

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261062
Site Address:	3 Derwent Close, Wokingham, Wokingham, RG41 3UD
Expiry Date:	3 July 2026
Site Visit Date:	13 May 2026
Proposal: Householder application for the proposed garage conversion and porch extension plus changes to fenestration (retrospective).	

PLANNING CONSTRAINTS/STATUS

Scale and Location of Development Proposals – Major Development Location – Wokingham

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 CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC07 – Parking
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS3 – Development within or adjacent to major and modest settlements
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date

CONSULTATION RESPONSES

Internal
WBC Drainage – No Objection Subject to Condition
External
N/A

REPRESENTATIONS	
Parish/Town Council	No comments received.
Ward Member(s)	No comments received.
Neighbours	No comments received.

APPRAISAL
Site Description: A semidetached dwelling in the residential area of Wokingham. There is an open plan front garden and a driveway for off street parking. 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. Proposal: The existing garage measures approximately 2.5m and has been converted to provide a storage room measuring approximately 2.3m in depth with garage door to the front; and a study measuring approximately 2.8m in depth and having double glazed doors to the rear garden. The porch extension comprises a flat roof approximately 2.5m in height with a glazed door and window on the front elevation. It measures approximately 1m in depth and 2.5m in width. The separation distance with the public footpath is approximately 5m. Character of the Area: Core Strategy Policy CP3 states that planning permission will be granted for proposals that are of an appropriate scale of activity, mass, layout, built form, height, materials and character, together with a high quality of design without detriment to the amenities of adjoining land users, including open spaces or occupiers and their quality of life. Policy CP1 of the Core Strategy requires developments to maintain or enhance the high quality of the environment. The immediate street scene is a row of semidetached and terraced houses of similar age and design located in a short cul-de-sac. The alterations to the facilitate the

garage conversion are not visible from the public realm in Derwent Close and are not harmful to the character of the area. There are no other examples of front porch extension within proximity of the application site. However, the porch does not project significantly forward of the building line being approximately 1m forward of the existing front entrance. Furthermore, the building line is staggered, and the extension is set back more than 2m from the front wall of no. 2 Derwent Close. It also faces onto the side boundary wall of no.10 Derwent Close where there are trees adjacent to the road. Therefore, the rhythm of buildings and gaps between them along the street frontages is not harmed.

Overall, the proposal would comply with Policy CP1 and CP3 of the Core Strategy in relation to character of the area.

Neighbouring Amenity: Core Strategy Policy CP3 states that development proposals should not result in a detriment to the amenities of adjoining land users including open spaces or occupiers and their quality of life. In this case, the proposal would not cause additional loss of light, loss of privacy or be visually overbearing to neighbouring occupants.

Overall, the proposal would comply with Policy CP3 in relation to neighbour amenity.

Highway Access and Parking Provision: Policy CC07 of the Adopted Local Plan states that planning permission will only be granted where the proposal demonstrates that the new scheme retains an appropriate level of off-street parking. The WBC adopted parking standards after development (Appendix 2 MDD Local Plan) states that 2 or more parking spaces are required following development for a 3 or less bedroom dwellings. According to the WBC Car Parking Standards, each parking space shall have minimum dimensions of 5.0m x 2.5m. The internal dimensions of the garage prior to conversion did not meet the WBC minimum standard and so there has been no loss of garage parking space. The proposed driveway has sufficient space to accommodate at least two cars, which is acceptable.

Flooding and Drainage: The Drainage Officer raises no objection subject to condition and has commented: *"The existing dwelling is within flood zone 1 and we would have had no objection to the principle of this retrospective application, as represented by the existing plans and elevations drawing P101 dated 24/04/2026.*

Given that the impermeable footprint has increased and the eastern turning head of Derwent Close experiences high risk surface water is experienced, we would recommend the condition below:

Recommended Condition

No construction should have taken place until details of the existing drainage system have been provided, as well as details of how the proposed extension feeds into the existing drainage system, (or details of a completely new drainage system), demonstrating that flood risk will not increase on or off site. This should be represented on a drainage strategy drawing. Please provide.

The above details shall be approved in writing by the LPA.

The approved scheme shall be implemented prior to the first occupation of the development and shall be maintained in the approved form for as long as the development remains on the site."

Officer comment: The application site lies within Flood Zone 1 and the retrospective householder development is limited in scale. As such, it would not be reasonable to attach a drainage condition if planning permission is granted.

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:	Yes
Recommendation:	Approve
Date:	30 June 2026
Earliest date for decision:	30 May 2026

Recommendation agreed by: (Authorised Officer)	
Date:	30/06/26