

Date: 5 August 2026
Application: 261756



**WOKINGHAM
BOROUGH COUNCIL**

WBC Drainage

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

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Dear WBC Drainage,

Householder Consultation

Application Number: 261756

Applicant: Mr & Mrs Knott

Site Address: 2a Century Drive, Spencers Wood, Wokingham, RG7 1PE

Parish: Shinfield

Grid Reference: Easting - 472318, Northing - 166492

Type of Development: Other Householder

Proposal: Householder application for the conversion of part of the existing double garage to habitable accommodation, including the replacement of one front garage door and the rear external door with windows.

Case Officer: Kellen Hamilton

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 261756. Alternatively, public documents are available to view on the Council's planning application search page: [Wokingham Borough Council Online 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 **26 August 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	NT		
Service	WBC Drainage	App No:	261756
Address:	2a Century Drive, Spencers Wood, Wokingham, RG7 1PE.		
Proposal:	Householder application for the conversion of part of the existing double garage to habitable accommodation, including the replacement of one front garage door and the rear external door with windows.		
Type of Development:	Other Householder		
Site Visit Made:	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

Drainage and Flood Risk

The Lead Local Flood Authority has reviewed the above proposal from a surface water drainage and flood risk perspective.

The proposal involves the conversion of part of the existing double garage to habitable accommodation. The works are contained within the existing building footprint and do not propose any increase in the footprint or additional impermeable area.

The replacement of the existing front garage door and rear external door with windows is not considered to have any material impact on the site's surface water drainage arrangements.

The site is located within Flood Zone 1, and the proposed development is not considered likely to result in a material increase in surface water runoff or to increase flood risk on or off site.

Recommendation

On the basis of the information available, the LLFA raises no objection to the proposed development.

No additional surface water drainage conditions are considered necessary in relation to this householder proposal.

LLFA position: No objection.

Conditions & Reasons (if required)

Date:	10/08/2026	Signed:	NT
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