

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252478
Site Address:	17 Saffron Close, Earley, Wokingham, RG6 7JA
Expiry Date:	9 December 2025
Site Visit Date:	12 November 2025
Proposal: Householder application for the proposed garage conversion and rear extension.	

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 CP6 – Managing Travel Demand CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC03 – Green Infrastructure, Trees and Landscaping
Joint Minerals and Waste Plan (JMWP)	DM1 - Sustainable Development
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY- N/A

CONSULTATION RESPONSES

Internal

WBC Highways- No objection subject to conditions (and reasons).
External
N/A

REPRESENTATIONS	
Parish/Town Council	Earley Town Council raises no objection to this application.
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL
Site Description: The application site is located in a small residential cul-de-sac, on Saffron Close within the major development location of Earley. The existing building is a large bungalow. This application seeks permission for an erection of a single-storey rear extension and garage conversion. 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 of the major development zone of Earley 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: CP1 of the Core Strategy requires the proposed garage conversion and rear extension to maintain or enhance the high quality of design. CP3 of the Core Strategy requires the proposed garage conversion and rear extension to be of an appropriate scale, mass, built form, height, materials and character to the area together with a high quality of design. The proposed single-storey extension does not adhere to R16 in the Borough Design Guide in relation to separation distances as the recommended minimum distance for flank to boundary is 1m, the proposal does not have any separation from the boundary

as the proposal is set right on the boundary with the neighbouring property (no.18 Saffron Close). However, given its proportional scale and unimposing design, it is deemed that the rear extension would have an acceptable impact on the appearance of the dwelling and wider area. Additionally, part of the proposal is to the rear of the property where it would not be visible from the public domain, and this further demonstrates that the proposal poses no harm to the character of the area.

The rear extension will measure c.3.57m in width, c.1.80m in depth and c.2.50m in height. The rear extension will include a gable roof to match the existing roof structure of the main dwelling reaching a max eaves height of c.4.73m.

The existing roof is to be removed and a new pitch roof is to be provided instead which connects to the existing pitch of the main dwelling, similarly the existing slab (currently set lower in levels) is proposed to be raised and insulated to match the main dwelling level.

The proposed garage conversion poses no detrimentally harm to the character of the area given the variety of front elevations in the street scene, which have been extended over time. The conversion will form the visual appearance of a subservient addition to the house which positively interacts with the street scene.

The proposed garage conversion and rear extension are subservient to the existing built form as the materials used to construct the conversion will be made to match the rest of the main dwelling. These are identified on the application form to consist of brick walls and tiles on the roof.

Neighbouring Amenity:

CP3 says the proposed garage conversion and rear extension should not have any detriment to the amenities of adjoining land users including open spaces or occupiers

Overlooking:

The proposed garage conversion would not introduce a harmful outlook across any neighbouring properties and therefore there are no concerns with regards to overlooking or any loss of privacy. Similarly, the rear extension would not introduce any overlooking concerns as it is of single-storey nature and there are no windows proposed on the side elevation next to the neighbouring boundary, there is also an insufficient arc of outlook due to the angle of the skylight therefore it is insufficient to overlook into neighbouring property (no.18 Saffron Close and no.45 Finch Road).

Loss of Light:

The proposed garage conversion would be aligned with the neighbouring property garage (No.18 Saffron Close), therefore no concerns are raised with regards to loss of light. Similarly, the rear extension is single storey which would not introduce any loss of light despite the amendment proposed to the roof form, however the neighbouring flank is c.1.69m away from the boundary

Overbearing:

To avoid being overbearing, guidance in the BDG states that the eaves height of single-storey extensions should not exceed 3 metres within 2 metres of a side boundary. The

proposed development is set right on the boundary with the neighbouring property (no.18). The proposed raising of the roof does not comply with this as the eaves height reaches c4.73m, however the overall scale and massing of the extension is proportionate to the host property. It does not introduce an excessive height, depth or bulk that would dominate the neighbouring outlooks.

Highway Access and Parking Provision:

The proposed development is for a garage conversion and rear extension to provide on additional habitable room.

The revised parking provision are enlarged to 5.0m x 2.5m to in line with WBC Car Parking Standards, which is acceptable.

If the applicant would want to apply for a dropped crossing, the recommended maximum width for dropped crossing by the Traffic Management team is 3.6m. If the applicant may wish to widen the dropped crossing to facilitate vehicles manoeuvring, separate consent will be required from the TM team for the proposed width of the new dropped crossing.

As the direct access to the rear garden is retained, no negative impacts on abilities for cycle storage are expected, which is acceptable.

Amenity Space:

Section 4.7 of the Borough Design Guide states *"The Council's minimum garden length of 11m is a generally accepted guideline for private garden space, provide the space is usable."*

The existing amenity space is c.19.12m in depth and c.11.69m in width, the proposed single-storey extension will result in a minor loss of c.0.71m garden space at the rear of the dwelling, however there will be sufficient space remaining with c.18.41m in depth and c.11.69m in width.

Conclusion:

In conclusion, the proposed single-storey rear extension and garage conversion would not detrimentally harm the character and appearance of the area, would not harm neighbouring amenity nor highway safety. It is compliant with CP1 and CP3 of the Core Strategy as well as the provisions of the Borough Design Guide. Accordingly, it is recommended for approval subject to conditions.

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:	25 November 2025
Earliest date for decision:	6 November 2025

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	26.11.2025

PLANNING CONSTRAINTS/STATUS

Insert where relevant

SSSI Impact Risk Zones

Great Crested Newt Impact Zones

Major Nuclear Sites Consultation Zone

Mineral Safeguarding Areas