The documents associated with this are available to view in NEC DM using the application number 250532. Alternatively, public documents are available to view on the Council's planning application search page: [Wokingham Borough Council Online Planning](#).

Please index your response into NEC DM against the application. If you are recommending conditions, you should give a reason with reference to relevant policies. A list of standard conditions can be found on the Z Drive at: [Z:\Standard Planning Conditions](#).

Your observations are required in respect of this application within **10 working days** of the above date or **15 working days** if the development type is classed as a major development.

Yours sincerely,  
Development Management & Compliance



# MEMORANDUM

|                             |                                                                                                                                                                                                                                                                                                                                              |                |        |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------|
| <b>From:</b>                | AC                                                                                                                                                                                                                                                                                                                                           |                |        |
| <b>Service</b>              | WBC Highways                                                                                                                                                                                                                                                                                                                                 | <b>App No:</b> | 250532 |
| <b>Address:</b>             | 116 Hilmanton, Earley, Wokingham, RG6 4HJ.                                                                                                                                                                                                                                                                                                   |                |        |
| <b>Proposal:</b>            | Householder application for the proposed single storey rear extension, to include 4 no. roof lights, along with a two storey extension to the existing garage to create habitable accommodation with 1 no. dormer, along with a full garage conversion. Followed by changes to fenestration and the demolition of the existing conservatory. |                |        |
| <b>Type of Development:</b> | Other Householder                                                                                                                                                                                                                                                                                                                            |                |        |
| <b>Site Visit Made:</b>     | Yes/No                                                                                                                                                                                                                                                                                                                                       |                |        |

## Summary Of Recommendations

- ☐ No comment
- ☐ No objection
- ☐ No objection subject to conditions (and reasons) **stated below**
- ☒ Request further information before determination as **stated below**
- ☐ Objection due to the reason(s) **stated below**

## Comments On Proposal

The proposal will result in additional habitable rooms. Please confirm that the proposed outbuilding will be considered as ancillary accommodation to the main dwelling.

The garage is to be removed. On the basis that the outbuilding will be ancillary, three driveway parking spaces are required to meet WBC parking standards. Although the submitted drawing indicates three spaces, this includes provision of a new access to the north of the application site. The provision of a second access would be contrary to Traffic Management guidance and unlikely to be approved. Therefore, Highways DC request a revised drawing which removes the proposed access and instead provides three parking spaces (dimensions of 5.0m x 2.5m) which utilises the existing dropped crossing. This appears to be possible on the existing area of driveway.

Should the applicant wish to pursue a second access/driveway, then they will need to liaise with WBC Traffic Management outside of the planning process.

|              |         |                |    |
|--------------|---------|----------------|----|
| <b>Date:</b> | 11/3/25 | <b>Signed:</b> | AC |
|--------------|---------|----------------|----|