

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261657
Site Address:	18 Collins Drive, Earley, Wokingham, RG6 5AD
Expiry Date:	11 September 2026
Site Visit Date:	5 August 2026
Proposal: Householder application for the proposed single storey rear extension, loft conversion and a garage conversion.	

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 CC04 – Sustainable Design and Construction CC07 – Parking
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY- No relevant planning history

CONSULTATION RESPONSES

Internal

WBC Ecology: No objection

External

None consulted

REPRESENTATIONS

Parish/Town Council	Earley Town Council: No objection
Ward Member(s)	No comments received
Neighbours	30 Collins Drive: Lose all privacy in my garden. Officer response: The BDG states the minimum back-to-back separation distance over 2 storeys is 26m. The back-to-back separation distance from no. 18 to no.30 is approx. 29.50m, thus complying with the BDG. Thus, no overlooking concerns.

APPRAISAL

Site Description: Two storey detached dwelling with single storey garage.

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.

Character of the Area: The garage would be converted a gym. The garage door will be replaced by a small window to the front. Such alteration would differ to the current street scene and slightly alter the characteristics of the street. However, it's considered to be a minor alteration which would negatively harm the street scene.

The inclusion of the roof lights on the front elevation are minor additions which would not harm the street scene.

The Borough Design Guide states that rear extensions should not extend more than 4 metres beyond the existing rear wall. The flat roof single storey rear extension would be 4.93m in depth, thus not complying with the BDG. However, host property has a very spacious garden to accommodate for such sized extension. Moreover, being located at the rear it wouldn't be visible from public locations. Therefore, the proposed works would not cause significant harm to the character of the area or the host dwelling.

The BDG states "loft conversions and dormer windows should not project above the existing ridge line", *"dormers should generally be positioned within the main roof, be being set back from both eaves line and the sides of the roof"* and *"dormers should relate to the design of the existing building in terms of rood form, materials, positioning and window proportions"*. The loft conversion and flat roof rear dormer does not project above the existing ridge line and the dormer is situated within the main roof whilst also being set back from both eaves line and the sides of the roof, therefore complying with the BDG. Moreover, with the dormer being located at the rear it would not be particularly visible from public locations. Hence, the proposal would not have an adverse impact on the character of the host property or surrounding area.

Neighbouring Amenity:

Overlooking: The garage conversion includes a window and rooflight to the front elevation. The BDG states the minimum front to front separation distance between 1 to 2 storeys is 15m. The separation distance to the front of no.73 would be over 19m,

thus complying with the BDG.

The front elevation as a result of the loft conversion includes 3 rooflights. The minimum front to front separation distance over storeys set out in the BDG is 15m. The separation distance to the front of no.73 would be approx. 11.35m, thus not complying with the BDG. However, the rooflights are 1.7m above floor level and with 2 of the rooflights serving for non-habitable rooms (stairwell & bathroom), thus no overlooking concerns. The other rooflight would serve for bedroom 4, however its main outlook would be onto the front driveway of no.73 only. Therefore, in this instance such would not result in harmful overlooking.

The ground floor rear openings will be screened by the existing fencing, thus no overlooking concerns.

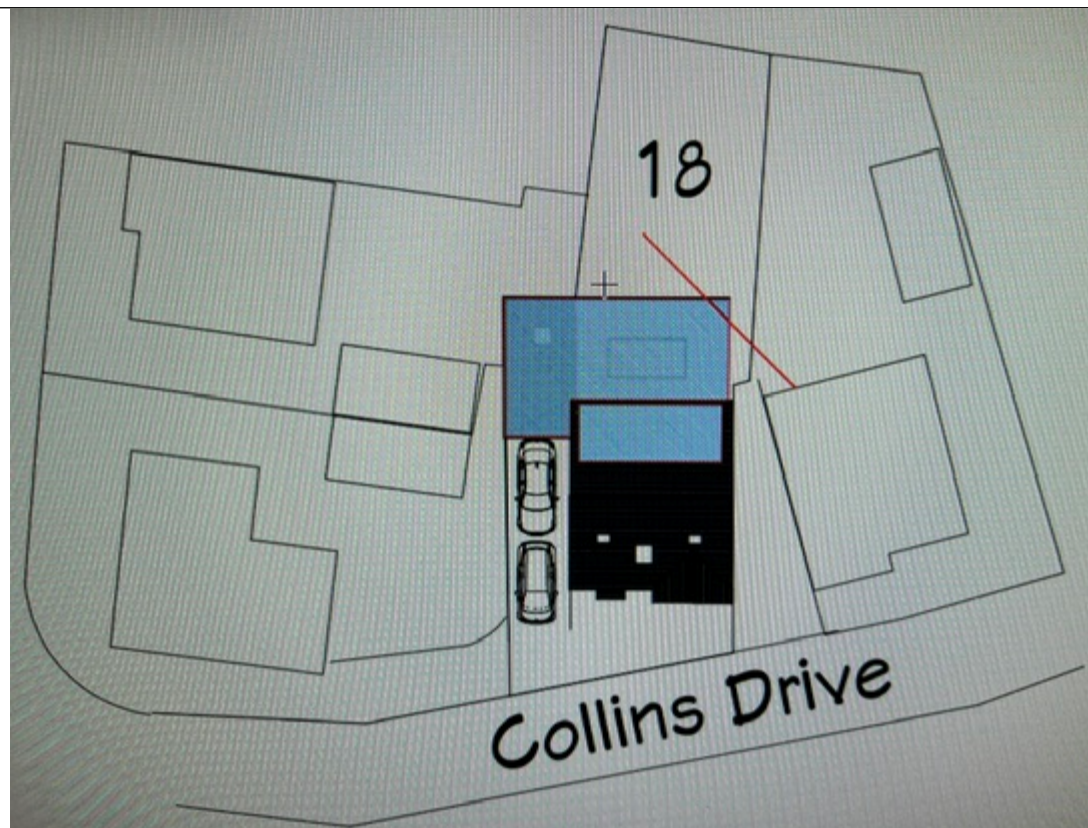
The rear rooflights as part of the garage conversion will not result in harmful overlooking.

Most rear gardens in residential estates are overlooked at an oblique angle from the upper floor windows in the neighbouring property. This is no different outlook from the new window as part of dormer window and it's oblique angle/view of no.16, 22 & 24 rear gardens. Also, the single storey garages at no. 22 & 24 obscure some overlooking. Therefore, the dormer windows would not cause any significant harm with regards to neighbouring amenities and the relationship with the neighbouring house would be orthodox for dwellings in a suburban area where overlooking occurs already to a high degree.

The BDG states the minimum back-to-back separation distance over 2 storeys is 26m. The back-to-back separation distance from no. 18 to no.30 is approx. 29.50m, thus complying with the BDG.

Loss of Light: With regards to no.16, given the rear extension would project forwards of the building line, there is potential loss of light.

When a 45° line is drawn from the centre of no.16 closest rear window in plan form, the 45° degree line would be breached as a result of the extension.



Although the proposal would result in a slight infringement of the 45-degree line in plan from a rear-facing habitable room window serving no.16. this window is a full length patio style door and the breach is limited and, having regard to the orientation of the properties, the separation distances involved and the size of the door opening, the loss of light would be limited. The proposal is therefore not considered to give rise to an unacceptable loss of light.

Overbearing: Where new housing has flank elevations, these should be set away from the site boundaries to allow residents to have access for maintenance purposes and to access their garden areas. A distance of 1m from the site boundary is generally accepted as providing adequate access. The boundary is angled with most the extension greater than 1m from the side boundary of no. 16 with the extension wall set in from the existing flank wall. The existing garage would screen the single storey rear extension, thus no overbearing concerns to no.22. Therefore, it's considered acceptable in this instance.

The overall scale and massing of the extension is proportionate to the host property. It does not introduce an excessive height, depth, or bulk that would dominate neighbouring outlooks. The proposal would not appear physically overbearing or oppressive to neighbours with the height of the dwelling not increasing and as such that it would be significantly detrimental to their amenities.

Highway Access and Parking Provision: WBC's adopted parking standards after development requires 3 or more parking spaces for a 4 or more bedroom dwelling. The proposal includes 5 bedrooms but with the garage being converted, 2 parking spaces are provided as shown on block plan. However, given the site has suitable on street parking to accommodate for the other parking, there are no parking or highway

concern.

Ecology: The submitted Preliminary Roost Assessment submitted states “*Bats are very unlikely to be roosting within residential dwelling and as such, there are not anticipated to be any impacts on bats in this location as a result of the proposed development and no further surveys are required*”. Thus, no ecological concerns.

Amenity Space: The garden depth would still be greater than the 11m depth recommend in the BDG.

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:	Not required
Recommendation:	Approve
Date:	7 September 2026
Earliest date for decision:	14 August 2026

**Recommendation
agreed by:
(Authorised Officer)**



Date: 7 September 2026

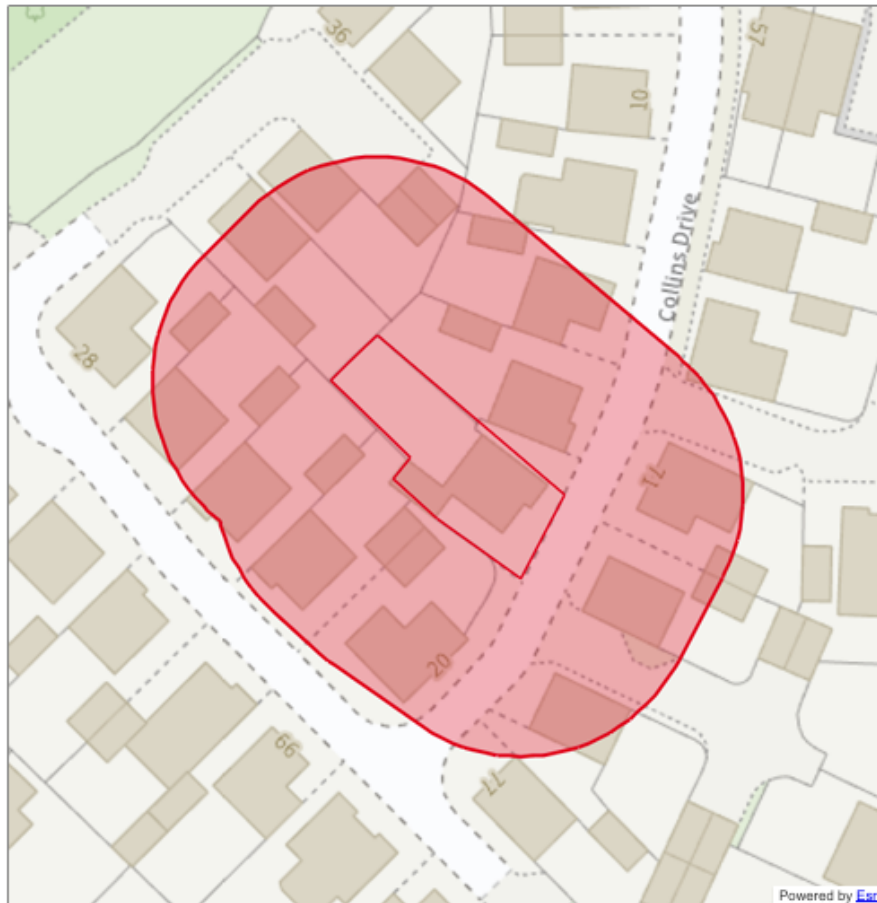
PLANNING CONSTRAINTS/STATUS

Near Me Report

Area of Interest (AOI) Information

Area: 3,091.61 m²

Date: Mon Jul 20 2026 14:46:33 GMT+0100 (British Summer Time)



No legend

Major Nuclear Sites Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	PLANNING_NOTE
1	Consultation Zone - Major Nuclear Site	AWE: 12km Zone	This is the 12km Zone. A circular zone of 12km radius around all nuclear sites, for certain types of significant development due to the potential for such developments to pose an external hazard to sites.

Great Crested Newt Impact Risk Zones - Minor | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Great Crested Newt Impact Risk Zone	Red	Consult NatureSpace for any minor development that intersects a red or amber zone in this layer

SSSI Impact Risk Zones | Total count: 1

#	IRZURL
1	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0300000530000&notes=&location=474433,171279%20(IRZ%20polygon%20centre)

Wards | Total count: 1

#	Name of area	Closest Approximate Distance
1	Hillside Ward	0 m

Parishes | Total count: 1

#	Name of area	Closest Approximate Distance
1	Earley CP	0 m