

15<sup>th</sup> December 2025

Development Management  
Wokingham Borough Council  
Civic Offices, Shute End  
Wokingham  
RG40 1BN

**Covering Letter**

Dear Wokingham Planning Department,

Please find the covering letter supporting our application for Unit 10 Marino Way, Finchampstead, RG40 4RF for a change of use from Class B2 to Class E for a bakery and associated café.

The supporting documents include a planning statement that covers the application details and further information such as noise and odour and operating hours.

The application also covers the details of proposed extracts and changes to fenestration for an AOV (Automatic Opening Vent).

This type of application does not include landscaping details or require a Community Involvement Statement.

If you require any further information please do not hesitate to contact us.

Yours sincerely,



James Taylor BA (Hons) MArch PG DipArch ARB RIBA  
Architectural Director

JETArch Design