

Date: 5 September 2025
Application: 251897



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

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Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 251897

Applicant: Mrs Louise Hall

Site Address: 35 Unit 13 Falcon Business Park, Ivanhoe Road, Finchampstead, Wokingham, RG40 4QQ

Parish: Finchampstead

Grid Reference: Easting - 477181, Northing - 164648

Type of Development: Other Change of Use

Proposal: Full application for change of use from B2 to E(d).

Case Officer: Rowan Reynolds

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 251897. 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 **27 September 2025**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	251897
Address:	35 Unit 13 Falcon Business Park, Ivanhoe Road, Finchampstead, Wokingham, RG40 4QQ.		
Proposal:	Full application for change of use from B2 to E(d).		
Type of Development:	Other Change of Use		
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

General

The applicant proposes to change the use of the site from existing Use Class B2 to Use Class E(d), as a personal training studio. Five existing parking spaces will be retained.

The site proposes to open from 05:00 to 21:00 Mondays to Saturdays, and from 0700 to 14:00 on Sundays. It is proposed that each session will have one personal trainer plus up to eight participants.

Traffic Impacts

Given the traffic patterns for Class B2 and E(d) are different, the applicant is expected to assess the net trip generation of the proposal during the peak hours.

Parking

According to the WBC Car Parking Standards, the parking requirements for Classes B2 and D2 (now noted as Class E(d)) are as follows:

User Class	Car Parking Requirement	Cycle Parking Requirement
B2	Up to 250m ² : 1 space/25m ² Additional space above 250m ² : 1 space/50m ²	1 LT space/200m ²
D2 (leisure centre and gyms)	1 space/10m ² of public space	1 ST space per 10 per visitor and 1 LT space per 5 staff

As the proposed area of the public floor space are not clearly defined on the plan, the applicant is expected to assess the net changes of parking demand of the existing and proposed uses to justify the sufficiency of the proposed parking.

While the applicant proposes that 'overspill can be comfortably absorbed by unrestricted on-street lay-bys distributed around the estate', it is relevant to note that the site is situated within an industrial area, where significant increases in on-street parking demand are undesirable due to the need to maintain sufficient passing space for HGVs and to ensure pedestrian pathways are not obstructed by parking to separate pedestrians from HGVs.

The Highways will unlikely accept unrestricted layby to be part of the parking provisions during the operating hours of the industrial units. The applicant shall consider limiting the class capacity to reduce the parking demand, and/or utilising unallocated parking spaces of the wider site to increase parking provisions.

If the applicant might intend to utilise any unallocated parking spaces of the wider site, parking survey data shall be provided to verify the existing parking utilisation.

Cycle Provisions

According to the WBC Parking Standards, the proposal will require 1 short-term cycle parking for visitor and 1 long-term cycle parking for staff.

Conditions & Reasons (if required)

Date:	8/9/2025	Signed:	JP
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