

Date: 3 October 2025
Application: 252304



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

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Dear WBC Highways,

Householder Consultation

Application Number: 252304

Applicant: MR & MRS Seely

Site Address: Hollyville, Croft Road, Spencers Wood, Wokingham, RG7 1DR

Parish: Shinfield

Grid Reference: Easting - 472106, Northing - 166828

Type of Development: Other Householder

Proposal: Householder application for the proposed development of two-storey side extension above car port, facilitating loft extension, porch extension/conversion and changes to fenestration.

Case Officer: Claire Moore

Development Management has received the above application, and we require your comments on the proposal using the recommended memorandum below. The documents associated with this are available to view in NEC DM using the application number 252304. Alternatively, public documents are available to view on the Council's planning application search page: [Wokingham Borough Council Online Planning](https://www.wokingham.gov.uk/planning).

Please index your response into NEC DM against the application. If you are recommending conditions, you should give a reason with reference to relevant policies. A list of standard conditions can be requested from the case officer.

Your observations are required in respect of this application by **24 October 2025**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	252304
Address:	Hollyville, Croft Road, Spencers Wood, Wokingham, RG7 1DR.		
Proposal:	Householder application for the proposed development of two-storey side extension above car port, facilitating loft extension, porch extension/conversion and changes to fenestration.		
Type of Development:	Other Householder		
Site Visit Made:	Yes/No		

Summary Of Recommendations

- ☐ No comment
- ☐ No objection
- ☐ No objection subject to conditions (and reasons) **stated below**
- ☒ Request further information before determination as **stated below**
- ☐ Objection due to the reason(s) **stated below**

Comments On Proposal

General

The applicant proposes to increase the numbers of habitable rooms from 5 to 7 and to erect a new carport of dimensions 7m x 3.3m. Five parking spaces are proposed within the red line.

The Front Plot

According to the WBC Car Parking Standards, the development of such scale in Town and Fringe location will require three parking within the red line boundary. Each parking space shall have minimum dimensions of 5.0m x 2.5m.

The proposed provisions can meet the council's parking requirement and be provided by utilising the existing dropped crossing, which is acceptable.

As the direct access to the rear has been removed from the proposal. Alternative cycle storage provision shall be identified in this proposal or when discharging the condition.

The Rear Plot

It is relevant to note that the proposed carport and extension will be erected along the shared driveway to the rear plot.

The applicant is required to confirm if the dwelling/outbuilding at the rear plot is ancillary to the main dwelling. Independent access and parking are required for all

independent residential properties. The required parking provisions shall be counted independently if all parking spaces all allocated.

Conditions & Reasons (if required)

Date:	7/10/2025	Signed:	JP
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