

Date: 16 December 2024
Application: 242876



WOKINGHAM
BOROUGH COUNCIL

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Pre-application Advice Response Letter

Application Number: 242876

Site Address: 79 Wessex Gardens, Twyford, Wokingham, RG10 0BA

Expiry Date: 13 December 2024

Proposal: Pre-application advice for the proposed raising of the roof, erection of 2no. side dormers to create habitable accommodation plus internal alterations.

Dear Bronwen Gombert

Thank you for your request for planning advice which was validated on 15 November 2024. This letter will provide advice about your project and what you may need to do when submitting a planning application.

At this stage, we have not consulted anyone else about your project, such as your neighbours, but we would do so if a planning application is submitted. Before you submit a planning application, we recommend that you discuss your project with neighbours.

We have provided a [frequently asked questions page](#) to answer some of the common queries about planning which will help explain the planning application process.

Description of Proposal

Advice is sought for the proposed raising of the roof and erection of 2no. side dormers to create first floor habitable accommodation. The total ridge height of the dwelling would increase by a maximum of 1.5m, from approximately 4.2m to 5.7m (N.B. the submitted drawings appear to be slightly inaccurate). The existing forward facing gable roof form would be retained, albeit with a steeper pitch to address the raised ridge and eaves heights.

The proposed side dormers would sit centrally within their respective roof plane with a relatively modest width of approximately 3.15m. No existing or proposed floor plans have been submitted at this stage. However, it appears that each dormer would serve a non-habitable room, with additional first floor fenestration proposed at the front and rear.

Site and Surroundings

The street scene is considerably mixed, comprising detached bungalows and two storey dwellings of varying architectural form and style. The site sits centrally within a row of bungalows on a staggered building line, with the dwelling siting forward of both immediate adjacent neighbours in closer proximity to the highway. The cul-de-sac sits on a sloping gradient with neighbouring properties to the east sitting on higher ground.

The immediate row of bungalows comprises a mix of front facing and side facing gable roof forms which appear broadly uniform in form and appearance, although there are varying examples of later additions and alterations as well as different material palettes visible. Opposite the site is a row of detached two storey dwellings which also vary in appearance due to differing alterations and additions carried out over time.

Planning History

Previous planning applications can be important in understanding what might be acceptable on the site now. Any relevant applications are set out below:

Application Number	Description	Decision & Date
20103	Single storey front and rear extensions.	Approved – 22/09/1983
18594	Single storey front extension	Refused – 16/12/1982
1388/73	Detached bungalow & garage	Approved – 22/11/1973

Assessment of Project

Planning applications are considered against national and local planning policy. The policies most relevant to your project are listed below and you can read the policy documents here:

- [National Planning Policy Framework \(NPPF\)](#)
- [National Planning Policy Guidance \(NPPG\)](#)
- [Core Strategy, Managing Development Delivery Local Plan](#)
- [Borough Design Guide and Village Design Statements](#)

Your scheme has been assessed against the following criteria:

Principle

Relevant policies: CP9, CC01 & CC02.

The site is located within the Major Development Location of Twyford, as designated by Core Strategy policy CP9. Therefore, proposed extensions to an existing dwelling are acceptable in principle subject to other material

	considerations.
Character & Design <i>Relevant policies: CP1 & CP3</i>	As noted above, while sited on a row of bungalows, the street scene is nonetheless mixed with neighbouring dwellings varying in height and scale. The creation of a one and a half storey, chalet style bungalow, through raising the roof would not be out of character with the area. Nonetheless, the proposal would significantly alter the form and appearance of the existing dwelling. The existing dwelling is positioned prominently within the immediate street scene due to its siting forward of the staggered building line in closer proximity to the highway. While the proposal would have a significant visual impact, due to the considerable variety in building heights, building lines and materials the proposal would not be of detriment to the amenity of the street scene. While the proposed raising of the roof would be a significant change to the host dwelling, it is well designed in respect of retaining a similar pitch and respecting the existing gaps between the dwelling and its side boundaries. Moreover, the addition of first floor accommodation would appear as fully contained within the roof, rather than creating an additional storey, highlighting the appropriate bulk of the scheme. The proposed side facing dormers are well proportionate in size and would appear as subservient additions due to being set down from the ridgeline and set in from the eaves and sides of the roof plane. Moreover, there are limited examples of side dormers visible within the wider street scene and the proposal would not be out of character in this respect. Full details regarding proposed external materials have not been submitted at this stage. To ensure that the overall appearance of the proposal is in keeping with the area materials should match or improve upon the quality of those of the existing building or reflect other examples on the street scene. Overall, while a significant change to the original dwelling the proposal is considered to be well designed and would not have a detrimental visual

	impact due to the considerable variety of neighbour dwellings within the street scene. Subject to further details on external materials the proposal would likely have an acceptable impact on visual amenity and local character.
Neighbour impact <i>Relevant policies: CP3</i>	<i>Overlooking:</i> Existing and proposed floor plans have not been submitted at this stage. However, the proposed elevations plans indicate that both dormer windows would be obscure glazed. Subject to any proposed first floor side facing windows being obscure glazed and top opening only, there would be no adverse overlooking on either immediate adjacent neighbour. This would likely be secured by condition. The proposed rear facing fenestration would have an oblique outlook of the neighbouring gardens, rather than a direct view onto private amenity space. Therefore, the proposal would not result in any adverse harm in respect of overlooking impact. <i>Loss of Light/Overshadowing:</i> Due to the site's existing relationship with both immediate adjacent neighbours, and the proposed raising of the roof being restricted to above the main dwelling, there would be no loss of light impact on the rear fenestration serving Nos. 77 & 81 Wessex Gardens. There is a significant separation distance between the proposed development and front facing windows serving No.77 adjacent, mitigating any potential loss of light impact. No.81 adjacent benefits from a front facing window sited in close proximity to the proposal. It is unknown at this stage whether this window serves a habitable room. However, due to the relatively modest projection of the host dwelling beyond the front building line of No.81, the modest increase in eaves height and pitched roof form it is unlikely that the proposal would result in an adverse loss of light impact on this fenestration. To ensure no adverse loss of light impact on either immediate adjacent neighbour, it is recommended that a form of daylight assessment is carried out in support of any forthcoming planning application. <i>Overbearing:</i> Due to the existing gaps between the

	site and both immediate adjacent neighbours being retained, and the siting of the host dwelling, the proposed development would not impact on the rear amenity space of either immediate adjacent neighbour. While the proposal could impact on the front amenity space serving No.77, this would not adversely harm neighbouring amenity because this space does not form the private amenity area for this neighbouring property, i.e. the front garden is open to public views from the adjacent highway (Wessex Gardens).
Highways <i>Relevant policies: CP6</i>	MDD Local Plan policy CC06 requires any proposed development to retain an appropriate level of off-street parking in accordance with the standards set out in Appendix 2 of the MDD. The existing front drive appears to accommodate parking for 1no. vehicle. Existing and proposed floor plans have not been submitted at this stage, although the submitted cover letter refers to the creation of at least one additional habitable room. The Council's Highways Officer has reviewed the proposal and advises that it is likely that Highways would recommend a minimum of two driveway parking spaces within the red line boundary. Parking provision must be indicated on the submitted site/location plan, each parking space shall be of dimensions 5.0m x 2.5m.
Ecology <i>Relevant policies: CP7</i>	The Council's records shows that the application site is identified as a suitable bat habitat and bats are known to be present in the area. Subsequently a bat survey must be carried out by a licensed ecologist within 12 months of any application being submitted to the Council. If a Preliminary Bat Roost Assessment confirms that the proposal is likely to have an impact on bats, it is recommended that any further required surveys are also carried out prior to submission to avoid any delays with the determination of the application.

Summary

In summary, subject to further information on proposed external materials, the proposal is likely to accord with national and local policy and therefore is likely to be acceptable.

Householder applications can be submitted on the [Planning Portal website](#). Please use the information available on the council's [how to apply for planning permission page](#) to help you submit the right plans and documents.

In addition to the application form, community infrastructure levy form and application fee, we would expect to see:

- Location Plan
- Site Plan (indicating any parking spaces)
- Existing and Proposed Floor Plans
- Existing and Proposed Elevation Plans
- Preliminary bat survey

Other Guidance

Please note that this proposal has been assessed as an extension to an existing dwelling whereby a significant proportion of the dwelling's internal and external walls are proposed to be retained. If a significant amount of demolition works would be required to facilitate the proposed development, the Council may take the view that the development constitutes the substantial demolition and re-building of the existing dwelling which would require separate permission. Such works would also trigger the requirement for financial contributions under the Community Infrastructure Levy (CIL) to be paid by the applicant for which no self-build relief will be applicable if the correct type of permission is not applied for. For more information please refer to the Council's website and the relevant CIL pages.

Your development may also require Building Regulation approval to ensure it is built to national safety, design, and environmental standards. The Council's Local Authority Building Control (LABC) service offers a full range of plan approval, inspection, and associated services through an ISO9001 nationally accredited team of qualified building surveyors. These surveyors work closely with the Council's planning department to ensure the appropriate construction of your build. To find out more visit the Council's [Building Control website](#) or call 0300 790 0580 to speak to a member of the team.

If your project requires a dropped kerb on the road in front of your house then you may require consent from the highway authority; further information is available on the Council's [dropped kerbs page](#). Finally, if your project includes 100 sqm or more of new floor area then it is liable for the community infrastructure levy. Refer to the Council's [CIL page](#) for more information.

This concludes the pre-application process and I trust that this informal advice is of use to you. Please be aware that it is given without prejudice to any future decision that the Council may take. If you would like further advice, then a new pre-application submission and associated fee will be required.

Yours sincerely,

Marcus Watts
Planning Officer

Authorised by:

A handwritten signature in purple ink, appearing to be 'Aje', written over a faint horizontal line.