

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252783
Site Address:	64 Butts Hill Road, Woodley, Wokingham, RG5 4NP
Expiry Date:	7 January 2026
Site Visit Date:	20 November 2025
Proposal: Householder application for the proposed erection of single-storey front and first floor rear extension with pitched roof, loft conversion forming habitable space with rear dormer and Juliet balcony, insertion of 3 no. front roof lights and 1no. rear rooflight and changes to fenestration.	

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 Woodley Design Statement

PLANNING HISTORY- No relevant planning history

CONSULTATION RESPONSES

Internal

None consulted

External

None consulted

REPRESENTATIONS

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

APPRAISAL

Site Description: Two storey semi-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 Borough Design Guide states *“porches should generally project less than 2m forward of the building line”*. The proposed front porch would project approx. 1.25m forward of the building line, thus complying with the BDG. Furthermore, the porch is considered to be modest in scale and form which does not harm the street scene.

The changes to the existing flat roof single story extension proposed are altering the rear windows and double doors to a bi-folding door. Given it would be located at the rear it wouldn't be visible from public locations. Hence, the proposal would not have an adverse impact on the character of the host property or surrounding area.

The pitched first floor rear extension would be approx. 1.75m in depth and be above the proposed single storey rear extension. The extension would be set down and appear as subservient feature to the host dwelling and be of a complimentary design to the host dwelling with the roof form matching to be in keeping with the current characteristics of the dwelling. Moreover, being located at the rear it wouldn't be visible from public locations. Hence, the proposal would not have an adverse impact on the character of the host property or surrounding area.

The BDG states *“loft conversions and dormer windows should not project above the existing ridge line and dormer windows should generally be positioned within the main roof, by being set back from both eaves line and the sides of the roof”*. The proposed loft conversion and flat roof dormer window would not project above the existing ridge line and positioned within the main roof, by being set back from both eaves line and the sides of the roof, thus complying with the BDG. Due to the nature of the application site, the rear dormer would be somewhat visible when driving from along Ravensbourne Drive. Regardless, the dormer is considered to be a subservient addition which would not harm the street scene.

The coloured cladding panels and render would not look out of place nor harm the street scene given the variety of materials and styles along Butts Hill Road.

Neighbouring Amenity:

Overlooking: The front porch includes adding a window side window which would

overlook onto the front drive of no.62, thus no overlooking concern.

The ground floor bi-folding door as part of the rear ground floor extension would be screened by the existing fencing and garage, thus no overlooking concerns. Moreover they replace existing fenestration in a similar location.

The first-floor extension window would serve a bathroom which is a non habitable room and will be conditioned to be obscured glazed, thus no overlooking concerns.

The rear en-suite dormer window would also be conditioned obscured glazed, thus no overlooking concerns.

Most rear gardens are overlooked at an oblique angle from the upper floor windows in the neighbouring property. This is no different with the rear dormer and it's oblique angle/view of neighbouring rear gardens. Thus, the rear dormer would not cause any significant harm with regards to neighbouring amenities. This type of overlooking is common within urban residential plots and would not warrant a reason for refusal.

The proposed Juliet balcony would not result in harmful overlooking as it does not introduce any elevated platform for external use. The level of intervisibility and outlook between properties remains comparable to a window. Therefore, such addition would not have a harmful impact upon neighbouring amenities. Furthermore, the minimum separation distance for back to flank is 15m, the separation between the rear of 64 Butts Hill Road and flank of 5 Ravensbourne Drive is over 30m, thus complying with the BDG.

Loss of Light: The front porch would project forward of the building line by approx. 1.25m. Given it's only single storey and would be set away from any neighbouring windows, no loss of light concerns.

The ground floor rear extension would not project forwards of no.66 rear building line and screened by the garage on no.62 flank, such would not result in loss of light.

The first-floor rear extension length would be approx. 1.75m to the rear of the property and would not increase beyond the highest point of the roof. Given the first-floor element would be set away from rear windows of no.62 and given the distance between no.64 and no.66, such extension would not result in harmful loss of light.

The scale of the dormer is considered appropriate to prevent any potential overshadowing so that there is no loss of natural daylight or sunlight on the immediate neighbours.

Overbearing: The overall scale and massing of the extension is proportionate to the host property and consistent with typical residential extensions in the surrounding area. It does not introduce an excessive height, depth, or bulk that would dominate neighbouring outlooks, thus not considered to be overbearing. The proposal would not appear physically overbearing or oppressive to neighbours such that it would be significantly detrimental to their amenities.

Highway Access and Parking Provision: The total number of bedrooms is

increasing from 3 to 4. WBC's adopted parking standards after development require a 4 bedroom dwelling to have 3 or more parking spaces. Plan GB/2508/B-1 shows 3 car parking spaces as well as the garage being kept, thus complying with parking standards. Therefore, no highway concerns.

Amenity Space: The garden space would be over 11m, thus complying with the BDG.

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:	5 January 2026
Earliest date for decision:	5 December 2025

Recommendation agreed by: (Authorised Officer)	
Date:	5 January 2026

PLANNING CONSTRAINTS/STATUS

Affordable Housing Thresholds | Total count: 3

#	NAME
1	Within Major Development Locations
2	Within Major Development Locations
3	Within All Development Locations

Scale and Location of Development Proposals | Total count: 1

#	FEATURE_TYPE	NAME
1	Major Development Locations	Woodley

Mineral Safeguarding Areas | Total count: 1

#	Type	SubType
1	Sharp Sand and Gravel	River Terrace deposits

Major Nuclear Sites Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	PLANNING_NOTE
1	Consultation Zone - Major Nuclear Site	AWE: 12km Zone	This is the 12km Zone. A circular zone of 12km radius around all nuclear sites, for certain types of significant development due to the potential for such developments to pose an external hazard to sites.

Aerodrome Safeguarding: Heathrow Consultation Zone | Total count: 1

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

EA Groundwater Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
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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
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SSSI Impact Risk Zones | Total count: 1

#	IRZURL
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1	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0101000322302-res=&location=479921,172819%20(IRZ%20polygon%20centre)
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Landscape Character Assessment 2019 | Total count: 1

#	FEATURE_TYPE	Name
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1	Landscape Character Assessment 2019	Woodley-Earley Settled and Farmed Clay
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Wards | Total count: 1

#	Name of area	Closest Approximate Distance
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1	Bulmershe & Coronation Ward	0 m
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Parishes | Total count: 1

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