

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252800
Site Address:	39 Elk Path, Three Mile Cross, Wokingham, RG7 1WE
Expiry Date:	26 January 2026
Site Visit Date:	7 January 2025
Proposal: Householder application for the proposed loft conversion featuring dormer with 3no. windows, plus the insertion of 1no. rooflight.	

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 CP7 – Biodiversity CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits TB23 – Biodiversity and Development
Other	Borough Design Guide Supplementary Planning Document

NO RELEVANT PLANNING HISTORY

CONSULTATION RESPONSES
Internal
WBC CIL – No comments WBC Ecology – No comments
External
None

REPRESENTATIONS	
Shinfield Parish Council	No comments
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL
Context: The application site is located within a residential setting of Three Mile Cross. This application seeks planning permission for the conversion of the loft at No.39 Elk Path, facilitated by the erection of a dormer extension and the installation of a singular rooflight.

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 dormer extension would incorporate a flat roof and adhere to the Borough Design Guide (BDG) by being set back from the roof edges and positioned below the ridge line of the host dwelling. Unlike most similar developments within the borough, the dormer would be located on the side elevation rather than the rear. This arrangement results from the forward-facing gable form of the main roof, which makes a rear installation impractical. Consequently, the dormer would be more visible from the adjacent footpath and wider public viewpoints. However, box-style dormers are a common design solution across the borough, and in this instance, its inclusion would not disrupt the balance of the semi-detached pair, which already exhibits differing roof forms. On balance, while the design is not the most complementary addition, it is considered acceptable within this context.

The proposed rooflight is modest in scale and would have minimal visual impact.

Overall, the scheme would have an acceptable effect on the character of the area and complies with Core Strategy policies CP1 and CP3.

Neighbouring Amenity: Due to its side-facing orientation, the proposed dormer windows would directly overlook the rear garden of No.38 and the rear-facing windows of the adjoining property, as they are positioned almost flush with the shared boundary. Given that the converted loft is intended as a habitable space, this arrangement raises significant concerns regarding privacy. While the use of obscure glazing and top-hung openings could partially mitigate the issue, such measures would not adequately prevent the perception of overlooking, owing to the proximity of the fenestration to neighbouring amenity areas. Alternative options such as high level windows may also be affected by the finished floor levels and ceiling heights within the loftspace. As such, it is considered that the proposed development would have a detrimental impact on the amenities of the neighbouring residents, forming a reason for refusal.

Further to the above, the proposed loft conversion would result in a habitable room that relies solely on obscure-glazed glazing, which would significantly restrict the level of natural daylight available to the habitable room, contrary to R18 of the BDG. As a result, the development would fail to provide a satisfactory standard of living accommodation, creating a poor-quality internal environment contrary to the National Planning Policy Framework, which seeks to secure a high standard of amenity for

future occupiers, and Policy CP3, which requires development to provide adequate levels of daylight and outlook and thus internal amenity space.

Given the separation between the dormer extension and adjacent properties, there are no concerns regarding loss of light or overbearing impacts.

Ecology: Based on internal and external inspection, the property has negligible potential for roosting bats, hence no additional surveys are required.

Conclusion: For all the above, the proposal is acceptable and the application is recommended for approval.

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:	Refuse
Date:	13 January 2026
Earliest date for decision:	22 December 2025

Recommendation agreed by: (Authorised Officer)	
Date:	15 January 2026

PLANNING CONSTRAINTS/STATUS

- *Modest Development Location of Three Mile Cross*