

Date: 27 February 2026
Application: 260480



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

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Dear WBC Highways,

Householder Consultation

Application Number: 260480

Applicant: Mr and Mrs Saunders

Site Address: 1 Beale Close, Wokingham, Wokingham, RG40 1GA

Parish: Wokingham

Grid Reference: Easting - 480868, Northing - 169011

Type of Development: Other Householder

Proposal: Householder application for the proposed erection of single-storey front extension, part conversion of garage, demolition of conservatory, changes to fenestration, photovoltaic panels to the roof, changes to hardstanding and the addition of a flue.

Case Officer: Annabelle Jones

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 260480. 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 **22 March 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	260480
Address:	1 Beale Close, Wokingham, Wokingham, RG40 1GA.		
Proposal:	Householder application for the proposed erection of single-storey front extension, part conversion of garage, demolition of conservatory, changes to fenestration, photovoltaic panels to the roof, changes to hardstanding and the addition of a flue.		
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

There is no net increase in habitable room for the proposed extension. As the existing garage does not fully meet the council's requirement for car parking, there will be no loss of parking space. The extension will not affect the existing driveway.

It is therefore expected that there will be no additional demand for car parking and no reduction in parking provisions. Despite the third parking space is not essential, one additional parking space is proposed by converting part of the existing front garden into hardstanding for an additional parking space.

The applicant shall be reminded that the recommended maximum width by the Traffic Management team of a dropped kerb is 3.6m. To serve the proposed parking layout, this will need to be provided in a centralised position. Part of the existing dropped crossing will need to be reinstated to full height kerbs. The access shall be surfaced with a hard bound material. Separate consent will be required from the TM team for the proposed width and location of the new dropped crossing.

The applicant shall confirm if the third parking space will be proposed.

No negative impacts on abilities for cycle storage are expected, which is acceptable.

Conditions & Reasons (if required)

If the third parking spaces will be proposed, the Highways recommend the

following to be conditioned.

- CF4 – PARKING (AS APPROVED)
- The development shall not be occupied until the vehicular access from the highway has been altered to provide a centralised circa 3.6m wide dropped crossing, unless agreed otherwise, in writing, by WBC Traffic Management (this work will need separate authorisation by the Borough's Traffic Management section – see informative below). – DROPPED CROSSING
- CG5 (AMEND: circa 7.0m) - SURFACING OF ACCESS
- Informative I22 – ACCESS CONSTRUCTION

Date:	3/3/2026	Signed:	JP
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