APPLICATION NO:

F/2001/3346

LOCATION:

3 Highcliffe Close, Woodley Reading.

APPLICANT:

Mr & Mrs Riley C/O Richard Fenn Designs

PROPOSAL:

Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room.

EARLIEST DATE FOR DECISION: **16/03/2001**

APPLICATION WILL HAVE EXPIRED ON: 04/04/2001

CASE OFFICER: **Farah Humayun**

(FH)

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Mr & Mrs Riley
C/O Richard Fenn Designs
11 Harrier Close
Woodley
Berkshire
RG5 4PE

Application Number: F/2001/3346

Parish: **WOODLEY**

Location: **3, Highcliffe Close, Woodley, Reading.**

Proposal: **Proposed two storey rear extension to dwelling plus conversion of part of garage to utility 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) no additional windows or similar openings shall be constructed in the first floor side elevation of the extension hereby permitted except for any which may be shown on the approved drawing(s).

Condition
4. 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
5. 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.

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 safeguard the residential amenities of the occupiers of neighbouring properties.

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

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

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 Policies OS1 and EN1.
Loddon Area Local Plan Policy LBE1.
Deposit Draft Wokingham District Local Plan Policies WOS3 and WBE1.

John Mitchell
Development Control Manager
Date: 27/03/2001

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.

08 FEB 2001 * 3346

RICHARD FENN DESIGNS LIMITED

11 HARRIER CLOSE, WOODLEY, READING, BERKSHIRE. RG5 4PE.
Telephone : READING (0118) 9691684
Fax : READING (0118) 9628313 E-Mail : RFDL@richardsmail.com

7th February 2001.

Dear Sir/Madam,

REF : Proposed two storey rear extension plus conversion of part of garage into utility room at "Ambleside" 3 Highcliffe Close, Woodley for Mr and Mrs M.Riley.

Please find enclosed a planning application which has been prepared on behalf of our clients Mr and Mrs Riley which consists of the following documentation :-

1. Six copies of the householder planning application forms duly filled out and signed.
2. Six copies of our drawing no. MR.10.
3. A copy of the ownership certificate Part A duly filled out and signed.
4. Six copies of a 1:500 and 1:1250 location\block plans recently purchased from your offices.
5. A cheque to the value of £95.00p which we believe is the correct planning fee for a proposal of this type.

Finally we hope you have enough information in order to process the application however should you require any further information or clarification please do not hesitate to contact the writer on the telephone number above.

Yours Faithfully

Richard H.Fenn

Planning Department
Wokingham District Council
P.O.Box 157
Council Offices
Shute End
Wokingham.
Berkshire
RG40 1WR.

COPY : Mr and Mrs Riley

ESTABLISHED 1986.
COMPANY REGISTRATION NO. 3396306
V.A.T. NO. 533 3395 51

HIGHWAYS CONSULTATION SHEET

From: Farah Humayun **Date:** 20 February 2001

Application Number: F/2001/3346

Proposal: Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room.

Parish: WOODLEY TOWN

Site Address:
3, Highcliffe Close, Woodley, Reading.

Applicant:
Mr & Mrs Riley C/O Richard Fenn Designs.

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).

C049, R049.
C122, R122.

DELEGATED

Signed: _____ **Print name:** Adam Coggins 22/02/01

TO: **DEVELOPMENT CONTROL**
Farah Humayun

FROM: Environmental Design

DATE: 27 February 2001

Location:	3 Highcliffe Close, Woodley, Reading
Proposal:	Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room.
Application Number:	F/2001/3346

In response to your consultation dated 20 February 2001 for the above application, the landscape comments are as follows:

I have no objection the proposals. Although the two trees in the rear garden are protected by a TPO they are far enough away as to not be affected by the construction of the new extension.

Catherine Brimble

Catherine Brimble
Landscape Architect

Realised

DEVELOPMENT CONTROL/BUILDING CONTROL CHECKLIST

CHECKLIST WHEN A BUILDING REGULATION APPLICATION HAS BEEN RECEIVED.

SITE DETAILS		CASE OFFICER
PLANNING APPLICATION NUMBER	3346	FH
BUILDING CONTROL NUMBER	KP2001/1767	Howard
~~APPLICANT~~/AGENT	Richard Fenn Designs	
ADDRESS OF SITE	Ambleside 3. Highcliffe Close WOODLEY.	
DESCRIPTION OF PROPOSED WORK	2 storey rear ext + part garage conversion	

DRAWING NUMBERS	BC	DC
BLOCK PLAN	MR10A	MR10
ELEVATIONS	—	—
FLOOR PLANS	—	—

CHECKLIST	1ST CHECK	2ND CHECK
PERMITTED DEVELOPMENT		
APPLIC. NECESSARY-NOT RECEIVED		
APPLIC.RECEIVED & APPROVED	27/3/01	
APPLIC.RECEIVED-NO DECISION		
APPLIC.REFUSED		
DIFFERENCES BETWEEN DC/BC DRAWINGS	None	
IF YES, WHAT ARE THE DIFFERENCES ?	—	
DATE	10/5/01	

Not in System Not with Farah for clearing etc. Wait + see if it turns up. CO 10/5/01

	REQUESTED	RECEIVED	REMINDER
[illegible]			
[illegible]			
PLANNING APPLIC.REFUSED			
WAIT FOR PLANNING DECISION			

COMMENCED ON SITE	
PLANNING DECISION	
NO PLANNING APPLICATION	

WORK SHEET FOR : Farah Humayun

Application Number : F/2001/3346

Applicant : Mr & Mrs Riley C/O Richard Fenn Designs.

Location : 3, Highcliffe Close, Woodley, Reading.
Proposal : Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room.

Site Notice Displayed ? :

YES	NO	DATE
✓		13/03/01

Date of Neighbour Notifications : .....

Date of Site Visit : 13/03/01

Date Registered : 07/02/2001

Earliest Date for Decision : 16/03/2001

Latest Consultation Date/Site Notice Expiry Date : 16/03/2001

This application will have expired on: 04/04/2001. 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 :

WOODLEY TOWN COUNCIL - Asked for neighbours comments of No. 2 to be taken into account.

ENVIRONMENTAL DESIGN - No objection

HIGHWAYS - Rec. approval subject to conditions.

Planning Issues :

* IMPACT UPON NEIGHBOURING PROPERTIES
* IMPACT UPON HIGHWAY SAFETY.

Application Number: F/2001/3346

Appraisal :

IMPACT UPON NEIGHBOURING PROPERTIES

The app. being considered is prop. two storey rear extension to dwelling plus conversion of part of garage to utility room. The prop exten is set 2 metres below the existing ridge height.

The prop extends 1.4m forward of exstg rear elevation of garage to form a bay window design. As the extension is set to the side of existing garage it is not considered that the prop will have an adverse impact upon the residential amenity of No 2 Highcliffe Close. There are no existing side facing windows to No 1. There exists a rear property with flank wall facing rear elevation of No 3. However there is a distance of approx 20 metres and high conifers exist on the rear boundary.

It is therefore considered that the prop. dev will not have an adverse impact upon the residential amenity of neighbouring properties.

IMPACT UPON HIGHWAY SAFETY

The Highway Authority are satisfied that with the conversion of part of garage to utility room there is provision of sufficient parking on site.

Recomendation : Approval: ☑ **Refusal:** ☐
(tick appropriate box)

Application Number F/2001/3346
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	C001	R001	
2	C014	R014	
3	C044	R044	FIRST FLOOR SIDE ELEVATION OF EXTENSION
4	C049	R049	
5	C122	R122	

RECORD OF SITE VISIT

SITE ADDRESS: 3 Highcliffe Close Woodley Reading.

APPLICATION NUMBER: F/2001/3346

OFFICER: Farah Humayun

DATE OF SITE VISIT: 13/03/01

1 SITE/STATUTORY NOTICE DISPLAYED ? Y

2. DESCRIPTION OF SURROUNDINGS

R&J - LARGE DETACHED PROP.

3. DESCRIPTION OF SITE/BUILDING

DETACHED WITH ATT GARAGE (DOUBLE)

4. RELATIONSHIP TO ADJOINING PROPERTIES

NO 4 - SET BACK FROM NO 3 - NO SIDE FACING WINDOWS
1.8 M CB FENCE TO BOUNDARY, CONSERVATORY EXISTING TO REAR,
NO 2 - GARAGE ON BOUNDARY - IN LINE WITH NO 3 - NO SIDE FACING WINDOWS.
TO REAR - FRANK WALL FACING AT FAIR DISTANCE - 2 FIRST FLOOR WINDOWS
HIGH CONIFERS.

5. SITE CONSTRAINTS

TREES

ACCESS/PARKING

LEVELS

BOUNDARY TREATMENT

OTHERS

ADDITIONAL NEIGHBOUR CONSULTATION SHEET

APPLICATION NUMBER: F/2001/3346
CASE OFFICER: Farah Humayun

ADDRESS OF ADDITIONAL NEIGHBOUR CONSULTATION	NUMBER OF DAYS FOR RESPONSE	DATE LETTER ISSUED (for Admin use)

FROM: Farah Humayun

DATE: 20 February 2001

WOODLEY TOWN CONSULTATION SHEET

Application Number: F/2001/3346

Proposal: Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room..

Site Address: 3, Highcliffe Close, Woodley, Reading.

Applicant: Mr & Mrs Riley C/O Richard Fenn Designs.

Your observations are required in respect of this application **by 16/03/2001** .

The committee agreed to make no comment but particularly asked that any comments from neighbours at No. 2 be taken into account.

DELEGATED

SIGNED: Steve Keenan DATE: 8.3.01.

Clerk To Woodley Parish/Town Council.

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

Tel: 0118 974 6482

Date: **20 February 2001**

My ref: F/2001/3346

CONFIDENTIAL

Councillor Dredge
67 Welford Road
Woodley
RG5 3QS

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/2001/3346
3, Highcliffe Close, Woodley, Reading.
Proposed two storey rear extension to dwelling plus conversion of part of garage to utility 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 **Farah Humayun** on **0118 974 6482.**

Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Farah Humayun** Application Number: **F/2001/3346**
3, Highcliffe Close, Woodley, Reading.
Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Dredge

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

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

Tel: 0118 974 6482

Date: **20 February 2001**

My ref: F/2001/3346

CONFIDENTIAL

Councillor Lennard
8 Headley Close
Woodley
RG5 4SF

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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Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Farah Humayun** Application Number: **F/2001/3346**
3, Highcliffe Close, Woodley, Reading.
Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Lennard

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

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

Tel: 0118 974 6482

Date: **20 February 2001**

My ref: F/2001/3346

CONFIDENTIAL

Councillor McCann
5 Seaford Gardens
Woodley
RG5 3LN

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/2001/3346
3, Highcliffe Close, Woodley, Reading.
Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room.

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If you have any questions please do not hesitate to contact **Farah Humayun** on **0118 974 6482**.

Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Farah Humayun** Application Number: **F/2001/3346**
3, Highcliffe Close, Woodley, Reading.
Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor McCann

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

Received by Wokingham District Council

Application No: F/2001/3346

Proposal:
Proposed two storey rear extension to dwelling plus conversion of part of garage to utility room.

Location:
3, Highcliffe Close, Woodley, Reading.

The application is available for inspection at Wokingham District Council's offices during the following times:

PLANNING DEPARTMENT, SHUTE END, WOKINGHAM TEL (0118) 974 6428
8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday

WOODLEY LIBRARY HEADLEY ROAD WOODLEY (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 (see details above) please allow 4 days from the date of this notice for delivery of plans.

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Farah Humayun P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 16/03/2001. 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 Planning and Transportation

20 February 2001

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date:	07 FEB 2001
Officer: FH	Application No. F/2001/3346

Map No. 37 **Site** ...0.05.....
Easting: ..... **Flood Pln** .....
Northing: ..... **Mineral** .....

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

Description:
(F.) PROPOSED TWO STOREY REAR EXTENSION TO DWELLING PLUS CONVERSION OF PART OF GARAGE TO UTILITY ROOM

Location: 3 HIGHCLIFFE CLOSE

Parish: WOODLEY Ward: CORONATION ✓ 2012

Applicant: MR/MRS RILEY

Fee Received 95-00 Required ..... Additional ..... Refund .....

Enforcement (2) 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 : ..... Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control .....
Landscape .....
Trees TPO on site. ✓ 20/2 .....
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 ✓ 20/2 .....

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

.....
.....
.....
.....
.....
.....
.....
.....
.....

1933

ADDRESS 3 HIGHCLIFFE CLOSE PARISH WOODLEY

PLOT No. 3 (DUTHELD HOUSE) ORD. SHEET No. SU-7674 3

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decisi
42699	BEWLEY HOMES	DEM. DUTHELD HOUSE - 11 HOUSES (ACCESS ALDERLEY CLOSE)	3.8.94	RE
43554	"	DET. HOUSE & GARAGE	1.2.95	C/A
TP95/3387	"	"	4.5.95	C/APP

MINISTRY DECISION TPO 224/83

SPECIAL ORDERS TPO 670/94 WILL NOT BE CONFIRMED TPO 832/96

Environmental Services

For office use only.
Application number: 07.FEB.2001 3546

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	MR & MRS RILEY
	Address and postcode	AMBLESIDE 3 HIGHCLIFFE CLOSE WOODLEY BERKS. RG5 4RE
	Phone number	0118-9441137
2	Agent's Name	RICHARD FENN DESIGNS LTD
	Address and postcode	11 HARRIER CLOSE WOODLEY BERKSHIRE
	Phone number	0118-9691684
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.	3 HIGHCLIFFE CLOSE WOODLEY BERKS.
4	Give brief details of the proposal for example, two storey side extension. About the application	TWO STOREY REAR EXTENSION PLUS CONVERSION OF PART OF GARAGE INTO UTILITY 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.	ALL AS 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

1305B

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.		
	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

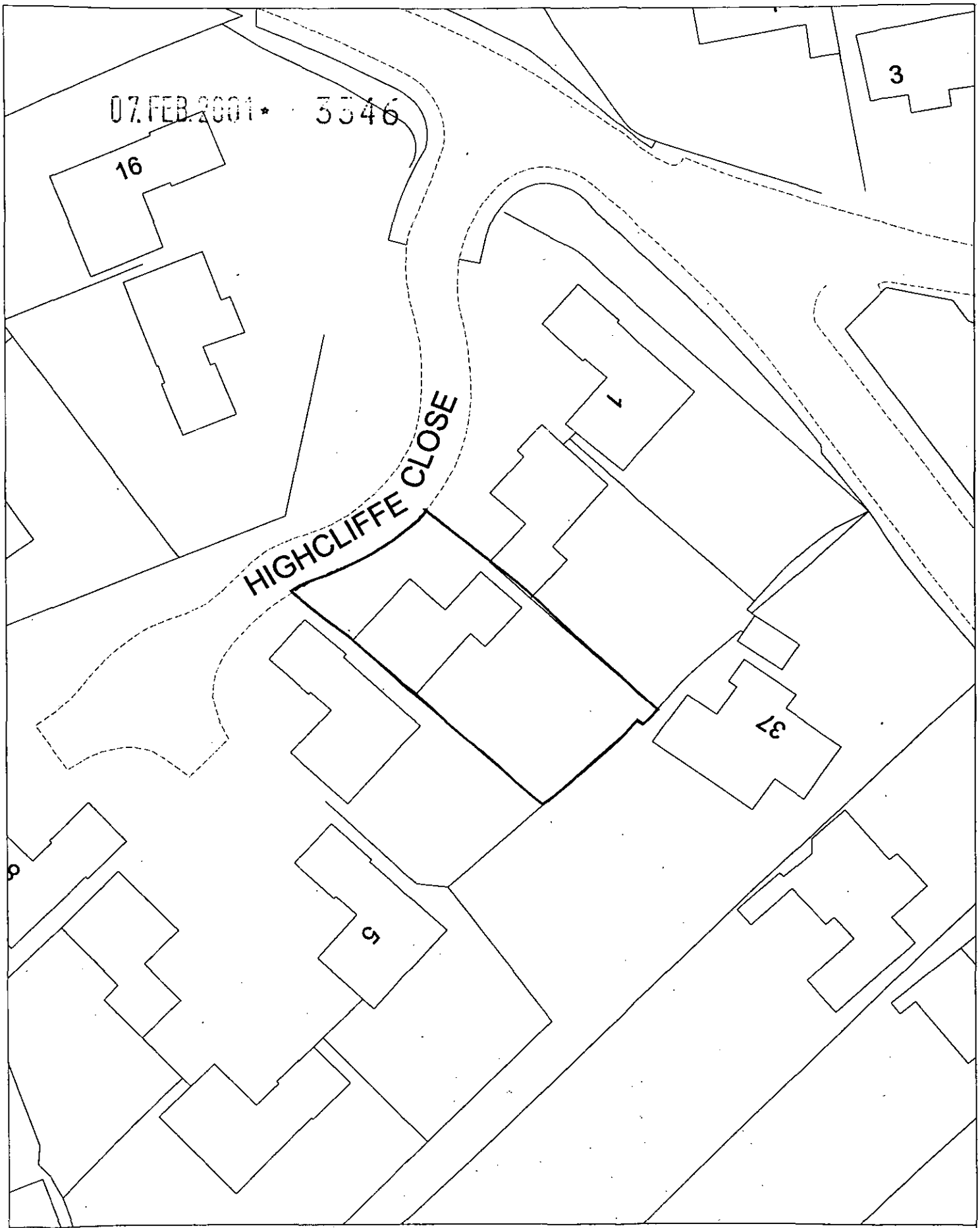
None of the land forms part of an agricultural holding.

Your signature: [signature]

on behalf of MR & MRS M. RILEY.

Date 7/2/08

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



Site Plan, Scale: 1 to 500

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Date: 7 February 2001

N
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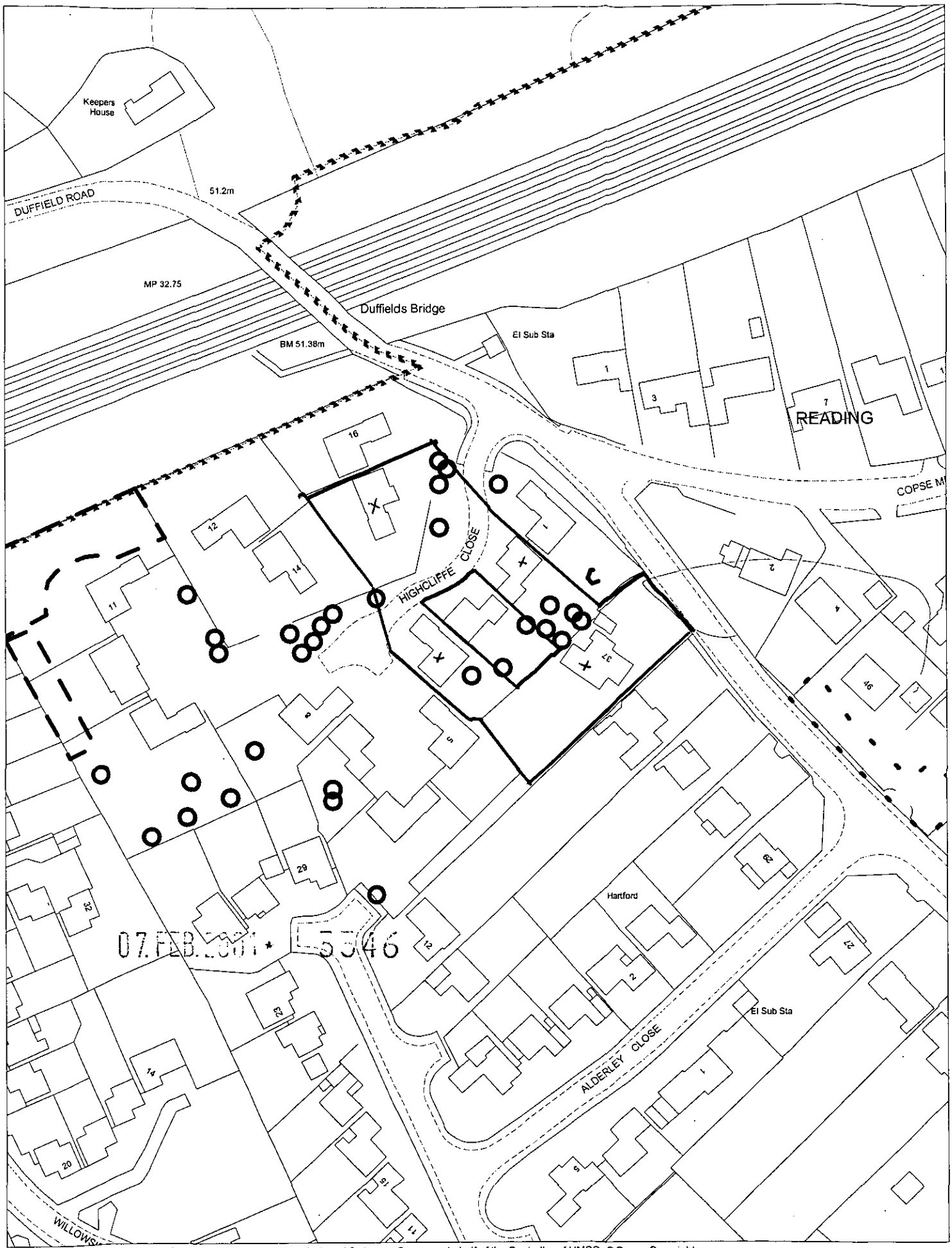

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Development Control Section, Environmental Services, Wokingham District Council.

13 February 2001

Scale: 1 : 1250

N W E S



Site Plan, Scale: 1 to 2500

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Date: 7 February 2001

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