

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	251947
Site Address:	26 Drake Close, Finchampstead, Wokingham, RG40 4EQ
Expiry Date:	31 October 2025
Site Visit Date:	20 October 2025
Proposal: Householder application for the proposed single storey front and rear infill extensions and raising of the flat roof to existing car port/garage, to convert into habitable accommodation.	

PLANNING CONSTRAINTS/STATUS

Scale and Location of Development Proposals – Modest Development Location – Finchampstead

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 CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC04 – Sustainable Design and Construction CC07 – Parking
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS3 – Development within or adjacent to major and modest settlements
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
390/71	Terraced House and Garage	Approve 5 th May 1971

CONSULTATION RESPONSES

Internal
WBC Highways – No Objection Subject to Condition
External
N/A

REPRESENTATIONS	
Parish/Town Council	No objection raised.
Ward Member(s)	No comments received.
Neighbours	One neighbour comment received: The garden building against the back fence, should that have planning permission? It appears as a structure on the plans rather than a shed etc. <i>Officer Response: Planning approval ref 390/71 does not remove permitted development rights for outbuildings within the curtilage of a house set out in the Town and Country Planning Order 2015 for Part 1 Schedule 2 Class E. Also, the outbuilding was observed during a site visit and unlikely to exceed 2.5m in height and hence it is possible that it may benefit from permitted development rights. However, for clarity, the outbuilding does not form part of this application (see below).</i>

APPRAISAL
Site Description: The site is a 1970s end of terrace dwelling with a garage, carport and driveway for off street parking and private amenity space at the rear. 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. Proposal: Erection of single storey front and rear infill extensions and raising of the flat roof to existing car port/garage, to convert into habitable accommodation. The existing garage and carport would be converted to a snug and storage room. The proposed flat roof would be approximately 3m in height, 8.5m in depth from front to back and 3.7m in width. The front elevation would be set 0.35m back from the

principal elevation and be approximately 3.7m in width; it would have 1 no. window and 1 no. door and window. At the rear, the infill extension would be 1.6m in width and have 1 no. door.

For clarity, the existing outbuilding adjacent the rear of the site has not been included within the description for this application and has not been consulted upon. Hence, it has not been considered as part of this application and may require separate planning consent. An informative is recommended to draw the applicant's attention to this point as the outbuilding has been indicated on the submitted plans.

Character of the Area: Core Strategy Policy CP3 states that development proposals should not result in a detriment to the amenities of adjoining land users including open spaces or occupiers and their quality of life.

The street scene is a short cul-de-sac comprising a row of 3 no. terraced houses and 3 no. pairs of semi-detached houses. Properties have garages, a driveway for off-street parking and open plan front gardens. There are other examples of extensions in street, for example a two-storey side extension at no.21, a single storey front extension at no. 20, and a single storey side extension at no. 25.

In this case, the proposal would be single storey, abut the neighbouring garage to no. 25 Drake Close and the roof would be approximately 0.5m higher. The eaves height would not exceed 3m and the front wall would be set back from the principal elevation by approximately 0.35m. Therefore, the proposal would not cause significant harm to the character of the area.

Overall, the proposal would comply with CP1 and CP3 of the Core Strategy.

Neighbouring Amenity: Core Strategy Policy CP3 states that planning permission will be granted for proposals that are of an appropriate scale of activity, mass, layout, built form, height, materials and character, together with a high quality of design without detriment to the amenities of adjoining land users, including open spaces or occupiers and their quality of life. Policy CP1 of the Core Strategy requires developments to maintain or enhance the high quality of the environment.

Overlooking: The separation distance of the front elevation window with no. 22 Drake Close would be approximately 24m and there would be no additional overlooking at the rear. Therefore, there would be no significant overlooking because of the proposal.

Loss of Light: There would be no additional loss of light to neighbouring habitable rooms because of the proposal.

Overbearing: The proposal would not extend beyond the principal elevation or existing rear wall. It would be adjacent to the boundary, single storey and 3m in height. Therefore, it would not create an overbearing impact to neighbour amenity. Overall, the proposal would comply with CP3 of the Core Strategy in relation to neighbour amenity.

Highway Access and Parking Provision: *The Highways Officer raises no objection*

subject to condition and has commented: “While the total numbers of habitable rooms cannot be identified from the submission, there will be one additional habitable room on the ground floor. As the existing garage/carport does not fully meet the council’s requirement for car parking, there is no loss of parking space. Two driveway parking is proposed within the red line. According to the WBC Car Parking Standards, the demand of parking for residential dwelling is subject to the numbers of habitable rooms. Each parking space shall have minimum dimensions of 5.0m x 2.5m.

With reference to the site photos, the front garden has been fully converted into hardstanding. The 9.8m wide driveway can accommodate three parking spaces of suitable dimensions, which is acceptable.

The recommended maximum width for dropped crossing by the Traffic Management team is 3.6m. To serve the proposed parking layout, this will need to be provided in a centralised position. Part of the existing dropped crossing will need to be reinstated to full height kerbs. The access shall be surfaced with a hard bound material. The crossing works will subject to final approval from the councils TM team.

The garage/carport has been removed from the proposal. Alternative cycle storage provision shall be identified in this proposal or when discharging the condition.

1. Informative I22 – ACCESS CONSTRUCTION”

Officer comment: The proposal has a rear and front door that provides access to the rear garden where there is sufficient space for cycle storage. Therefore, given the limited scale of the development, it would not be reasonable to require the identification of separate cycle storage as a condition of approval.

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.

RECOMMENDATION	
Conditions agreed:	Yes
Recommendation:	Approve
Date:	29 October 2025

Earliest date for decision:	10 September 2025
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Recommendation agreed by: (Authorised Officer)	
Date:	29/10/25