



TOWN AND COUNTRY PLANNING ACTS

TOWN AND COUNTRY PLANNING (ENGLAND) 1990

Miss Lucy Anderson
Boyer
Crowthorne House
Nine Mile Ride
Wokingham
RG40 3GZ

NOTIFICATION OF APPROVAL OF PLANNING PERMISSION

Application Number: 242252

Applicant Name: Crest Nicholson Operations Ltd & Defence Infrastructure Organisation

Site Address: Moat House, Biggs Lane, Arborfield, Wokingham RG2 9LN

Proposal: Full Planning Permission for the change of use of the Moat House building from office (Use Class E) to residential (Use Class C3) to provide 4no. residential dwellings and associated internal roads, parking, landscaping, drainage, plant, bin, and cycle storage.

Date of Decision: 21 February 2025

Wokingham Borough Council in pursuance of its powers under the above Acts and Regulations hereby **grants permission** for the above development to be carried out as stated in the application and the accompanying plans submitted to the Council subject to compliance with the following conditions, the reasons for which are specified hereunder.

Conditions and Reasons:

Timescale

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: In pursuance of s.91 of the Town and Country Planning Act 1990 (as amended by s.51 of the Planning and Compulsory Purchase Act 2004).

Approved Plans

2. This permission is in respect of the submitted application plans and drawings:

Location Plan 24-J4633- LP01

Existing Plans 24-J4633-01
Existing Elevations 24-J4633-03
Proposed Elevations 24-J4633-12
Proposed Site Plan 24-J4633-100B received on 24/01/2025.
Proposed Floor Plans 24-J4633 - 11B
Existing Plans (Proposed Works) 24-J4633 - 02A received on 29/11/2024.
3246_03_003A Fire Tender Tracking received on 08/01/2025.

The development shall be carried out in accordance with the approved details unless other minor variations are agreed in writing after the date of this permission and before implementation with the Local Planning Authority.

Reason: For the avoidance of doubt and to ensure that the development is carried out in accordance with the application form and associated details hereby approved.

Heritage Conditions

Building Recording

3. No works of stripping out, demolition or alteration work to Moat House shall be commenced until the applicant, agent or successor in title have had undertaken a historic build survey and it has been confirmed in writing by the local planning authority following receipt of written confirmation from Berkshire County Council of a copy of the finished historic building report has been deposited with its Heritage Environment Records department.

The building recording shall be undertaken in accordance with the methodology for a Level 2 recording as set out in Historic England's 'Understanding Historic Building: A Guide to Good Practice' (2016)

(<https://historicengland.org.uk/images-books/publications/understanding-historic-buildings/heag099-understanding-historic-buildings/>)

unless otherwise agreed in writing from the local planning authority has prior to undertaking the building recording exercise, agreed to a different level of recording.

A copy of the final building recording document is to be provided to the Council's Built Heritage Officer and a further copy deposited with the Berkshire County Council's Heritage Environment Records department. The condition shall only be deemed to be discharged in full once the Local Planning Authority has received written confirmation from County's Heritage Environment Records of receipt of the building recording documentation.

Reason: In order to maintain a record of the features to be altered/demolished which form part of the historic development of the site. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Detailed Drawings (Strip-out/removal works)

4. The works hereby permitted shall not commence until detailed drawings and schedules showing all those parts of the building to be removed, dismantled or stripped out [including the removal of internal features (fireplaces, skirting boards, cornices etc.), floors, and wall or ceiling surfaces] have been submitted to and

approved in writing by the local planning authority. The works shall, thereafter, be undertaken in accordance with the details as approved.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Further details required (Thermal Insulation, Noise & Fire Protection between flats)

5. Prior to the commencement of works hereby approved, the following details shall be submitted to and approved in writing by the local planning authority and shall then be implemented as so approved.

Thermal insulation measures for the walls, floors, ceilings, and roof. Details shall include:

- scaled drawings (elevation/floor plans) annotated to show where the insulation measures are to be installed, along with representative scaled cross-section drawings showing walling, flooring, ceiling, and/or roof.
- details of the means of thermal insulation to be used.

Fire protection measures between residential units and communal areas. Details shall include:

- scaled drawings (elevation/floor plans) annotated to where within the building the fire protection measures are to be implemented between residential units and with communal shared spaces where fire protection is to be installed.
- scaled cross-section drawings that show the fire protection measures in relation to walling, and between floors.
- details of the means of the fire protection measures to be used roof.

Noise insulation measures between walling and floors level of adjoining residential units. Details shall include:

- scaled drawings (elevation/floor plans) annotated to where within the building noise reduction measures are to be implemented between residential units, and if requires with communal shared,
- scaled cross-section drawings that show the noise protection measures in relation to walling, and between floors,
- details of the means of the noise proofing measures to be used.

Works to have installed thermal insulation fire protection and noise proofing measures are to be undertaken in accordance with the details as approved.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Secondary Glazing Details

6. Notwithstanding the details submitted, no works hereby approved is to be undertaken to have installed secondary glass measures to the existing windows until full details of the secondary glazing measures have been submitted to and approved in writing by the local planning authority. Details are to include scaled drawings of the secondary glazing units, including cross-sections, shown in context with the existing windows, of the secondary glazing measures. Confirmation of the frame material and colour to the secondary glazing units along with means by which the units would be fixed in place. Works to install the secondary glazing measures is to be undertaken in accordance with the details as approved.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Redundant external pipework, cabling and fittings

7. Notwithstanding the details submitted, all redundant wiring, pipework and/or non-historic fixtures affixed to the external elevation of Moat House are to be removed and surfaces repaired and made good to match that of the surrounding fabric.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Extraction vents, gas flues, external pipework and/or ducting

8. Notwithstanding the details submitted, no gas flues, extraction vents, overfall pipes and/or pipework, wiring (for power, and/or telecommunications, including CCTV cameras), services ducting and or light fittings shall be added to the external elevations other than those shown on the plans as approved, unless otherwise agreed in writing by the local planning authority prior to works being undertaken.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Utility Meter Boxes (gas, electricity, water) and Broadband boxes

9. Notwithstanding the details submitted utility meter boxes or those for broadband services shall not be installed on the exterior walling of Moat House or be site immediately adjacent, unless otherwise agreed in writing by the local planning authority prior to works to install the utility boxes being undertaken.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16

(Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Entrance hall, main staircase and first floor landing

10. Notwithstanding the details submitted there are to be no alterations (including painting the woodwork, cutting holes into the panelling to insert switch/plug sockets/sensors etc) made to the historic entrance hallway (including front door glazed partition, doors and panelling) or to the main staircase (and wall panelling) and first floor panelling and balustrade at the top of the main stairs, unless otherwise agreed in writing by the local planning authority prior to undertaking those alterations

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Original room doors and door surrounds

11. Notwithstanding the details submitted, no works shall be undertaken to remove those doors and/or block off doorways to the rooms off the existing axial ground and first floor corridor until details as to how the doorway are to be closed off and/or removed have been submitted and approved in writing by the local planning authority. With those original room doors that are to be removed rather than sealed shut details of where they are to be re-used in the building need to be provided. Works to alter the existing room doorway to the ground and first floor of the existing axial corridor shall then be undertaken in accordance with the details as approved.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Joinery Details (windows/doors)

12. Notwithstanding the details submitted, no works shall take place to replace and/or install windows, exterior door(s) and the internal doors to the ground and first-floor room, until such time as full joinery details have been submitted to and approved in writing by the local planning authority. Details are to include:

- Proposed floor and/or elevations drawings at 1:50 or 1:100 scale, annotated to/ and crossed reference to the joinery details for each form of window and door.
- 1:10 or 1:20 scaled drawings for each design of the replacement new window(s)/exterior door(s)/internal room doors roof-lights, along with vertical and horizontal cross-section

- Profile drawings at 1:1 or 1:2 scale of the glazing bar and frame moulding details.
- Profile drawings at 1:1 or 1:2 scale for door frames/surrounds and thresholds.
- Material for new windows frames and doors to be stated.
- Details as to means of securing the glazing i.e., (linseed oil) putty or with beading.
- External finishes to the exterior doors, and window frames to be stated.

Installation of replacement and/or new window(s)/external door(s)/internal door(s) is to then be undertaken in accordance with the details as approved.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Matching Finishes and External Brickwork

13. All new works and works of making good to the retained fabric, whether internal or external, shall be finished to match the adjacent work with regard to the methods used and to material, colour, texture and profile. This includes areas of external brickwork which will be carried out in accordance with the approved plans and shall match the existing brickwork in colour, size, mortar, pointing, and bonding detail.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Repointing Sample Panel

14. No re-pointing of the external brickwork shall be carried out until a discreet sample area showing the proposed mortar composition and colour and method of pointing has been prepared on-site and approved in writing by the local planning authority. The works shall thereafter be undertaken in accordance with the details so approved.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Basement fire escape and lightwell

15. Notwithstanding the details submitted, no works are to be undertaken to the basement to enlarge the window opening and form the access/light well it for it until details of the size and form of the lightwell to the basement has been submitted to and approved in writing by the local planning authority. Details to

include the dimensions and cross-sectional form of the light well, any fire-escape measures to climb out, as well details to confirm the height and form of any upstand surrounding it and/or safety measures to it. Additional details are to confirm the materials and external finishes for the access/light well. Works to basement and the access/light well shall then be undertaken in accordance with the details as approved.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Retention of masonry wall, nib detail where internal masonry walls to be removed and/or where new door openings to be formed between rooms.

16. Notwithstanding the details submitted, where internal walls to be removed and/or new door openings to be formed under this hereby approved scheme, masonry nibs are to be retained, including in the case of new door openings to be formed beside a room fireplace build-out, a small section of the dividing masonry room wall be retained as a 'nib' along with a matching masonry wall nib where the walling dividing the former rooms bisects with the walling of the corridor/hall, unless otherwise agreed in writing by the local planning authority prior to changes being made to the walling.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Entrance intercom/ entry system

17. Notwithstanding the details submitted no works to have installed an entrance intercom/entry system to the entrance of the building until details of the system to be used and the location it would be installed in have been submitted to and approved in writing by the local planning authority. Works to install the main entrance intercom/entry system shall then be undertaken in accordance with the details as approved.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan policy TB24.

Highways Conditions

Highway Construction Details

18. Prior to the commencement of development, full details of the construction of footways, including levels, widths, construction materials and depths of

construction, shall be submitted to and approved in writing by the local planning authority. The footways shall be constructed in accordance with the approved details to road base level before the development is occupied and the final wearing course will be provided within 3 months of occupation, unless otherwise agreed in writing by the local planning authority.

Reason: To ensure that roads and footpaths are constructed to a standard that would be suitable for adoption as publicly maintainable highway, in the interests of providing a functional, accessible and safe development. Relevant policy: Core Strategy policies CP3 & CP6

Parking and Turning (as approved)

19. No part of the development hereby permitted shall be occupied or used until the vehicle parking and turning space has been provided in accordance with the approved plans. The vehicle parking and turning space shall be retained and maintained in accordance with the approved details and the parking space shall remain available for the parking of vehicles at all times and the turning space shall not be used for any other purpose other than vehicle turning.

Reason: To provide adequate off-street vehicle parking and turning space and to allow vehicles to enter and leave the site in a forward gear in the interests of road safety and convenience and providing a functional, accessible and safe development and in the interests of amenity. Relevant policy: Core Strategy policies CP3 & CP6 and Managing Development Delivery Local Plan policy CC07.

Cycle Parking

20. Prior to the occupation of the development hereby permitted details of secure and covered bicycle storage/ parking facilities for 6no. cycle spaces shall be submitted to and approved in writing by the local planning authority. The cycle storage/ parking shall be implemented in accordance with such details as may be approved before occupation of the development hereby permitted and shall be permanently retained in the approved form for the parking of bicycles and used for no other purpose.

Reason: In order to ensure that secure weather-proof bicycle parking facilities are provided so as to encourage the use of sustainable modes of travel. Relevant policy: NPPF Section 9 (Sustainable Transport) and Core Strategy policies CP1, CP3 & CP6 and Managing Development Delivery Local Plan policy CC07.

Bin Store

21. No building shall be occupied until details of bin storage area/ facilities have been submitted to and approved in writing by the local planning authority. The bin storage area and facilities shall be permanently so retained and used for no purpose other than the temporary storage of refuse and recyclable materials.

Reason: In the interests of visual and neighbouring amenities and functional development. Relevant policy: Core Strategy CP3 and Managing Development

Landscape Conditions

Boundary Treatment

22. Before the development hereby permitted is commenced details of all boundary treatment(s) shall first be submitted to and approved in writing by the local planning authority. The approved scheme shall be implemented prior to the first occupation of the development or phased as agreed in writing by the local planning authority. The scheme shall be maintained in the approved form for so long as the development remains on the site.

Reason: In the interests of amenity and highway safety. Relevant policy: Core Strategy policies CP1, CP3 and CP6.

Landscape Scheme

23. Prior to the commencement of the development, full details of both hard and soft landscape proposals shall be submitted to and approved in writing by the local planning authority. These details shall include, as appropriate, proposed finished floor levels or contours, means of enclosure, car parking layouts, other vehicle and pedestrian access and circulation areas, hard surfacing materials and minor artefacts and structure (e.g. furniture, play equipment, refuse or other storage units, signs, lighting, external services, etc).

Soft landscaping details shall include planting plan, specification (including cultivation and other operations associated with plant and grass establishment), schedules of plants, noting species, planting sizes and proposed numbers/densities where appropriate, and implementation timetable.

All hard and soft landscape works shall be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a timetable approved in writing by the local planning authority. Any trees or plants which, within a period of five years after planting, are removed, die or become seriously damaged or defective, shall be replaced in the next planting season with others of species, size and number as originally approved and permanently retained.

Reason: In the interests of visual amenity. Relevant policy: Core Strategy policy CP3 and Managing Development Delivery Local Plan policies CC03 and TB21.

Retention of existing trees/shrubs/hedges

24. No trees, shrubs or hedges within the site which are shown as being retained on the approved plans shall be felled, uprooted wilfully damaged or destroyed, cut back in any way or removed without previous written consent of the local planning authority; any trees, shrubs or hedges removed without consent or dying or being severely damaged or becoming seriously diseased within 5 years from the completion of the development hereby permitted shall be replaced with trees,

shrubs or hedge plants of similar size and species unless the local planning authority gives written consent to any variation.

Reason: To secure the protection throughout the time that development is being carried out, of trees, shrubs and hedges growing within the site which are of amenity value to the area. Relevant policy: Core Strategy policy CP3 and Managing Development Delivery Local Plan policies CC03 and TB21 .

25. Protection of existing trees

- a) No development or other operation shall commence on site until an updated Arboricultural Method Statement and Scheme of Works which provides for the retention and protection of trees, shrubs and hedges growing on or adjacent to the site in accordance with BS5837: 2012 has been submitted to and approved in writing by the local planning authority. No development or other operations shall take place except in complete accordance with the details as so-approved (hereinafter referred to as the Approved Scheme).
- b) No operations shall commence on site in connection with development hereby approved (including any tree felling, tree pruning, demolition works, soil moving, temporary access construction and or widening or any other operation involving use of motorised vehicles or construction machinery) until the tree protection works required by the Approved Scheme are in place on site.
- c) No excavations for services, storage of materials or machinery, parking of vehicles, deposit or excavation of soil or rubble, lighting of fires or disposal of liquids shall take place within an area designated as being fenced off or otherwise protected in the Approved Scheme.
- d) The fencing or other works which are part of the Approved Scheme shall not be moved or removed, temporarily or otherwise, until all works including external works have been completed and all equipment, machinery and surplus materials removed from the site, unless the prior approval in writing of the local planning authority has first been sought and obtained.

Reason: To secure the protection throughout the time that the development is being carried out of trees shrubs or hedges growing within or adjacent to the site which are of amenity value to the area, and to allow for verification by the local planning authority that the necessary measures are in place before development and other works commence Relevant policy: Core Strategy policy CP3 and Managing Development Delivery Local Plan policies CC03 and TB21.

Ecology Conditions

Bats

26. Prior to commencement a detailed bat mitigation strategy for the site, in line with the submitted overarching Arborfield Garrison – Bat Mitigation Strategy (AECOM Environment, Sept 2014), with measures to maintain the dark corridors and provide enhanced roost availability, shall be submitted for approval. The approved mitigation, contingency and enhancement measures shall thereafter be implemented in full.

Reason: To maintain the favourable conservation status of a protected species as per the ODPM circular and local plan policies CP7 and TB23.

CEMP: Biodiversity (Construction Environment Management Plan)

27. No development shall take place (including demolition, ground works, vegetation clearance) until a construction environmental management plan (CEMP: Biodiversity) has been submitted to and approved in writing by the local planning authority. The CEMP (Biodiversity) shall include the following:

- a) Risk assessment of potentially damaging construction activities.
- b) Identification of biodiversity protection zones.
- c) Practical measures (both physical measures and sensitive working practices) to avoid or reduce impacts during construction (may be provided as a set of method statements).
- d) The location and timing of sensitive works to avoid harm to biodiversity features.
- e) The times during construction when specialist ecologists need to be present on site to oversee works.
- f) Responsible persons and lines of communication.
- g) The role and responsibilities on site of an ecological clerk of works (ECoW) or similarly competent person.
- h) Use of protective fences, exclusion barriers and warning signs.

The approved CEMP shall be adhered to and implemented throughout the construction period strictly in accordance with the approved details, unless otherwise agreed in writing by the local planning authority.

Reason: To secure appropriate mitigation measures for protected species and species of principal importance during construction, as appropriate under section 15 of the NPPF and local plan policies CP7 and TB23.

Landscape Environmental Management Plan (LEMP)

28. A landscape and ecological management plan (LEMP) shall be submitted to, and be approved in writing by, the local planning authority prior to commencement of above ground works of the development. The content of the LEMP shall include the following:

- a) Description and evaluation of features to be managed.
- b) Ecological trends and constraints on site that might influence management.
- c) Aims and objectives of management – to include delivery and maintenance of biodiversity net gain on-site, buffering of the adjacent ancient woodland, and delivery and maintenance of species enhancements on site.
- d) Appropriate management options for achieving aims and objectives.

- e) Prescriptions for management actions.
- f) Preparation of a work schedule (including an annual work plan capable of being rolled forward over a five-year period).
- g) Details of the body or organization responsible for implementation of the plan.
- h) Ongoing monitoring and remedial measures.

The LEMP shall also include details of the legal and funding mechanism(s) by which the long-term implementation of the plan will be secured by the developer with the management body(ies) responsible for its delivery. The plan shall also set out (where the results from monitoring show that conservation aims and objectives of the LEMP are not being met) how contingencies and/or remedial action will be identified, agreed, and implemented so that the development still delivers the fully functioning biodiversity objectives of the originally approved scheme. The approved plan will be implemented in accordance with the approved details.

Reason: To secure biodiversity net gain and appropriate landscape management in proximity to the ancient woodland in line with section 15 of the NPPF and local plan policies CP7 and TB23.

Informatives:

1. Please note that if the works carried out depart from the scope of this planning permission and a retrospective application under Section 73A is subsequently required, there may be CIL liability implications. The scope of any retrospective planning application will cover the chargeable development for the purposes of CIL, this will include past works that are unauthorised and any additional future works included within the planning permission. If the total floorspace of these works is over 100sqm, they will be liable to pay CIL. In such cases, no CIL exemption can be claimed, and payment will become due immediately as development for which planning permission is granted under a subsequent Section 73A or Section 177(1) application must be treated as commencing on the day any such planning permission is granted. Any demolished floorspace will not be able to be considered for offsetting if the relevant building is not on the land on the day that the permission is granted.
2. The development accords with the policies contained within the adopted / development plan and there are no material considerations that warrant a different decision being taken.
3. The Head of Highways at the Council Offices, Shute End, Wokingham [0118 9746000] should be contacted for the approval of the access construction details before any work is carried out within the highway (including verges and footways). This planning permission does NOT authorise the construction of such an access or works.
4. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development as set out in the NPPF.

Signed

MHead

Marcia Head

Head of Development Management - Place & Growth

Date: 21 February 2025

PLEASE READ THE NOTES ISSUED WITH THIS DECISION NOTICE BELOW



**WOKINGHAM
BOROUGH COUNCIL**

TOWN AND COUNTRY PLANNING ACTS TOWN AND COUNTRY PLANNING (ENGLAND) 1990

Other statutory legislation: This decision notice relates to the above stated acts and regulations only and does not constitute approval under any other legislation.

The Town & Country Planning (Development Management Procedure) Order: This decision has been made in accordance with the requirements of the National Planning Policy Framework (NPPF) and in the requirement to work with the applicant in a positive and proactive manner.

Officer Report: An officer report explaining the decision will be available to view online.

Purchase notices: If either the local planning authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that the owner can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted. In these circumstances, the owner may serve a purchase notice on the Council which will require the Council to purchase the owner's interest in the land in accordance with the provisions of Chapter I of Part VI of the Town and Country Planning Act 1990.

Appeals to the Secretary of State: If your application has been **refused** by the Borough Council or **granted subject to conditions** that you are not happy with, you have the right to appeal to the Planning Inspectorate (under Section 78 of the Town and Country Planning Act 1990). This must be within the timeframes set out below. Please note an extension of time for lodging an appeal is unlikely to be granted except in special circumstances.

12 weeks from the decision date above in the case of a refusal of a 'householder' application:

Being the refusal of an application for planning permission to alter or extend a house, or for works within the curtilage of a house; or, Being the refusal to approve details submitted as required by a condition imposed on a permission granted for a householder application.

12 weeks from the decision date above in the case of a refusal of a 'minor commercial' application:

Being the refusal of an application for development of an existing building or part of a building currently in use for purposes in Use Classes A1, A2, A3, A4 and A5

where the proposal does not include a change of use, a change to the number of units, development that is not wholly at ground floor level and/or does not increase the gross internal area of the building.

6 months from the decision date above in the case of all other appeals made under s78(1) or s20 of the above Acts relating to a decision on a planning application or listed building/conservation area consent application.

6 months from the decision date above in the case of any appeal made under s78 (2) of the Act in respect of a failure to give a decision within the statutory period.

The Planning Inspectorate is an Executive Agency reporting to the Secretary of State for Communities and Local Government. The Inspectorate has an online appeals service with information and guidance about the process. You can submit [full application appeals](#) and [householder application appeals](#) with the new appeals service. [Other application types](#) should be submitted on the current appeal service. Alternatively, you can obtain a form from the Planning Inspectorate at Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN, 0303 444 5000 or through the [Inspectorate's website](#). Please note all documents will be published online by the Planning Inspectorate and therefore you should not include personal information you do not wish to be displayed in this way. This includes personal information of third parties.

In the event of a grant of planning permission, please note the following:

Community Infrastructure Levy (CIL): When planning permission is granted for a development that is CIL the Council will issue a liability notice as soon as practicable after the day on which the planning permission first permits development. Completing 'Form 2', the assumption of liability notice, is a statutory requirement for the liable party(ies) to be completed for all CIL liable applications. Advice on how the Regulations may impact you and how you can properly discharge the relevant legal requirements including paying any relevant CIL charge that may be due is available on our [Community Infrastructure Levy advice \(wokingham.gov.uk\)](#) website pages.

Discharge of Conditions: This consent may contain conditions that require further approval by submission of an application for approval of details reserved by condition and the appropriate fee. Application forms can be obtained for this purpose by visiting the [Planning Portal](#).

Street Naming and Numbering for new dwellings: If this notice relates to approval of new dwellings, please ensure that you contact the Council at least 16 weeks before the commencement on site to arrange for an address and post code to be allocated. Details can be obtained from streetnamingandnumbering@wokingham.gov.uk. Failure to contact the street naming and numbering department at least 16 weeks before commencement on site will result in the addressing and post code for the development being delayed.

Access to privately owned land: The applicant is reminded that this permission does not give right of entry to land not in the ownership of the applicant. Permission must be sought from any other landowner(s) if access is required.

Gas Mains and Services: Building over a gas main or service that is located within your site could cause damage to pipework or potential gas leaks within buildings. You should check for information relating to services within your site at [Home - LinesearchbeforeUdig \(lsbud.co.uk\)](http://Home-LinesearchbeforeUdig.lsbud.co.uk) and contact the Plant Protection Team at SGN on 0800 912 1722 or plantlocation@sgn.co.uk.

Building Regulations: The development subject to this permission may also require Building Regulation approval to ensure it is built to national safety, design, and environmental standards. The Council's Local Authority Building Control (LABC) service offers a full range of plan approval, inspection, and associated services through an ISO9001 nationally accredited team of qualified building surveyors. These surveyors work closely with the Council's planning department to ensure the appropriate construction of your build. To find out more visit the Council's [Building Control website](#) or call 0300 790 0580 to speak to a member of the team.

Fire Regulations: In accordance with the Berkshire Act 1986, when Building Regulation applications are submitted for building(s) or extensions, the Local Authority will reject the plans unless, after consultation with the fire authority, they are satisfied that the plans show the following:

- i) That there will be adequate means of access for the fire brigade to the building(s) or the extended building(s); and,
 - ii) That the building(s) or extension(s) will not render inadequate any existing means of access for the fire brigade to a neighbouring building.
-