

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	251941
Site Address:	7 Sandstone Close, Winnersh, Wokingham, RG41 5XS
Expiry Date:	9 October 2025
Site Visit Date:	28/08/2025
Proposal: Householder application for the proposed garage conversion with insertion of a new window to the side elevation and erection of an infill wall to the front. (Part Retrospective)	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF)
Core Strategy (CS)	CP1 – Sustainable Development CP3 – General Principles for Development
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage
Joint Minerals and Waste Plan (JMWP)	DM1 - Sustainable Development DM2 - Climate Change – Mitigation and Adaptation DM10 - Flood Risk
Other	National Planning Policy Guidance (NPPG) Borough Design Guide Supplementary Planning Document CIL Guidance

NO RELEVANT PLANNING HISTORY

CONSULTATION RESPONSES

Internal

WBC Drainage – Request for further details of drainage system
WBC Highways – No Objection

External

REPRESENTATIONS

Parish/Town Council	Winnersh Parish Council raised no objections to the proposal.
Ward Member(s)	Cllr Prue Bray expressed general support of the proposal, making the following comment: <i>“While ordinarily I would not support an application which will result in inadequate off-street parking, on this occasion the damage has already been done, in that the garage has already been lost. No issues seem to have arisen as a result. The changes to the street scene from the replacement of the garage door with a window are minor and not harmful. I note that the householder is attempting to regularise a situation which is not of their making, which is a good thing.”</i>
Neighbours	No comments received

APPRAISAL

Site Description:

The application relates to a two-storey, three-bedroom semi-detached dwelling located within a residential cul-de-sac. The property was originally constructed as a two-bedroom house, with a side extension (approved prior to 1998) later adding a third bedroom above.

The integral garage has since been converted into a utility room and study by previous owners. Although the original garage door was retained with a wall built behind it. The exact date of the conversion is unknown, though it is understood by the applicant to have occurred at least over seven years ago.

This part-retrospective application seeks to regularise the garage conversion itself (the use of the garage space as a utility room/study) and proposes to remove the existing garage door, installing new front and side-facing windows with matching brick infill.

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 the major development limits of Winnersh, 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:

CP1 of the Core Strategy states that the proposed external alterations should maintain the high quality of the environment.

CP3 of the Core Strategy states that the proposed external alterations should be of appropriate scale, mass, bulk, height, materials and of high-quality design.

The property is situated within residential cul-de-sac, characterised by two-storey red-brick dwellings of similar design and age. Properties typically feature small landscaped front gardens and driveways providing parking for one vehicle. Traditional architectural features such as dark timber-style detailing and white uPVC windows contribute to a consistent and cohesive street scene.

There are multiple examples of similar garage conversions and front elevation alterations within the surrounding area. The proposed works, including the insertion of matching red-brick infill and white uPVC windows, are modest in scale and in keeping with the established character. As such, the proposal is considered acceptable in terms of scale, design, and materials, and is in accordance with Policy CP3 of the Core Strategy and the Wokingham Borough Design Guide (BDG).

Neighbouring Amenity:

Overlooking:

The proposed front and side-facing windows are located at ground floor level and do not face directly onto neighbouring private amenity areas. As such, no concerns are raised with respect to overlooking or loss of privacy.

Loss of Light and Overbearing:

Given the limited scope of the development and the absence of any increase in built form, the proposal will not result in any material loss of light or overbearing impact on neighbouring properties.

Highway Access and Parking Provision:

The proposal does not alter existing highway access. Despite the BDG stating “*where a garage is to be converted into a room, then the parking space will need to be replaced*” -

the garage was previously converted and no longer provides internal vehicle storage; it did not meet modern parking standards and has not been used as such for a significant period. One off-street parking space remains available, with space for a small second vehicle if required. Secure bicycle storage is also provided to the rear garden. No objections are raised with regard to parking provision.

Flooding and Drainage:

The site lies within Flood Zone 1 and is identified as being at low risk of surface water flooding. While a drainage condition has been requested, the modest nature of the proposal, combined with the presence of similar side and rear extensions in the area that have not been subject to such conditions, means that it would not be reasonable to impose one in this case. In line with Paragraph 55 of the National Planning Policy

Framework (NPPF), which sets out the six tests for planning conditions, the request is considered to fail the test of reasonableness. As such, a drainage condition is not sought.

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.

Conclusion:

The proposed development seeks to regularise a formerly unauthorised garage conversion and introduce modest external alterations in the form of a front-facing window and matching brick infill.

The works are in keeping with the character and appearance of the host dwelling and surrounding cul-de-sac, where similar alterations are evident. The proposal complies with the Development Plan with respect to design, character, neighbour amenity, and parking provision. As such, the development is considered acceptable and is recommended for approval, subject to conditions.

RECOMMENDATION

Conditions agreed:	Not required
Recommendation:	Approval subject to conditions
Date:	16.09.2025
Earliest date for decision:	13 September 2025

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
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Date:	25.09.2025
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PLANNING CONSTRAINTS/STATUS

- *Major Development Locations – Winnersh*
- *Consultation Zone - Major Nuclear Site*
- *Environment Agency Surface Water Flood Zones*
- *Landfill Gas Consultation Zone*
- *Potentially Contaminated Land Consultation Zone*