

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261510
Site Address:	8 Ellerton Close, Wokingham, RG40 2BE
Expiry Date:	21 August 2026
Site Visit Date:	30 June 2026
Proposal: Householder application for the proposed erection of a single storey rear extension following demolition of the existing conservatory, plus conversion of the garage to habitable accommodation.	

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 CC03 – Green Infrastructure, Trees and Landscaping CC07 – Parking CC10 – Sustainable Drainage
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY- N/A

CONSULTATION RESPONSES

Internal

WBC Drainage- No objection.

WBC Landscape and Trees-No objection subject to conditions.

External- N/A

REPRESENTATIONS

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

APPRAISAL

Site Description:

The application site consists of a large two-storey detached property located in a small cul-de-sac on Ellerton Close within the major development location of Wokingham.

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, in the major development of Wokingham 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 requires the proposed erection of a single storey rear extension following demolition of the existing conservatory, plus conversion of the garage to habitable accommodation to maintain or enhance the high quality of the environment.

CP3 of the Core Strategy requires the proposed erection of a single storey rear extension following demolition of the existing conservatory, plus conversion of the garage to habitable accommodation to be of an appropriate scale, mass, built form, height, materials and character to the area together with a high quality of design.

The proposed development involves the demolition of the existing conservatory and the construction of a single-storey rear extension to create a larger kitchen/dining area. The extension would feature a flat roof with a rooflight.

The existing conservatory has a maximum height of c.3.4m, width of c.4.11m and depth of c.3.30m. The proposed extension would have a height of c.3.07m, width of c.6.83m and depth of c.3.43m. While the proposed extension would be slightly larger than the existing conservatory with respect to its height and width, its overall form, scale and

position would result in a similar visual impact given its location to the rear of the property, severely limiting and public views of its form.

Given its proportionate scale and unimposing design, it is deemed that the rear single-storey extension would have an acceptable impact on the appearance of the dwelling and wider area.

The proposed garage conversion poses no detrimental harm to the character of the area as the garage door will remain keeping the frontage of the property the same as the neighbouring properties, therefore this does not cause any harm on the street scene. The conversion will not interfere with the current street scene.

Neighbouring Amenity:

CP3 seeks to ensure that development proposals do not cause detriment to the amenities of adjoining land users including open spaces or occupiers and their quality of life.

Overlooking:

The extension would be located at the rear of the property in the back garden. Given the nature of the extension as single storey, the rear extension would have a very similar outlook to the existing conservatory, therefore it is not going to have a significant or harmful impact in terms of potential privacy issues or overlooking concerns.

The proposed garage conversion would not introduce a harmful outlook across any neighbouring properties and therefore there are no concerns with regards to overlooking or any loss of privacy.

Loss of Light:

The Borough Design Guide states that the minimum separation distance between flank and boundary should be minimum 1m, the proposed single-storey rear extension would comply with this as it adheres to R16 in relation to separation distances as the the proposal has a c.1.33m separation distance. There is no loss of light on the neighbouring properties due to the proposed single storey being of a modest height and separated away from neighbouring boundaries.

The proposed garage conversion would not impact the footprint or massing of the dwelling, therefore there are no concerns raised with regards to loss of light.

Overbearing:

The Borough Design Guide states that it is recommended that the height of extensions should be no more than 3m when adjacent to the boundary. The proposed single-storey extension has an eaves height of c.3.07m is proposed which is marginally over the guidance, but it is adequately sited away from neighbouring boundaries to avoid any adverse overbearing impacts.

Highway Access and Parking Provision:

The garage conversion causes a loss of parking space, however there is sufficient space at the front of the property for 3 parking spaces.

Amenity Space:

4.7 R16 of the Borough Design Guide states "The Council's minimum garden length of 11m is a generally accepted guideline for private garden space, provide the space is usable". The proposed single-storey extension will result in a minor loss of garden space at the rear of the dwelling, however, there will be sufficient space remaining with c.9.7m in depth and c.6.37m in width. This is slightly under the recommended amount, however it is considered sufficient in the context of the application site.

Flooding and Drainage:

The WBC drainage officer commented:

The application has been reviewed from a surface water and flood risk perspective. The proposed development comprises the erection of a single-storey rear extension following demolition of the existing conservatory, together with the conversion of the existing garage to habitable accommodation.

The site is located within Flood Zone 1, which is defined as having a low probability of fluvial flooding. Based on the submitted information, the proposal is unlikely to result in a significant increase in surface water runoff or materially affect existing drainage arrangements. There are no apparent surface water flood risk concerns that would warrant the submission of a site-specific drainage strategy.

Landscape and Trees:

The WBC tree officer commented:

Subject to the conditions below, the Council's Landscape and Tree Officer has no objections to the proposed erection of a single storey rear extension and conversion of the garage to habitable space. The proposal will occur on top of existing hardstanding and will not detrimentally impact any trees on or off site, as per the AIA (Ref: GHA Trees Arboricultural Consultancy, GHA/DS/12360:26, 19 May 2026) This includes the protected Oak (*Quercus robur*) tree (TPO-) to the west of the Site, which is located in WBC-owned land (St. Crispin's School campus/playing fields).

However, we will need to ensure that the root protection areas of the trees in the front garden are not compromised during the construction period and to this extent all vehicles and storage of materials will need to be restricted to the existing drive and the front garden protected with temporary fencing. A plan indicating this will need to be provided either as part of this current application or via a condition.

In order to safeguard the protected tree from damage during construction, temporary protective fencing is recommended in the AIA and TPP both in the front and rear gardens. This fencing shall remain in place, as per the plan, during the time the development is being carried out. No construction materials are to be stored nor

construction activities undertaken between the fence and the trees.

Conclusion:

In conclusion, the proposed erection of a single storey rear extension following demolition of the existing conservatory, plus conversion of the garage to habitable accommodation would not detrimentally harm the character and appearance of the area, would not harm neighbouring amenity nor highway safety. It is compliant with CP1 and CP3 of the Core Strategy as well as the provisions of the Borough Design Guide. Accordingly, it is recommended for approval subject to conditions.

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: 29 July 2026

Earliest date for decision: 17 July 2026

Recommendation agreed by:
(Authorised Officer)

BJC

Date: 30.07.26

PLANNING CONSTRAINTS/STATUS
Insert where relevant