

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260060
Site Address:	22 Copse Mead, Woodley, Wokingham, RG5 4RP
Expiry Date:	2 April 2026
Site Visit Date:	5 March 2026
Proposal: Householder application for the proposed erection of a single storey front extension and canopy roof following demolition of the existing single storey front extension, plus part conversion of the garage, installation of a front dormer and 3no.rooflights.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP2 – Inclusive Communities CP3 – General Principles for Development CP6 – Managing Travel Demand
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
N/A	N/A	N/A

CONSULTATION RESPONSES

Internal
WBC CIL – No comments received
External
None consulted

REPRESENTATIONS

Parish/Town Council	No Objection.
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description:

The application relates to a detached dwelling located within the defined settlement of Woodley. The site is situated within an established residential area, characterised by a mix of detached and semi-detached properties set within relatively spacious plots.

The proposal seeks permission for the erection of a single-storey front extension and canopy roof following the demolition of the existing single-storey front extension. It also includes the part conversion of the existing garage to habitable accommodation and the installation of a front dormer.

Proposal Description:

This application seeks approval for the proposed erection of single storey front extension and canopy roof following demolition of the existing single storey front extension, plus part conversion of the garage and installation of a front dormer.

The proposed front extension would protrude approximately 2.14 metres from the dwelling's frontage and would have a gable roof form over the canopy. The proposed dormer would be sited on the dwelling's front roof slope and would have a hipped roof form, with the rooflights sitting to the dormer's immediate right when viewed from the frontage.

The part garage conversion is limited in nature and only involves the conversion of a small section of the second garage bay's floorspace, to create an extension to the existing ground floor bathroom. The existing garage doors would be unaffected.

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:

CP1 of the Core Strategy states that the proposed external alterations should maintain the high quality of the environment.

CP3 of the Core Strategy states that the proposed external alterations should be of appropriate scale, mass, bulk, height, materials and of high-quality design.

The surrounding dwellings along street scene are predominantly detached residential properties set within generous plots and layouts that do not adhere to a uniform building line.

The single storey front extension is a modest addition to the dwelling's frontage and its protrusion from the building line would not be visually prominent in the street scene. As such, it would have an acceptable impact on the character of the area.

The first-floor front dormer would comply with the Borough Design Guide insofar that it would be set back from the sides and ridge line of the roof. It would be a modest addition to the frontage that would not be visually prominent, and the fact it would be located on a street scene with little architectural uniformity leads to the conclusion that it would be sufficiently in-keeping with the area.

The 3no. rooflights proposed would have a negligible visual impact on the character of the area due to their minimal protrusion from the roof slope. As such, their impact on the wider character of the area would be acceptable.

The garage conversion would have no visual impacts on the street scene as the works are purely internal.

The proposed development is therefore considered to be in keeping with the character of the streetscape and would not appear out of place within its setting. As such, the proposal accords with Policies CP1 and CP3 of the Core Strategy and the guidance contained within the Borough Design Guide.

Neighbouring Amenity:

CP3 of the Core Strategy requires new development to be constructed without detriment to neighbouring amenity.

Overlooking:

The proposed alterations include the addition of three rooflights to the front elevation, a window on the side elevation and a dormer extension on the front elevation. The front door would also be repositioned.

However, given the generous separation distances (50.21 metres to the adjacent dwelling) between dwellings in the area, combined with the fact that the majority of the development takes place at ground floor level, it is not considered that the proposal would give rise to any overlooking issues. Furthermore, as the main openings are rooflights, they would not afford direct views towards neighbouring properties, thereby limiting any potential impact on residential amenity.

Overall, the proposal would not result in overlooking or loss of privacy, given the design, scale and the separation distances between neighbouring properties.

Loss of Light and Overbearing:

The proposed extensions are modest in scale and appropriate in terms of their form, proportions and design. As most elements of the development are single storey, the proposals would not result in an overbearing impact or an unacceptable loss of light to neighbouring properties.

Highway Access and Parking Provision:

The number of habitable rooms would remain unchanged. While the proposal includes a partial conversion of the garage, the parking plans demonstrate that adequate on-site parking can be maintained. The porch extension represents a minor alteration to the front elevation and would not impact the existing driveway.

Flooding and Drainage:

The site is located within Flood Zone 1 and at low risk of surface water flooding. As the proposals result in very limited increases in ground floor development, there are no concerns on these grounds.

Landscape and Trees:

There are no anticipated impacts on existing vegetation.

Ecology:

The site lies within an area of bat roost potential. Preliminary ecological appraisal found the dwelling to have low suitability overall, with only limited potential roosting features identified.

The proposed development includes a dormer extension involving roof works; however, these works will not affect the features identified as having potential for roosting bats, which are located on other elevations. The proposal is unlikely to adversely affect bats and therefore no further surveys are considered necessary.

Conclusion:

For the reasons set out above, the proposal is acceptable as it accords with the Development Plan.

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:	24 March 2026
Earliest date for decision:	26 February 2026

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	27.03.2026

PLANNING CONSTRAINTS/STATUS

Scale and Location of Development Proposals | Total count: 1

- 1 Major Development Locations Woodley

Bat Roost Habitat Suitability | Total count: 4

- | | | |
|---|---|------------------------|
| 1 | Bat survey required for planning applications that involve roof modification or demolition.QD574
Infrastructure Team | Ecology Officer, Green |
| 2 | Bat survey required for planning applications that involve roof modification or demolition.QD575
Infrastructure Team | Ecology Officer, Green |
| 3 | Bat survey required for planning applications that involve roof modification or demolition.QE574
Infrastructure Team | Ecology Officer, Green |
| 4 | Bat survey required for planning applications that involve roof modification or demolition.QE575
Infrastructure Team | Ecology Officer, Green |

Great Crested Newt Impact Risk Zones | Total count: 2

- 1 Great Crested Newt Impact Risk Zone Green Consult NatureSpace for Major developments only
- 2 Great Crested Newt Impact Risk Zone AmberFor Householder applications check HH Layer. Consult NatureSpace for all other types of development

Landscape Character Assessment 2019 | Total count: 1

- 1 Landscape Character Assessment 2019 Woodley-Earley Settled and Farmed Clay