

ADDENDUM STATEMENT: PROACTIVE SITE PARKING CONTEXT & BEFORE/AFTER PROVISION

Site: 5 Matthews Close, Earley, Wokingham, RG6 7EQ

Proposal: Conversion of existing integrated garage into a habitable room (Study)

Date: 16 August 2026

1. Purpose

This short addendum is submitted proactively to provide clear permanent site context for both the case officer and the highways team. It ensures evaluation is based on the normal operational baseline of Matthews Close, rather than any temporary conditions that may have been observed during the recent site visit.

2. Temporary Works Currently Taking Place

Photographs of the close at present show active internal fitting-out and building works at No. 2 Matthews Close. These include:

- A contractor van (Mercedes Sprinter NA69 PZM) parked on the private driveway.
- A yellow waste skip, stacked materials, timber, sawhorses, tools and debris temporarily occupying the frontage and driveway area.
- The garage door at No. 2 open with materials stored inside.

Works are in their final stages, started March/April – 2026 with full demobilization expected by late September / early October 2026. Under normal residential conditions the close accommodates routine parking while maintaining functional access and maneuvering space. The temporary arrangement visible in the recent site photographs does not represent the permanent baseline capacity or layout of Matthews Close.

3. Comparative Parking Provision - Net Neutral

The proposal produces zero net loss of policy-compliant off-street parking when assessed against Wokingham Borough Council's adopted standards (Parking Standards Study Report, October 2011, §3.2.13 and §4.4):

- Adopted garage standard for a usable space: 6.0 m × 3.0 m internal minimum with a clear door opening of 2.4 m wide × 2.1 m high.
- Existing garage (to be converted): 5.425 m length (tapering to approximately 4.7 m at the narrower side) × 2.625 m internal width; clear door opening 2.10 m wide × 2.14 m high. It fails the length, width and door-width minima and is therefore not counted as a policy-compliant parking space.
- Pre-conversion: 1 compliant space on the private driveway (5.20 m × 2.775 m - exceeding the adopted 4.8 m × 2.4 m bay standard).
- Post-conversion: 1 compliant space retained on the same private driveway.

Net operational impact: zero change in policy-compliant provision.

4. Highways Separation and Scheme Merits

- Neither the existing arrangement nor the proposed conversion relies on parking, stopping or maneuvering within the shared surface of Matthews Close or the Condition 5 turning head.
- The retained driveway is wholly within the curtilage, self-contained, and has operated safely as the dwelling's primary parking space since 2008.

- Evaluated on its permanent design, the scheme maintains a 1-for-1 compliant parking replacement on private land and introduces no permanent impact on localised parking pressure or highway safety.

The applicant remains ready to discuss any further points or to facilitate a joint site meeting if helpful.

Attached photos for reference.







