SOUTHPORT U.K.
LONDON OFFICE
X SYSTEMS LTD

APPLICATION NO:
F/2001/3190

LOCATION:
78 Durand Road, Earley Reading.

APPLICANT:
Mr & Mrs Garrod

PROPOSAL:
Proposed conversion of part of garage to family room.

EARLIEST DATE FOR DECISION: **16/02/2001**

APPLICATION WILL HAVE EXPIRED ON:
12/03/2001

CASE OFFICER: **Helen Pollock**

APPROVED

(HP)

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Mr & Mrs Garrod
78, Durand Road
Earley
Reading
RG6 5YS

Application Number: F/2001/3190

Parish: **EARLEY**

Location: **78, Durand Road, Earley, Reading.**

Proposal: **Proposed conversion of part of garage to family room.**

The Wokingham District Council in pursuance of their powers under the above Acts and Regulations hereby **Approve Permission** for carrying out the above development in accordance with the application and the accompanying plans submitted to the Council subject to compliance with the following conditions, the reasons for which are specified hereunder.

Condition
1. The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Condition
2. All new works and works of making good to the retained fabric shall be finished to match in size, colour, texture and profile those of the existing building.

Condition
3. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking and re-enacting that Order with or without modification) the garage accommodation on the site shall be kept available for the parking of vehicles ancillary to the residential use of the site at all times. It shall not be used for any business nor as habitable space.

Condition
4. No part of any building(s) hereby permitted shall be occupied or used until the vehicle parking and turning space herein approved has been provided. The vehicle parking and turning space shall be permanently maintained and used for no other purposes.

Condition
5. The minimum internal dimensions of the proposed single garage must be 2.5m x 5.0m.

Reason
1. In pursuance of Section 91(1) of the Town and Country Planning Act 1990.

Reason
2. To ensure that the external appearance of the building is satisfactory.

Reason
3. To ensure that adequate parking space is available on the site, and reduce the likelihood of roadside parking.

Reason
4. To ensure a satisfactory form of development and to avoid adverse impact on the public highway in the interests of highway safety.

Reason
5. To meet highway standards.

Informative
1. You are advised, in compliance with The Town and Country Planning (General Development Procedure) (England) (Amendment) Order 2000, that the following policies and/or proposals in the development plan are relevant to this decision:

Berkshire Structure Plan Policy EN1.
Loddon Area Local Plan Policies LTV1, LBE1 and LBE2.
Deposit Draft Wokingham District Local Plan Policies WOS3 and WBE1.

John Mitchell

John Mitchell
Development Control Manager
Date: 09/03/2001

Notice checked by: _____

If this notice grants permission to proceed with the proposal the applicant is reminded that it relates to planning permission only and does not constitute approval under any other legislation including Building Regulations.

Your ref: P/3/MB/AB/AF2

76 Durand Road,
Earley
Reading RG6 5YS

c.c. Earley Town Council

PLANNING SERVICES	HPT
PO	TLS
DC ODS	ENF HP
APP	
CS	
13 FEB 2001	
COPIES TO:	ACK: ✓
	FILE:

February 12th. 2001

Dear Sir/Madam

Re: Planning Application F/2001/3190

- I have inspected the plans for the above application, and, as the immediate neighbour, have no objection in principle to the conversion.

I do have one slight misgiving. My neighbours mentioned, informally, that they may be intending to create additional access to the rear of their property, by providing access on the north-east side of their house i.e.
- directly between mine and their property.

As the plan mentions no change of vehicular or pedestrian access, can I accept that this will not happen?

Yours faithfully

R V Peacock

R.V. PEACOCK

FROM: Helen Pollock

DATE: 23 January 2001

DELEGATED

EARLEY TOWN CONSULTATION SHEET

Application Number: F/2001/3190

Proposal: Proposed conversion of part of garage to family room..

Site Address: 78, Durand Road, Earley, Reading.

Applicant: Mr & Mrs Garrod .

PLANNING SERVICES | HPT 40098
POL | TPS
APP | CS
19 FEB 2001
COPIES TO: | ACK: | FILE:

Your observations are required in respect of this application **by 16/02/2001**

Councillors had no objection to this application. However, the Planning Officer's attention is drawn to a letter from a neighbour, a copy of which has been passed to the Town Council, concerning a possible change of access to the site.

SIGNED: _____ DATE: 15 FEB 2001

Clerk To Earley Parish/Town Council.

**********FILE COPY**********

Tel: 0118 974 6480

Date: **23 January 2001**

My ref: F/2001/3190

CONFIDENTIAL

Councillor Spratling
18 Moor Copse Close
Earley
RG6 7NA

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Councillor

Application Number: F/2001/3190
78, Durand Road, Earley, Reading.
Proposed conversion of part of garage to family room.

I write to let you know that the above mentioned house holder application has been received

At this stage a recommendation has not yet been made. This form should only be returned if it is likely that you may wish the application to be listed for consideration by the Development Control Sub-Committee. This form must be received no later than 28 days from the date of this letter.

If you have any questions please do not hesitate to contact **Helen Pollock** on **0118 974 6480**.

Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Helen Pollock** Application Number: **F/2001/3190**
78, Durand Road, Earley, Reading.
Proposed conversion of part of garage to family room.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Spratling

**********FILE COPY**********

**********FILE COPY**********

Tel: 0118 974 6480

Date: **23 January 2001**

My ref: F/2001/3190

CONFIDENTIAL

Councillor Rolls
14 Tiptree Close
Earley
RG6 4HS

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
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John Mitchell

John Mitchell
Development Control Manager

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78, Durand Road, Earley, Reading.
Proposed conversion of part of garage to family room.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Rolls

**********FILE COPY**********

**********FILE COPY**********

Tel: 0118 974 6480

Date: **23 January 2001**

My ref: F/2001/3190

CONFIDENTIAL

Councillor Hare
9 Easby Way
Lower Earley
RG6 3XA

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Councillor

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Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Helen Pollock** Application Number: **F/2001/3190**
78, Durand Road, Earley, Reading.
Proposed conversion of part of garage to family room.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Hare

**********FILE COPY**********

Received by Wokingham District Council

Application No: F/2001/3190

PROPOSAL:
Proposed conversion of part of garage to family room.

LOCATION:
78, Durand Road, Earley, Reading.

The application is available for inspection at the locations & during the times detailed below:

WOKINGHAM DISTRICT COUNCIL, PLANNING RECEPTION, SHUTE END, WOKINGHAM between 8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday.
(TEL: (0118) 974 6428)
OR
WOODLEY LIBRARY, HEADLEY ROAD, WOODLEY between 9.30am - 7.00pm Mon, Thurs & Fri. 9.30am - 5.00pm Tues, 9.30am - 1.00pm Saturday. (closed all day Wednesday). If you intend to view this application at Woodley Library or Earley Town Council (see details above & below) please allow 4 days from the date of this notice for delivery of plans.
OR
EARLEY TOWN COUNCIL, RADSTOCK HOUSE, RADSTOCK LANE, EARLEY between 9.00am – 1.00pm & 2.00pm – 4.30pm Monday to Friday.
(TEL: (0118) 986 8995)

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Helen Pollock P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 16/02/2001. Written comments submitted will become available for public inspection.

In view of the very large number of planning applications and letters of comment received, it will not normally be possible for an individual reply to observations made. However any comments will be taken into account when the application is determined and you will be notified of the decision.

Head of Planning and Transportation

23 January 2001

15. JAN. 2001 * 3190

Tel: (0118) 974 6492 (Direct Line)
E-Mail: Natalie.Brown@wokingham.gov.uk
Date: 19 January 2000
My ref: NB/MLT/Earley-1B

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Mrs K. Garrod
78 Durand Road
Lower Earley
Reading
Berks
RG6 5YS

Dear Mrs Garrod,

PROPOSED GARAGE CONVERSION AT 78 DURAND ROAD, EARLEY

I refer to your letter received on the 19 January 2000 with reference to the above.

I can confirm that due to a condition on the original planning permission for your property, your proposal would require planning permission. However, please note that you would be exempt from any application fees payable. Please find enclosed the relevant application forms.

In addition I would advise that you check with our building control section with regard to building regulations. They can be contacted on 0118 974 6375.

I trust this advice is of use to you and should you wish to discuss any matter further please do not hesitate to contact Natalie Brown.

Yours sincerely

M L THORP
Principal Development Control Officer

Enclosure: Planning Application Forms

Finished

DEVELOPMENT CONTROL/BUILDING CONTROL CHECKLIST

CHECKLIST WHEN A BUILDING REGULATION APPLICATION HAS BEEN RECEIVED.

SITE DETAILS		CASE OFFICER
PLANNING APPLICATION NUMBER	3190	HP
BUILDING CONTROL NUMBER	FP2001/1620	Alan.
APPLICANT/~~AGENT~~	Mr C. Garod.	
ADDRESS OF SITE	78 Durand Road Lower EARLEY	
DESCRIPTION OF PROPOSED WORK	part garage conversion.	

DRAWING NUMBERS	BC	DC
BLOCK PLAN		✓
ELEVATIONS	G1	G1
FLOOR PLANS	—	—

CHECKLIST	1ST CHECK	2ND CHECK
PERMITTED DEVELOPMENT		
APPLIC. NECESSARY-NOT RECEIVED		
APPLIC.RECEIVED & APPROVED	9/3/01	
APPLIC.RECEIVED-NO DECISION		
APPLIC.REFUSED		
DIFFERENCES BETWEEN DC/BC DRAWINGS	None	
IF YES, WHAT ARE THE DIFFERENCES ?	/	
DATE	21/3/01	

PROBLEMS	REQUESTED	RECEIVED	REMINDER
PLANNING PERMISSION NEEDED			
REVISED PLANS NEEDED			
PLANNING APPLIC.REFUSED			
WAIT FOR PLANNING DECISION			

COMMENCED ON SITE	
NO PLANNING DECISION	
NO PLANNING APPLICATION	

WORK SHEET FOR : Helen Pollock

Application Number : F/2001/3190

Applicant : Mr & Mrs Garrod .

Location : 78, Durand Road, Earley, Reading.
Proposal : Proposed conversion of part of garage to family room.

Site Notice Displayed ? :	YES	NO	DATE
	✓		06/02/01

Date of Neighbour Notifications : .....

Date of Site Visit : 06/02/01.....

Date Registered : 15/01/2001

Earliest Date for Decision : 16/02/2001

Latest Consultation Date/Site Notice Expiry Date : 16/02/2001

This application <u>will have expired on</u>: <u>12/03/2001.</u> You need to make a decision 1 day prior to this date for this application to count as determined in less than 8 weeks.

Consultation Responses :

Highways : C/A

Planning Issues :

1) Impact upon neighbouring properties
2) Impact upon Street Scene.
3) Impact upon highway Safety.

Application Number: F/2001/3190

Appraisal:

The proposed development is for a conversion of part of the garage to additional living space. This requires permission because condition 4 of consent 11932 removes the right to convert the garage from its use as a garage.

The conversion would initial the removal of up and over garage door and its replacement with a window in the front elevation. This would be the only external alteration.

1. Impact upon neighbouring properties

The conversion would involve only the insertion of a new window and it is considered there will be no adverse impact upon the neighbouring properties.

2. Impact upon the street scene

The proposal involves the removal of an up and over garage door in the front elevation and its replacement with a window, in matching materials to the existing. It is considered that there would be no adverse effects upon the character of the street scene.

3. Impact upon highway safety –parking provision

The property has 4 bedrooms and would therefore need to provide 3 vehicle-parking spaces on site. This requirement has been met as there will be one remaining garage space and 2 parking spaces on the driveway. Provided that this parking area is maintained, there would be no adverse effects upon highway safety.

Recommendation: Approval: ✓ ~~**Refusal:**~~

Application Number F/2001/3190
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	C007	R007	
2	C014	R014	
3	C049	R049	
4	C122	R122	
5			The minimum internal dimensions of the proposed single garage must be 2.5m x 5.0m.
		Reason	To meet highway standards.

RECORD OF SITE VISIT

SITE ADDRESS: 78 Durand Road
Earley Reading.

APPLICATION NUMBER: F/2001/3190

OFFICER: Helen Pollock

DATE OF SITE VISIT: 26/6/01

1 SITE/STATUTORY NOTICE DISPLAYED ? Yes - on post in front garden

2. DESCRIPTION OF SURROUNDINGS
Residential

3. DESCRIPTION OF SITE/BUILDING
Large detached 2 Storey dwelling with double integral garage.

4. RELATIONSHIP TO ADJOINING PROPERTIES
n° 80 at same line as 78
n° 76 set back ≈ 2m

5. SITE CONSTRAINTS

TREES N/A

ACCESS/PARKING 2 garage + 2 drive way.

LEVELS N/A

BOUNDARY TREATMENT N/A

OTHERS

LISTING FORM

Case officer: **Helen Pollock** Application Number: **F/2001/3190**

78, Durand Road, Earley, Reading.

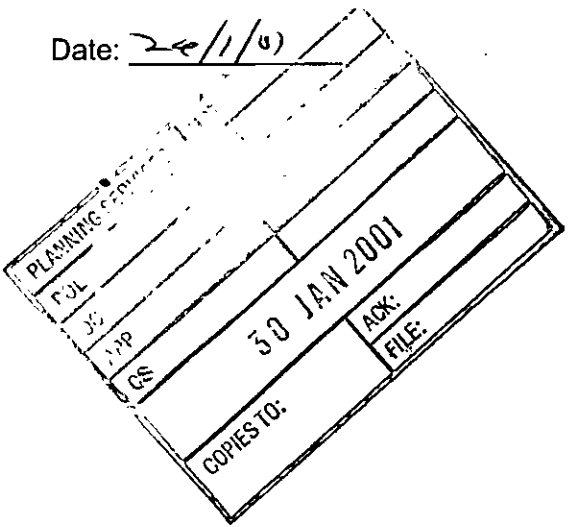
Proposed conversion of part of garage to family room.

~~I wish this application to be listed~~ should the officers recommendation be for refusal

~~and my reason(s) are~~ please contact me

Signed: Councillor Rolls

Date: 26/1/01



HIGHWAYS CONSULTATION SHEET

From: Helen Pollock **Date:** 23 January 2001 .

Application Number: F/2001/3190

Proposal: Proposed conversion of part of garage to family room.

Parish: EARLEY TOWN

Site Address:
78, Durand Road, Earley, Reading.

Applicant:
Mr & Mrs Garrod .

Your observations are required in respect of this application within **7 days** of the above date.

✓ below as applicable;

1) ☐ Recommend refusal for the reason(s) **stated below**;
2) ☑ Recommend approval but with condition(s) & reason(s) **stated below**;
3) ☐ Recommend approval with **no** condition(s) or reason(s).

(1) The minimum internal dimensions of the proposed single garage must be 2.5m x 5.0m, in order to meet our standards.

(2) C049, R049 .

(3) C122, R122 .

Signed: _____ **Print name:** Adam Coggins 26/01/01

ADDRESS 78 DURAND ROAD PARISH EARLEY

PLOT No. 11 ADJ. PLOTS 4 - LOWER EARLEY (COPSE LODGE LAND) ORD. SHEET No. SU.7670 58

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
01945	PYE	LOWER EARLEY DEV.	APP. ACCORDING	TO MINUTES
07235	BOVIS	B.F.K.L.T.Y. - ASSTR. ROADS	24.11.77	N/A CA
07295	"	TO ALL PHASES	15.12.77	N/A CA
11932	"	DETACHED HOUSE & GARAGE	22.1.79	N/A CA
BR16714	"	"	15.6.81	APP. N/A

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS PD Reg - Mrs. Garrod - Conservatory - 19/1/00

DRAINAGE

091074

Environmental Services

For office use only.
Application number:

15 JAN 2001 3190

Householder planning application form

Please answer all questions in CAPITAL letters.
If any question does not apply to you, put N/A in the space.
Please send six copies of the filled in form and your plans to the address on the front of the folder.
We provide guidance notes to help you fill in the form. If you have any questions, please call Planning Support on 0118 974 6428 or 0118 974 6429.

1	Your name Address and postcode Phone number	MR & MRS C GARROD 78 DURAND ROAD LOWER EARLEY READING RG6 5YS 0118 9752438
2	Agent's Name Address and postcode Phone number	N/A
3	Site We need you to send in six copies of the 1:2500 scale location plan and six copies of the 1:500 scale block plan, with the site outlined in red. You can buy these maps from the Environmental Services reception or order them by phoning 0118 974 6485.	As above
4	Give brief details of the proposal for example, two storey side extension. About the application	CONVERSION OF HALF A DOUBLE GARAGE TO FAMILY ROOM
5	Are there any trees on the site? If Yes, please show their positions, spread and species of the trees on the plans. Say which trees you plan to cut down.	Yes ☐ No ☑
6	Please list the external materials you will use for example, red brick to match any existing bricks and dark stained timber.	BRICK TO MATCH EXISTING AND WINDOW TO MATCH EXISTING
7	Will the proposal change the pedestrian or vehicle access to the site? Please show details of the existing access and any proposed changes on the plans.	Yes ☐ No ☑
8	Will the car parking provision at the site be changed? If Yes, please show details of any changes on the plans.	Yes ☑ No ☐

3544 Crystal Mark
Clarity approved by Plain English Campaign

Please turn over

9	How many bedrooms does the property have?	Existing: 4	Proposed: 4
10	Does a public right of way touch the site? If yes, please show the route and any proposed alternative on the plans.	Yes ☐	No ☑
11	Checklist. Please make sure that you enclose the following.		
	a Six copies of this form signed and dated.		
	b The fee (We have attached a current scale of fees). If you do not have to pay a fee, please say why below.		
	PLEASE SEE ATTACHED LETTER		
	c Six copies of each set of plans and drawings listed below.		
	• 1:2500 scale location plan with the site outlined in red.		
	• 1:500 scale site layout plan.		
	• 1:100 or 1:200 scale floor plans and elevations.		

12 Certificate of ownership (Section 66 Town & Country Planning Act 1990)
Please delete either certificate A or certificate B. If neither apply, you must fill in a full certificate which you can get from Environmental Services.

(Owner means a person with a freehold interest, or someone who is a leasehold tenant with at least seven years left on their agreement)

Certificate A

I certify that

- At the beginning of the period of 21 days ending with the date of the application nobody, except the applicant, owned any part of the land which the application relates to.
- None of the land forms part of an agricultural holding.

~~**Certificate B**~~

~~I certify that~~

- ~~I or the applicant has given the necessary notice to everyone else who (at the beginning of the period of 21 days ending with the date of the application) owned any part of the land which the application relates to as listed below.~~

~~Owner's name~~ ~~Address at which the notice was served~~ ~~Date on which the notice was served~~

~~None of the land forms part of an agricultural holding.~~

Your signature: [signature] on behalf of

Date 10.01.01

Please tick this box if you or your husband, wife or partner are employed by Wokingham District Council ☑

15. JAN. 2001 * 3190

Tel: (0118) 974 6492 (Direct Line)
E-Mail: Natalie.Brown@wokingham.gov.uk
Date: 19 January 2000
My ref: NB/MLT/Earley-1B

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Mrs K. Garrod
78 Durand Road
Lower Earley
Reading
Berks
RG6 5YS

Dear Mrs Garrod,

PROPOSED GARAGE CONVERSION AT 78 DURAND ROAD, EARLEY

I refer to your letter received on the 19 January 2000 with reference to the above.

I can confirm that due to a condition on the original planning permission for your property, your proposal would require planning permission. However, please note that you would be exempt from any application fees payable. Please find enclosed the relevant application forms.

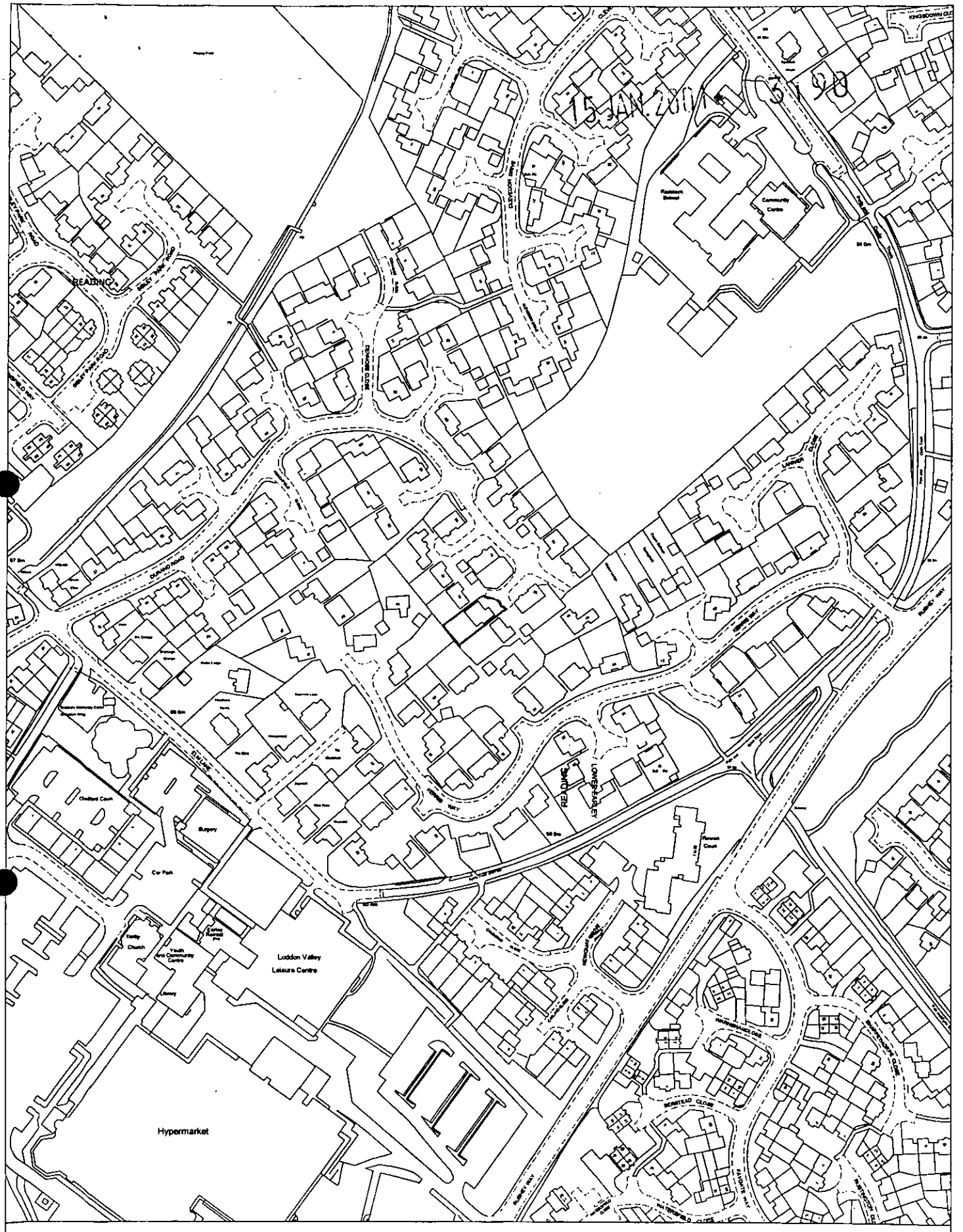
In addition I would advise that you check with our building control section with regard to building regulations. They can be contacted on 0118 974 6375.

I trust this advice is of use to you and should you wish to discuss any matter further please do not hesitate to contact Natalie Brown.

Yours sincerely

M L THORP
Principal Development Control Officer

Enclosure: Planning Application Forms



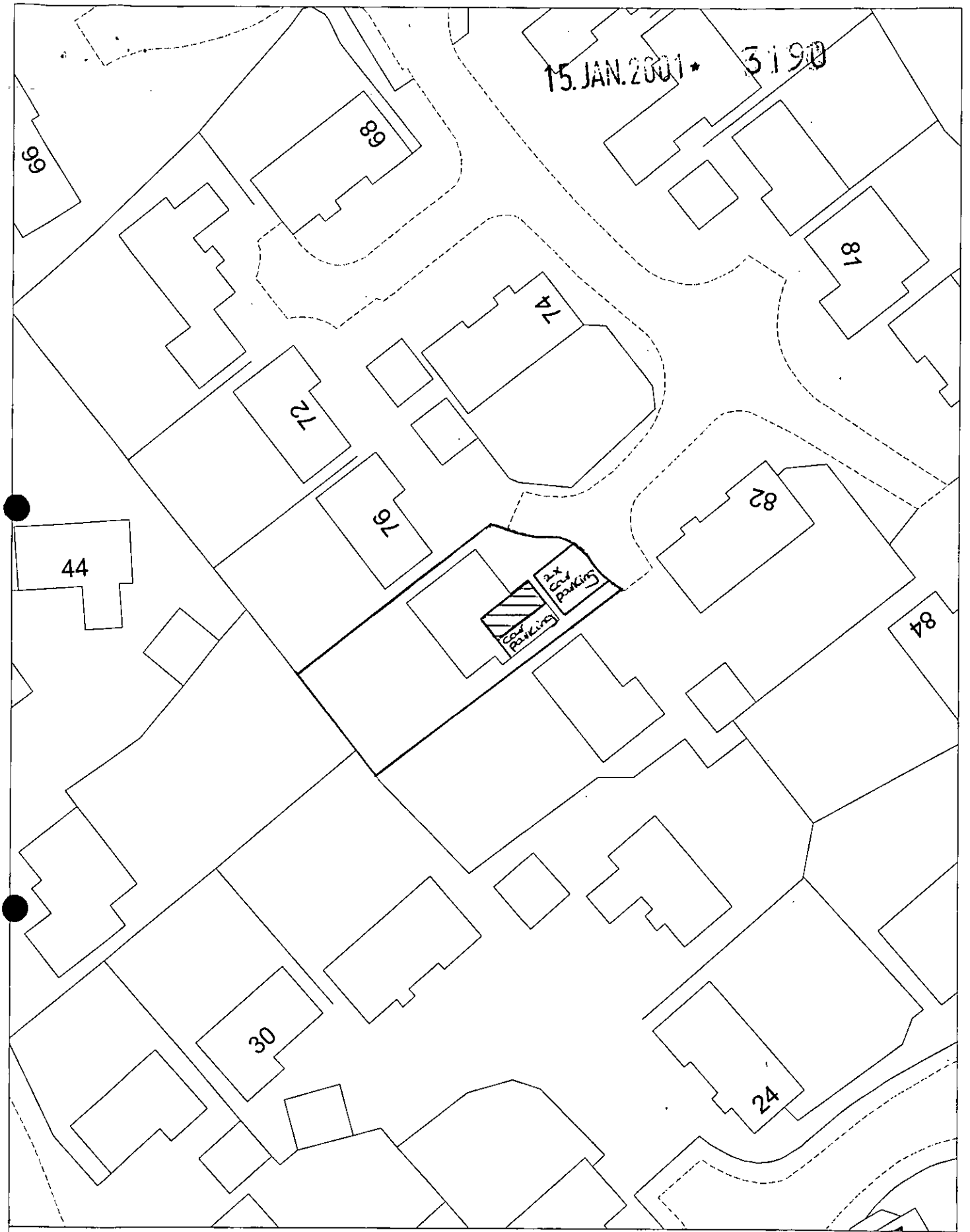
Site Plan, Scale: 1 to 2500

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Date: 8 January 2001

N
W E
S



Site Plan, Scale: 1 to 500

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Date: 8 January 2001

N
W E
S

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date: 15 JAN 2001			
Officer: HP	Application No. F	2001	3190

Map No. 58 Site 004
Easting: ..... Flood Pln .....
Northing: ..... Mineral .....

Level: ☐ **Sub Committee** ☑ **Delegated** ☐ **Sec. State**
☐ **Incorrect Fee** ☐ **Invalid** ☐ **PD**

Description:
(F) PROPOSED CONVERSION OF PART OF GARAGE TO FAMILY ROOM.

Location: 78 DURAND ROAD

Parish: EARLEY Ward: Redhatch.
23.1.01 JB

Applicant: MR | MRS GARROD

PD rights removed.

Fee Received 00-00 Required ..... Additional ..... Refund .....

Enforcement Section to be notified ☐ tick if required

Additional information required for validation

		Reason	Requested	Received
1	1:2500 OS location plan showing property edged in blue/red			
2	1:500 block plan showing existing & proposed dev. + adj. Properties			
3	Forms unsigned			
4	Correct S 66 certificate			
5	Elevation plans			
6	Floor plans			
7	Metric scale disclaimer			
8	Encroachment letter			
9	Miscellaneous			

APPLN NO. _____

ACTION REQUIRED BY DEVELOPMENT CONTROL

Conservation Area .....

Listed Building 1 2 2*

Advertisement Required .....

Date Site Notice Sent 23.01.01 Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control .....
Landscape .....
Trees .....
Conservation Officer .....
Environmental Health .....
Housing .....
Leisure & Cultural services .....
Public Rights of Way .....
Property .....
District Secretary (only if called in by SOS) .....
Policy & Plans .....
Strategic Planning (JSPU) .....
Minerals (INTERNAL) .....
Archaeological Site (BABTIE) .....
Education .....
Social Services .....
Highways ✓ .....

EXTERNAL CONSULTATIONS

Adjacent D P A .....
Adjacent Parish .....
Southern Electricity Board .....
British Gas .....
PSA Oil Pipeline .....
Transco .....
Environment Agency .....

Rail Track .....
Police Arch. Liaison Officer .....

HERITAGE BODIES

The Georgian Group .....
Ancient Monuments Society .....
Council for British Arch. .....
RCHME .....
Telecommunications (NRPB) .....
Sport England .....

OTHERS:

.....
.....
..... No pre-apps .....

NEIGHBOURS:

..... S/N + See map. ✓ .....

Tel: (0118) 974 6492 (Direct Line)
E-Mail: Natalie.Brown@wokingham.gov.uk
Date: 19 January 2000
My ref: NB/MLT/Earley-1B

15. JAN. 2000 7190

WOKINGHAM DISTRICT COUNCIL

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Mrs K. Garrod
78 Durand Road
Lower Earley
Reading
Berks
RG6 5YS

Dear Mrs Garrod,

PROPOSED GARAGE CONVERSION AT 78 DURAND ROAD, EARLEY

I refer to your letter received on the 19 January 2000 with reference to the above.

I can confirm that due to a condition on the original planning permission for your property, your proposal would require planning permission. However, please note that you would be exempt from any application fees payable. Please find enclosed the relevant application forms.

In addition I would advise that you check with our building control section with regard to building regulations. They can be contacted on 0118 974 6375.

I trust this advice is of use to you and should you wish to discuss any matter further please do not hesitate to contact Natalie Brown.

Yours sincerely

M L THORP
Principal Development Control Officer

Enclosure: Planning Application Forms

Environmental Services

For office use only.
Application number: 15.JAN.2001* 3190

Householder planning application form

Please answer all questions in CAPITAL letters.
If any question does not apply to you, put N/A in the space.
Please send six copies of the filled in form and your plans to the address on the front of the folder.
We provide guidance notes to help you fill in the form. If you have any questions, please call Planning Support on 0118 974 6428 or 0118 974 6429.

1	Your name Address and postcode Phone number	MR & MRS C. GARROD 78 DURAND ROAD LOWER EARLEY READING RG6 5YS 0118 9752438
	Agent's Name Address and postcode Phone number	N/A
3	Site We need you to send in six copies of the 1:2500 scale location plan and six copies of the 1:500 scale block plan, with the site outlined in red. You can buy these maps from the Environmental Services reception or order them by phoning 0118 974 6485.	AS ABOVE
4	Give brief details of the proposal for example, two storey side extension. About the application	CONVERSION OF HALF A DOUBLE GARAGE TO FAMILY ROOM
5	Are there any trees on the site? If Yes, please show their positions, spread and species of the trees on the plans. Say which trees you plan to cut down.	Yes ☐ No ☑
6	Please list the external materials you will use for example, red brick to match any existing bricks and dark stained timber.	BRICK TO MATCH EXISTING AND WINDOW TO MATCH EXISTING
7	Will the proposal change the pedestrian or vehicle access to the site? Please show details of the existing access and any proposed changes on the plans.	Yes ☐ No ☑
8	Will the car parking provision at the site be changed? If Yes, please show details of any changes on the plans.	Yes ☑ No ☐

Crystal Mark
Clarity approved by Plain English Campaign

Please turn over

9	How many bedrooms does the property have?	Existing: 4	Proposed: 4
10	Does a public right of way touch the site? If yes, please show the route and any proposed alternative on the plans.	Yes ☐	No ☑

11 Checklist. Please make sure that you enclose the following.

a Six copies of this form signed and dated.

b The fee (We have attached a current scale of fees). If you do not have to pay a fee, please say why below.

PLEASE SEE ATTACHED LETTER

c Six copies of each set of plans and drawings listed below.

- 1:2500 scale location plan with the site outlined in red.
- 1:500 scale site layout plan.
- 1:100 or 1:200 scale floor plans and elevations.

12 Certificate of ownership (Section 66 Town & Country Planning Act 1990)
Please delete either certificate A or certificate B. If neither apply, you must fill in a full certificate which you can get from Environmental Services.

(Owner means a person with a freehold interest, or someone who is a leasehold tenant with at least seven years left on their agreement)

Certificate A

I certify that

- At the beginning of the period of 21 days ending with the date of the application nobody, except the applicant, owned any part of the land which the application relates to.
- None of the land forms part of an agricultural holding.

~~**Certificate B**~~

~~I certify that~~

- ~~I or the applicant has given the necessary notice to everyone else who (at the beginning of the period of 21 days ending with the date of the application) owned any part of the land which the application relates to as listed below.~~

~~Owner's name~~ ~~Address at which the notice was served~~ ~~Date on which the notice was served~~

~~None of the land forms part of an agricultural holding.~~

Your signature: [signature] on behalf of

Date 10.01.01

Please tick this box if you or your husband, wife or partner are employed by Wokingham District Council ☑

ADDRESS 78 DURAND ROAD PARISH EARLEY

PLOT No. 11 ADJ. ~~EARLEY~~ Y - LOWER EARLEY (CORSE LODGE LAND) ORD. SHEET No. SU. 7670 38

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
01945	PYE	LOWER EARLEY DEV.	APP ACCORDING	TO MINUTES
07235	BOVIS	B.F.K.L.T.Y. - DISTR. ROADS	24.11.77	N/A CA
07295	"	TO ALL PHASES	15.12.77	N/A CA
11932	"	DETACHED HOUSE & GARAGE	22.1.79	N/A CA
BR16714	"	"	15.6.81	APP. N/A

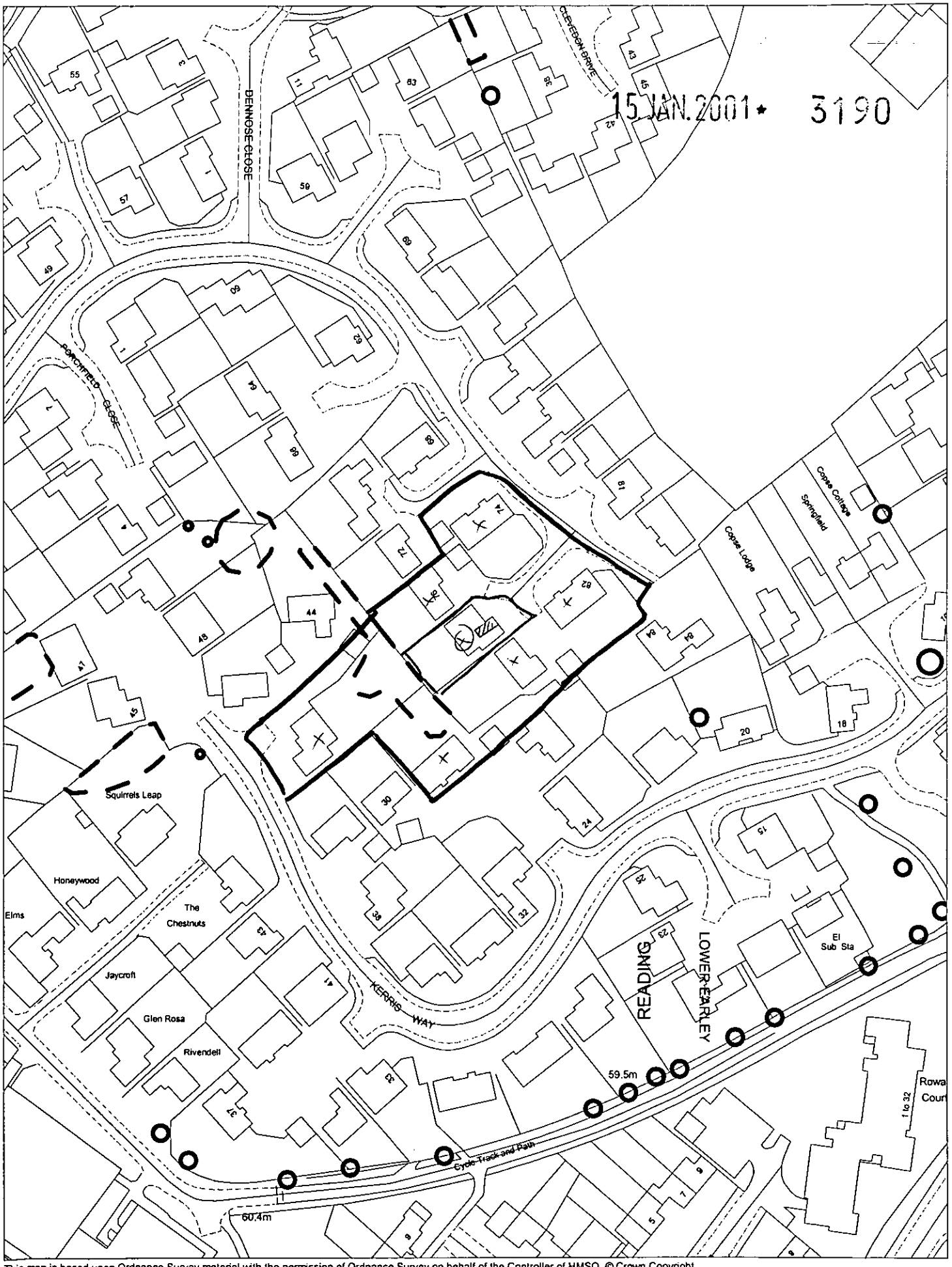
DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS PD Reg - Mrs. Garrod - Conservatory - 19/1/00

DRAINAGE

091074



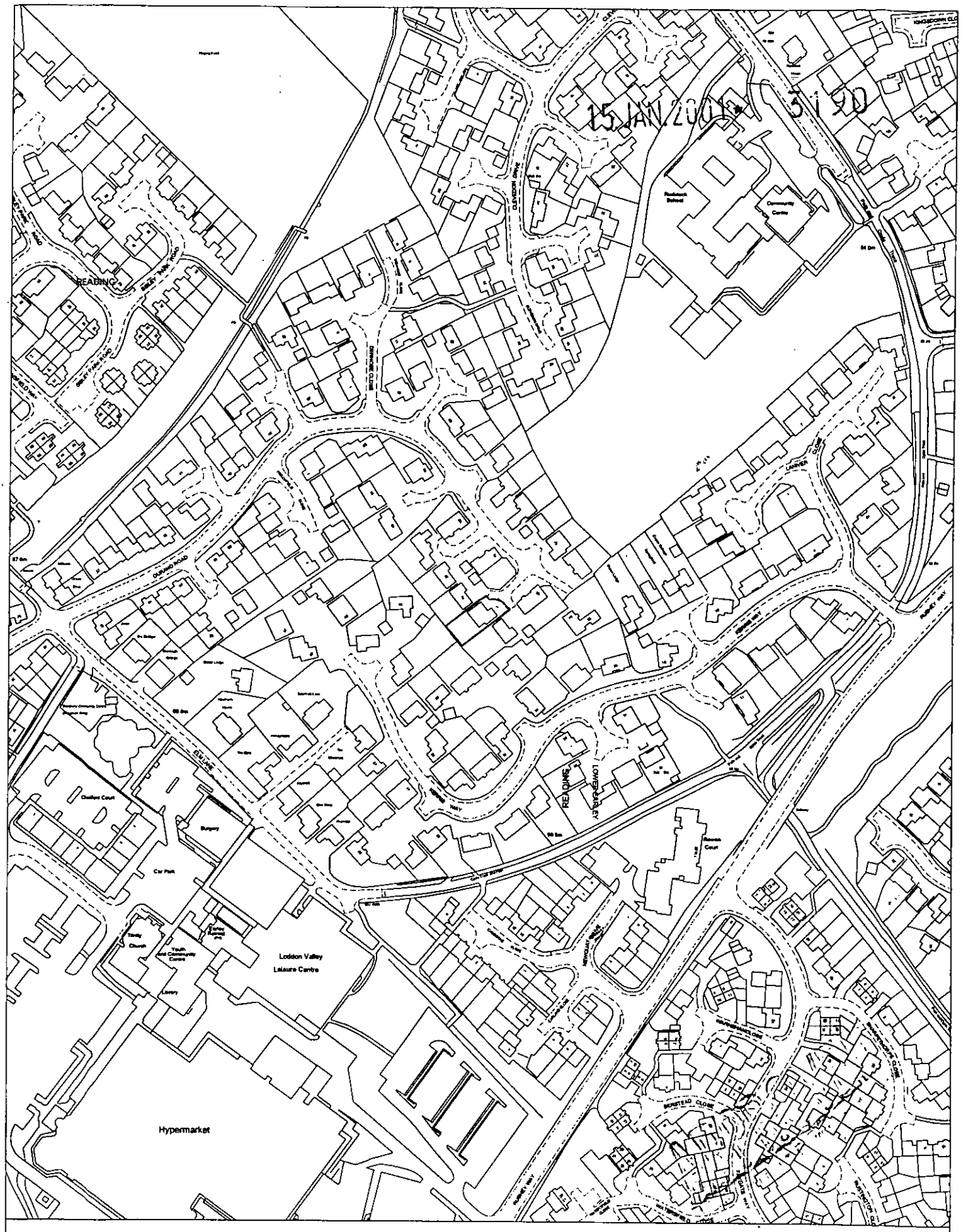
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Development Control Section, Environmental Services, Wokingham District Council.

18 January 2001

Scale: 1 : 1250

N W E S



15 JAN 2001 5 19D

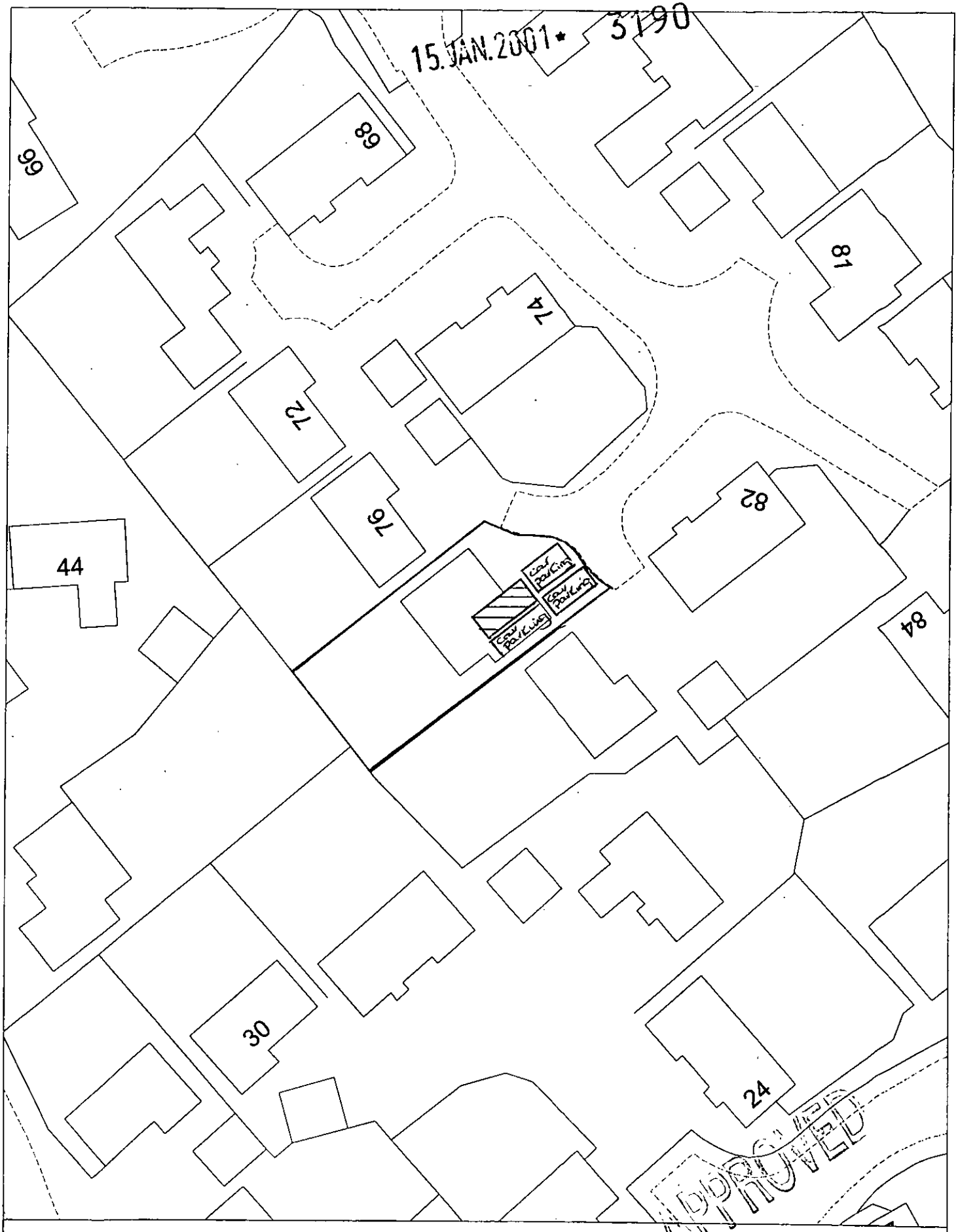
Site Plan, Scale: 1 to 2500

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Date: 8 January 2001

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Site Plan, Scale: 1 to 500

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Date: 8 January 2001

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