

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261835
Site Address:	3 Glebe Lane, Sonning, Wokingham, RG4 6XH
Expiry Date:	30 September 2026
Site Visit Date:	17 August 2026
Proposal: Householder application for the garage conversion into habitable accommodation along with associated changes to fenestration. (retrospective)	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP2 – Inclusive Communities CP3 – General Principles for Development CP6 – Managing Travel Demand CP7 – Biodiversity CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking TB21 – Landscape Character
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy DH1 – Place making and quality design
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Sonning Parish Design Statement Sonning Design Appraisal

PLANNING HISTORY

Application No.	Description	Decision & Date
072321	Proposed erection of two storey side and front extension, single storey rear extensions and garage plus new front porch and new access.	

CONSULTATION RESPONSES

Internal
None consulted
External

Non consulted

REPRESENTATIONS

Sonning Parish Council	No objection
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description: The application site comprises a two-storey detached dwelling on a residential road characterised by a mix of large detached and semi-detached properties. The properties immediately adjoining the site are predominantly detached dwellings set within spacious plots.

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 proposal seeks retrospective permission for the conversion of the existing garage into habitable accommodation with storage above. The works include the removal of the existing garage door and its replacement with a window and entrance door designed to integrate with the appearance of the dwelling.

Whilst a number of properties within the surrounding area retain garages as part of their original design, the proposed alterations would reflect the scale, proportions and detailing of the dwelling's existing fenestration. As such, the amended frontage would appear as a sympathetic addition that would maintain the visual coherence of the host dwelling.

Furthermore, the surrounding street scene is characterised by a varied built form and does not exhibit a strong or uniform architectural character. In this context, the garage conversion and associated alterations would not appear incongruous or out of keeping with the prevailing character of the area. The proposal is therefore considered to preserve the character and appearance of the host dwelling and wider street scene, in accordance with Policies CP1 and CP3 of the Core Strategy.

Highway Access and Parking Provision: The proposal would result in the loss of the existing garage parking space through its conversion to habitable accommodation. In

accordance with Wokingham Borough Council's adopted Car Parking Standards, a dwelling of this size in a town and fringe location is required to provide a minimum of three off-street parking spaces within the application site.

Notwithstanding the loss of the garage space, the site would retain sufficient driveway parking to accommodate at least three off-street vehicles within the curtilage. The level of parking provision would therefore continue to accord with the Council's adopted standards and is not considered likely to result in unacceptable on-street parking pressures. Accordingly, the proposal complies with Policy CC07 of the Managing Development Delivery Local Plan.

Ecology: The application site lies within an area identified as having potential bat roost habitat suitability. However, the garage conversion is retrospective, and this aspect of the works have already been completed. No further roof works are proposed as part of the application, and there is no evidence before the Council to indicate that the development would be likely to adversely affect, bats or other protected species. The proposal is therefore considered acceptable in ecological terms and accords with Policy CP7 of the Core Strategy.

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:	Not required
Recommendation:	Approve
Date:	22 September 2026
Earliest date for decision:	27 August 2026

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Recommendation:	Approve
Date:	22 September 2026
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Recommendation agreed by: (Authorised Officer)	<i>MC</i>
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Date:	29.09.2026
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PLANNING CONSTRAINTS/STATUS

Insert where relevant