

Date: 19 November 2025
Application: 252344



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

Minicom No: (0118) 974 6991

Dear WBC Highways,

Householder Consultation

Application Number: 252344

Applicant: Mr P Carbonaro

Site Address: 11 Retford Close, Woodley, Wokingham, RG5 4TP

Parish: Woodley

Grid Reference: Easting - 477053, Northing - 174387

Type of Development: Other Householder

Proposal: Householder application for the proposed erection of a part two- storey, part single-storey side extension, a single storey rear extension, plus alterations to fenestration and external materials.

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 252344. 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 requested from the case officer.

Your observations are required in respect of this application by **10 December 2025**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	252344
Address:	11 Retford Close, Woodley, Wokingham, RG5 4TP.		
Proposal:	Householder application for the proposed erection of a part two-storey, part single-storey side extension, a single storey rear extension, plus alterations to fenestration and external materials.		
Type of Development:	Other Householder		
Site Visit Made:	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 Highways received the revised plans of development to three dwellings and to address the Highways responses dated 10th October 2025. Additional Highways comments dated 24th November 2025 are indicated in blue.

The applicant proposes to retain the numbers of habitable rooms as 7. The proposed garage is enlarged to 6.1m x 4.5m. As the proposed garage can meet the council's requirement for car parking, there will provide an additional 0.5 parking space. The proposed driveway parking proposed within the red line reduces from 2 to 1.

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 WBC minimum sizes of a single carport/garage for parking are 6m x 3m. Each single garage bay of suitable dimensions will be counted towards 0.5 parking space.

The revised plan will result in a reduction of parking from 2 to 1.5 spaces. The applicant shall consider converting the proposed garage to a carport to fully retain the existing level of parking.

Alternatively, as the site is accessed via a shared drive off Retford Close, the applicant is expected to provide one additional alternative parking without obstructing the footway and free flow of traffic along shared drive.

The proposed garage remains suitable for cycle storage, which is acceptable.

Conditions & Reasons (if required)

Date:	24/11/2025	Signed:	JP
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