

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261252
Site Address:	15 Carlton Close, Woodley, Wokingham, RG5 4JS
Expiry Date:	17 July 2026
Site Visit Date:	6 July 2026
Proposal: Householder application for the proposed erection of a single-storey rear extension with a parapet flat roof plus the addition of 2no. roof lights.	

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 CP7 – Biodiversity CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits TB06 – Development of Private Residential Gardens
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy SS4 – Development within or adjacent to minor settlements H12 – Residential development of existing private gardens
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 Digital Solutions Scanning- No comments received

External

None consulted

REPRESENTATIONS

Parish/Town Council	Woodley Town Council raise no objection
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description: This application site relates to a two-storey semi-detached property in the residential area of Woodley Wokingham. The site is surrounded by dwellings of similar design and character.

Proposal: This application seeks permission for the proposed erection of a single-storey rear extension with a parapet flat roof plus the addition of 2no. roof lights. The proposed extension is approximately 3.5 meters in depth, 3 meters in height and 13 meters in width. As part of the proposal the rear of the existing garage will be demolished and replaced as part of the rear extension. The development as a whole will accommodate a kitchen and garage space.

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: Policy CP3 of the Core Strategy states that developments are of appropriate scale of activity, mass, layout, built form, height, materials and character to the area together with a high quality of design without detriment to other adjoining land users. R1 of the Borough Design Guide SPD requires that development contribute positively towards and be compatible with the historic or underlying character and quality of the local area.

As aforementioned, the proposed single storey rear extension will accommodate a new kitchen, and reconfiguration of the existing garage. The Borough Design Guide (BDG) states that alterations and extensions to buildings should be well designed, respond positively to the original building, contribute positively to the local character, and relate well to neighbouring properties. Furthermore, rear extensions should not project more than four meters from the main rear wall when they are close to a side boundary.

The extension itself will be set down from the eaves and will incorporate a flat roof design along with 2. No rooflights. The extension will project approximately 3.5 meters from the rear wall, therefore complying with the Borough Design Guide (BDG) in relation to rear extensions that are close to the boundary of another dwelling. Whilst

the rear extension is built out to the boundary line of No.14 Carlton Close, the extension follows the established building line and there are no windows proposed on the side elevations, thereby avoiding any overlooking concerns.

As aforementioned, part of the existing garage to the rear would be demolished to facilitate the proposed extension. As a result, the orientation of the garage would change, and a gap of approximately 0.30 metres would be introduced between No.15 and the neighbouring dwelling at No. 16 Carlton Close. As a gap would be introduced, the proposed development would retain a level of spacing between dwellings, thereby contributing to a sense of space and providing a level of amenity space. This would contribute in reducing the perceived visual bulk of the development.

The proposal also incorporates materials that will match the host dwelling, therefore softening the appearance of the extension. Given the modest size of the site, the proposed development would appear as a sympathetic and subservient addition to the host dwelling.

Therefore, the proposed development is considered acceptable and will have an acceptable impact on the character of the street scene. The proposal is therefore in accordance with policies CP1 and CP3 of the Core Strategy and the advice and guidance contained in the Borough Design Guide

Neighbouring Amenity: Paragraph 135(f) of the National Planning Policy Framework (NPPF) requires development to secure a “high standard of amenity for existing and future users”. This is reinforced by Policy CP3 of the Core Strategy, which requires development to be of an appropriate scale, mass, layout and height, and to achieve a high quality of design without detriment to the amenities or quality of life of adjoining occupiers.

The proposed rear extension is single storey and modest in scale. As noted above, whilst it extends to the boundary line of the west elevation, no windows are proposed on either of the side elevations of the proposed development, thereby avoiding any overlooking concerns.

Overall, having regard to its modest height, scale and relationship with neighbouring properties, the proposal would not result in unacceptable harm to neighbouring amenity by reason of overlooking, loss of light or overbearing impact.

Highway Access and Parking Provision: The proposed block plan shows two spaces for vehicles. There is no change in level of driveway parking available, and no off-street parking is proposed. As a result, the proposal does not impact parking or access provisions, therefore, no objection from Highways have been raised.

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.

Conclusion: For all the above, the proposal is acceptable, and the application is recommended for approval.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approve
Date:	10 July 2026
Earliest date for decision:	16 June 2026

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	17.07.2026