

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260988
Site Address:	11 Curlys Way, Swallowfield, Wokingham, RG7 1QZ
Expiry Date:	18 June 2026
Site Visit Date:	5 May 2026
Proposal: Householder application for the proposed part conversion of the existing double garage to habitable accommodation with associated changes to fenestration.	

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 CC02 – Development Limits CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy SS3 – Development within or adjacent to major and modest settlements
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Swallowfield Village Design Statement

PLANNING HISTORY

Application No.	Description	Decision & Date
150163	Application for certificate of lawfulness for the single storey rear extension with flat roof and lantern rooflight.	Approved - 24 August 2015

CONSULTATION RESPONSES

Internal

WBC Drainage – request for further information
- Officer note – please see Flooding and Drainage section

External

--

REPRESENTATIONS

Parish/Town Council	No comments received
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description:

The application site relates to a two-storey detached dwelling located within an established residential cul-de-sac. The surrounding area is characterised by detached dwellings set within relatively spacious plots, with soft landscaping and varied boundary treatments.

The application property is set back c.20.5m from the public highway and benefits from an attached double garage positioned on the front elevation. The property also benefits from a driveway capable of accommodating two vehicles.

The application seeks permission for the partial conversion of the existing attached double garage to habitable accommodation, including associated alterations to the front fenestration and replacement of a rear door with a window. The proposal would create a new bedroom and en-suite whilst retaining one garage parking space.

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.

Character of the Area:

The surrounding area is characterised by detached residential dwellings of varying designs, with a number of properties within the wider area displaying alterations, garage conversions and varied boundary treatments. The street scene has a spacious suburban character with dwellings generally set back from the highway behind driveways and landscaped frontages.

The proposal seeks the partial conversion of the existing attached double garage to provide additional habitable accommodation in the form of a bedroom and en-suite. One garage bay would remain in use for parking/storage purposes.

The proposed works are contained wholly within the existing built form of the dwelling and would not result in any increase in footprint, bulk or massing. External alterations are limited to the replacement of one rear door with a window and one garage door with fenestration, whilst the second garage door would remain, maintaining the visual appearance and function of the retained garage space.

Given the modest nature of the alterations and the retention of part of the garage frontage, the proposal would appear subordinate and sympathetic to the host dwelling. The works would

utilise materials and fenestration detailing to match the existing property, ensuring visual continuity with the existing dwelling.

Furthermore, given the established pattern of domestic alterations and garage conversions within the surrounding area, the proposal would not appear incongruous within the street scene or harmful to the established character of the cul-de-sac.

Accordingly, the proposal is considered to comply with Policies CP1 and CP3 of the Core Strategy.

Neighbouring Amenity:

Overlooking/ Loss of Light/ Overbearing:

Policy CP3 of the Core Strategy requires development to be designed so as not to detrimentally affect the amenities of adjoining land uses and occupiers.

The proposal comprises the partial conversion of an existing attached garage to habitable accommodation and associated fenestration alterations. No extensions are proposed and there would be no increase in the footprint, height, bulk or massing of the existing dwelling.

The dwelling is set back c. 20.5m from the highway. The proposed works are largely internal in nature, with external alterations limited to the replacement of one existing garage door with a window within the principal elevation.

The proposed front window would face towards the front of the site and public highway. Furthermore, there would be a separation distance of c16.5m between the proposed window and the flank wall of the neighbouring dwelling. Given this relationship, together with the orientation of the opening, it is not considered that the proposal would result in harmful overlooking or loss of privacy to neighbouring occupiers.

The proposed rear window would serve the new ensuite and provide outlook solely towards the application's private rear garden. As the opening replaces an existing door within the rear elevation, it would not introduce any additional overlooking or loss of privacy beyond the existing situation.

As no enlargement of the dwelling is proposed, there would be no anticipated increase in overbearing impact, loss of outlook or loss of light to neighbouring properties. The proposal would therefore preserve the amenities currently enjoyed by neighbouring residents.

Accordingly, it is not considered that the proposal would have any adverse impact on neighbouring residential amenity and the development is considered to comply with Policy CP3 of the Core Strategy.

Highway Access and Parking Provision:

The proposal would result in the loss of one garage parking space through the partial conversion of the existing double garage. However, one garage bay would be retained, together with the existing driveway which can accommodate two vehicles parked side-by-side. The application property is a 3-bedroom dwelling and would continue to benefit from sufficient off-street parking provision appropriate to the scale of the dwelling.

No alterations are proposed to the existing vehicular access arrangements and the proposal is not considered likely to result in a severe impact on highway safety or parking conditions within the surrounding area.

Accordingly, the proposal is considered acceptable in respect of highway access and parking provision.

Amenity Space:

The proposal relates solely to the partial conversion of existing garage space and would not result in any reduction in private rear garden space or usable outdoor amenity.

Flooding and Drainage:

The site is located within Flood Zone 2 and the LLFA was consulted in respect of flood risk and drainage matters. The proposal relates solely to the partial conversion of an existing attached garage to habitable accommodation, with no increase in the building footprint, hardstanding area or impermeable surfaces.

The LLFA has requested the submission of a site-specific Flood Risk Assessment and further information relating to flood levels, finished floor levels, flood resilience measures and safe access and egress. Whilst these comments are noted, it is considered that such requirements would be disproportionate to the scale and nature of the proposed development, which comprises a modest householder garage conversion within an existing built form.

The proposal would not increase the footprint of the dwelling, create additional built form, or alter existing surface water drainage arrangements. Consequently, there would be no increase in surface water runoff from the site.

In considering whether additional information or conditions are necessary, the six tests for planning conditions set out within the National Planning Policy Framework has been considered. Given the limited nature of the proposal and the absence of any increase in footprint or impermeable area, it is considered that requiring detailed drainage information or imposing drainage-related conditions would fail the tests of necessity and reasonableness.

On balance, it is considered that the development would not result in unacceptable flood risk or drainage impacts.

Conclusion:

The proposed partial garage conversion would not result in harm to the character and appearance of the host dwelling or wider area, nor would it give rise to unacceptable impacts on neighbouring amenity, parking provision, highway safety, or flood risk.

The proposal is considered to comply with Policies CP1 and CP3 of the Core Strategy and relevant guidance within the Borough Design Guide.

Accordingly, the application is recommended for 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/No/Not required
Recommendation:	Approve
Date:	12 May 2026
Earliest date for decision:	15 May 2026

Recommendation agreed by: (Authorised Officer)	
Date:	4 June 2026