

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	250660
Site Address:	38 Parsley Close, Earley, Wokingham, RG6 5GN
Expiry Date:	22 May 2025
Site Visit Date:	15 April 2025
Proposal: Householder application for the proposed garage conversion and changes to fenestration.	

PLANNING CONSTRAINTS/STATUS

Scale and Location of Development Proposals – Major Development Location (Earley)
Landscape Character Assessment Area

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 CP6 – Managing Travel Demand CP7 – Biodiversity 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 TB21 – Landscape Character TB23 – Biodiversity and Development
Other	Borough Design Guide Supplementary Planning Document

PLANNING HISTORY

Application No.	Description	Decision & Date
041548	Proposed two storey side extension to dwelling.	Approved – 05 April 2004.

CONSULTATION RESPONSES

Internal

WBC Highways – Request further information before determination.

Officer comments: This will be discussed in the Highways section of the report.

WBC CIL – No comments received.

External

None consulted.

REPRESENTATIONS

Parish/Town Council	No objection subject to the following condition: The garage conversion hereby approved shall only be used incidental to the host dwelling and shall not be let as a separate unit of accommodation. Officer comments: This is noted by officers and a condition on the decision notice is recommended for this.
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL**Site Description:**

The application site is a two-storey detached house along Parsley Close in the town of Earley. The close is made of a variety of housing types including bungalows, detached and semi-detached houses. The houses are set back from the road with small front gardens, driveways and garages attached to the side.

The host dwelling is made out of brick, has a tiled roof and a double detached garage. The property also has a raised front garden and a wrap round rear garden with a conservatory. The driveway has enough room for the parking of three cars.

Proposal:

The application is for the proposed garage conversion into habitable accommodation. The room will be used as a secondary space such as a daytime living room or recreational area with their own cats. The room will have facilities such as a tap and sink, shower and WC. The room will be for incidental use to the enjoyment of the main house.

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.

Design and Character of the Area:

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.

The Borough Design guide does not specifically refer to garage conversions. However, it does talk about garages and parking in a general aspect and how they should be positioned. It specifically states,

“Where a garage is to be converted into a room, then the parking space will need to be replaced.”

This will be discussed later in the Highways section of the report.

The proposal would see no changes to the existing house. The proposal will see the two garage doors at the front replaced with windows. The proposal will also include the installation of bifold doors out into the garden and the erection of a rear window which will also overlook the garden. The windows and doors will be made out of UPVC and should match the house in terms of appearance and design. The walls will be made out of brick and should match the house in terms of appearance and design. The proposed external finish materials should match the existing external finish materials.

Along Parsley Close the majority of the houses have attached side garages. However, there are examples of garage conversions being undertaken on nearby properties such as no. 2 Tamarind Way, Earley which was approved and implemented (WBC Ref. 140632).

As the majority of the works proposed are focused on internal alterations there would not be an impact on the surrounding area/street scene in visual terms. It would be necessary to request a condition on the use of the external materials to match the existing dwelling.

Overall, the proposal is considered acceptable in terms of design and character of the area and is in accordance with policy CP3.

Neighbouring Amenity:

Policy CP3 states that the development should not have a detrimental effect on the amenities of adjoining land users.

Overlooking:

There will be no overlooking concerns, as the windows at the rear of the extension overlooks straight out into the owner’s garden. The garage door being replaced with a window will look straight out onto the road. As most of the changes to the garage are internal there will be no overlooking implications.

Loss of Light:

The proposed development would not result in loss of light to neighbours above and beyond the pre-existing layout as the proposal is not resulting in an increase in the footprint above and beyond the existing built form.

Overbearing:

There will be no overbearing concerns above and beyond the pre-existing-built layout. As the proposed development is not increasing the built footprint, there will be no overbearing impacts to neighbours.

Highway Access and Parking Provision:

Policy CP6 states that development should not cause highway problems. Policy CC07 states that sufficient parking should be provided on site as a result of the development.

The WBC Highways team reviewed the proposal. The Highways team concluded that they required further information before determination. The Highways team has no objection in the principle on the basis that the proposed outbuilding will remain ancillary to the main dwelling.

The Highways team went on further to say that the proposal will remove a double garage. A revised plan is requested which indicates three driveway parking spaces within the red line, and without impact on the adjacent private access. All parking spaces shall have minimum dimensions of 5.0m x 2.5m.

The agent provided a revised site plan which shows three driveway parking spaces within the red line which will be retained. The WBC Highways team responded back that the revised plan demonstrates parking available within the red line and as a result of the revised plan being provided, they have no objection to the proposal.

Amenity Space:

As the proposal will include no increase in the built footprint the application sites amenity space will not change. The garden space will be retained.

Conclusion:

Taking all the above into consideration, the proposal is deemed acceptable in relation to national and local policy and therefore 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, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief. 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 subject to the following conditions: 1. Time Limit 2. Approved Plans 3. Materials and specified 4. Garage to stay ancillary to the existing house.
Date:	29 April 2025
Earliest date for decision:	17 April 2025

Recommendation agreed by: (Authorised Officer)	
Date:	29/04/25