

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	251106
Site Address:	6 Villiers Close, Wokingham, RG41 4EP
Expiry Date:	18 July 2025
Site Visit Date:	29 May 2025
Proposal: Householder application for the proposed loft conversion to create habitable space with changes to fenestration.	

PLANNING CONSTRAINTS/STATUS

Water Utility Consultation Zones
Contaminated Land Consultation Zone
Scale and Location of Development Proposals – Major Development Location
Great Crested Newt Consultation Zone
Nuclear Consultation Zone
Landscape Character Assessment Area
SSSI Impact Risk Zones
Thames Basin Heaths SPA Mitigation Zones

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
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC04 – Sustainable Design and Construction CC07 – Parking
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY- No relevant planning history

CONSULTATION RESPONSES

Internal

WBC Highways: No objection subject to conditions

External

None consulted

REPRESENTATIONS

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

APPRAISAL

Site Description:

Two storey detached dwelling.

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:

The proposed loft conversion to additional habitable accommodation would only involve internal modifications. Furthermore, within close proximity of the site, there are previously approved examples of loft conversion including: 5 Cammell Close: 220296 & 211657.

The proposal includes adding 4 rooflights on the front elevation and 2 rooflights to the rear. Whilst the addition of rooflights to the front elevation would alter the street scene, such additions would be minor and not considered to harm the street scene. Furthermore, within close proximity of the site, 5 Cammell Close has 6 rooflights on the front elevation.

The addition of 2 rooflights to the rear would not harm the street scene given it would not be visible from the public realm. Furthermore, there are examples of rooflights to the rear along Villiers Close including no.1.

Neighbouring Amenity:

The separation distance from the front of 6 Villers Close and to the front of 5 Villers Close is approx. 15.05m, which complies with the separation distance set out in the BDG.

The minimum back-to-back separation distance is 26m, however the separation distance of the back of 6 Villers Close and back of 11 & 15 Villers Close is less than 26m, which does not comply with the BDG. Given the inadequate separation

distances for low level velux windows on loft conversion, there would be overlooking impacts upon neighbours if the original plans were approved.

However, revised plans have been with the rear velux windows 1.7m above first floor level and non-openable, therefore there are no overlooking concerns to neighbours.

Highway Access and Parking Provision:

The site is noted as Plot 28 under planning approval 143281, which has two driveway parking spaces and a single garage of dimensions 6.1m x 3m. The applicant proposes to increase the numbers of habitable rooms from 8 to 10. The existing two driveway parking spaces and garage are retained.

According to the WBC Car Parking Standards, the development of such scale in Urban location will require three parking within the red line boundary. Each parking space shall have minimum dimensions of 5.0m x 2.5m.

The retainment of existing driveway parking and garage will meet the council's parking requirements, which is acceptable.

No negative impacts on abilities for cycle storage are expected, which is acceptable.

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, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief. 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:	Yes
Recommendation:	Approve
Date:	17 July 2025
Earliest date for decision:	31 May 2025

Recommendation agreed by: (Authorised Officer)	
Date:	17/07/25