

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260537
Site Address:	115 Headley Road, Woodley, Wokingham, RG5 4JD
Expiry Date:	28 April 2026
Site Visit Date:	20 April 2026
Proposal: Householder application for the proposed raising of the roof to create habitable accommodation to include 1no. Juliet balcony insertion, 2no. Dormers and roof lights. Single storey front extension to form porch, single storey rear extension following demolition of existing conservatory, part single storey side extension and changes to fenestration.	

PLANNING CONSTRAINTS/STATUS

Scale and Location of Development Proposals – Major Development Location – Woodley

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 CP7 – Biodiversity CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC03 – Green Infrastructure, Trees and Landscaping 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 Woodley Design Statement

PLANNING HISTORY

Application No.	Description	Decision & Date
326/53	Bungalow	Approve

		16 th June 1953
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CONSULTATION RESPONSES

Internal

WBC Highways – No Objection
WBC CIL

External

N/A

REPRESENTATIONS

Parish/Town Council	The Planning & Community Committee have considered this application and, whilst they had no formal objections, they did note the concerns raised in a neighbour's objections regarding the potential impact on overlooking from the development. <i>Officer comment: Impact on neighbour amenity is discussed in the main report.</i>
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Ward Member(s)	No comments received
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Neighbours	One objection received and summarised as follows: • The proposed roof enlargement, dormers, first-floor windows and rear extension would result in significant overlooking and loss of privacy to No.113, introducing direct views into habitable rooms, rooflights, garden and patio where no such overlooking currently exists. • The two-storey form would cause loss of light and an overbearing impact on adjacent flank windows and private amenity space. • The proposal would be out of keeping with the established character of the street, identified as comprising modest chalet-style dwellings. • Application F/2011/2052 at 113 Headley Road was refused permission for a dormer extension and the Appeal (Ref APP/X0360/D/12/2169229) dismissed (Figure 1). Also, application 182803 at 64 Headley Road was refused permission for a dormer extension.
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South Elevation

Figure 1 Proposed front elevation 113 Headley Road with rear extension roof visible. Application F/2011/2052 (112007) refused.

- The potential harm is consistent with that found in the case of *Sager House v Secretary of State* [2006], where the court affirmed that impairing the sense of enclosure of neighbouring residential properties is a legitimate planning concern.
- Additional concerns relate to the potential use of a flat roof as an elevated balcony, discrepancies indicating an overall increase in height beyond roof alteration alone, lack of feasible construction access within the applicant's land, and the accuracy of the submitted CIL form in relation to the scale of new floorspace.

***Officer comment:** Applications are assessed on a case-by-case basis. The impact of the proposal on character of the area and neighbour amenity is discussed in detail in the main report. Notwithstanding, the highlighted refused applications are not directly comparable to the current application for the following reasons:*

- *The proposed side facing windows in the current application would be obscured glazed.*
- *Figure 1 shows that the roof design of the refused roof design ref F/2011/2052 for 113 Headley Road differed from the application site and the roof would not be set down from the existing pitch roof.*
- *The refused dormers at 64 Headley Road appeared 'top heavy' in relation to the ground floor and their proposed height was approximately 2.9m compared to the eaves height which was approximately 2.5m. Also, the proposed east facing dormer extension overlooked a bedroom window at no. 66 and caused harm to neighbour amenity due to loss of privacy.*

*The cited case (*Sager House*) v Secretary of State [2006] was for 61 apartments and a leisure centre situated in an urban London location and within a conservation area. Concerns related to the construction of three, four, and five storey buildings, and therefore a direct comparison cannot be made with this Householder application. Furthermore, as well as the relationship to neighbouring residential properties, the appeal decision was based on the effect on views and the setting of the Royal Hospital Conservation Area in Chelsea which are irrelevant here.*

Construction Access

The Council should satisfy itself that the scheme is deliverable within the confines of the applicant's own land.

***Officer comment:** It would not be reasonable to condition a*

	<i>Construction Management Plan for this application if it were to be approved given that it is a relatively modest Householder application. The Party Wall etc. Act 1996 provides a framework in relation to party walls, party structures, boundary walls and excavations near neighbouring buildings. Furthermore, in this case, were planning permission to be granted, it would not authorise works on, over or under a neighbour's land or property without first obtaining their consent.</i>
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APPRAISAL

Site Description: A detached bungalow set well back from the highway in the residential area of Woodley. The front garden is laid to hardstanding and is approximately 17m in depth and set at a lower ground level (approximately 0.3m-0.5m) than the neighbouring dwelling at no. 113 Headley Road. The rear garden is approximately 35m in depth.

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: The roof height will be raised by approximately 0.9m to a maximum of 6.3m and the depth of the proposed footprint will increase by 6m to approximately 17.3m. The eaves height will be increased by approximately 0.4m to 3m. There will be 2 no. dormer extensions to the east and west elevations to facilitate first floor accommodation including 3 no. bedrooms, a study, ensuite and family bathroom. Both dormers will be set down from the main roof by approximately 0.9m, set back from the front elevation by 2m, and set back from the rear elevation by 3m. The west facing dormer will have 2 no. windows serving a study and landing. The east facing dormer will have 2 no. windows serving an ensuite and a bathroom. Each dormer will have a flat roof and measure approximately 2.5m in height, 3.2m in depth and 11.9m in length.

There will be a part two storey part single storey rear extension. The ground floor will facilitate an open plan kitchen/dining living room. It will measure approximately 8m in depth, 8m in width and have 2 additional east and west facing windows and bifold doors to the rear. The first-floor extension will measure approximately 6m in depth and facilitate a bedroom with Juliet balcony and 2 no. roof lights.

The single storey front extension to form a porch would have a pitch roof and measure approximately 2.8m in width, 0.7m in depth, 2.4m to the top of the eaves and have a maximum height of 3.7m.

Procedural Matters

A revised Location, Site and Proposed Elevation plans were received by the Council on 27th April 2026, and after the consultation date had ended. However, the revised proposed plans showed a minor amendment to show the side elevation windows to be obscured glazed and non-openable below 1.7m from the internal floor level. Also, the rooflights would be located at least 1.7m above the internal floor level. Therefore, the amendment was not considered to have a significant impact on neighbour amenity to warrant extending the consultation period.

Character of the Area: 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.

The street scene is detached bungalows, and semi-detached or detached houses of varying designs and similar ages. There is a bus stop opposite the application site and there is no on-street parking. Boundary treatments are mostly hedges or low fences and walls. Figures 2-4 show there are varying roof heights and architectural features to the properties between 109 and 119 Headley Road.



Figure 2 Google Street view Image of no's 109 and 111 Headley Road



Figure 3 Google Street view Image of no's 113 and 115 Headley Road (application site)



Figure 4 Google Street view Image of no's 117 and 119 Headley Road

The Borough Design Guide (BDG) recommends that the ridge height should not be raised in height unless buildings in the local context are significantly taller. Figures 2 & 4 show examples of 2 storey dwellings with a taller roof height of approximately 7m at no's 109, 111, 119 Headley Road. In this case, the maximum ground floor eaves height would be raised by approximately 0.4m to approximately 3m and the ridge height would be raised by approximately 0.9m.

The BDG recommends that a 1m gap should be retained between the building and the boundary side walls. In this case, the development would be located approximately 1.8m from the west boundary and 1m from the east boundary. The BDG recommends that dormer extensions should relate to the existing roof form and positioning of windows. In this case, the dormers would be set back 3m from the principal elevation and set down approximately 0.9m from the main roof. Therefore, the proposed dormers would be less prominent in the context of the street scene given the significant set-back, especially as they are also set down from the ridge.

The front porch extension would only project forward of the principal elevation by approximately 0.7m and would be set back from the highway by approximately 16m. Therefore, the proposal would not cause harm to the character of the immediate street scene and wider area.

Appeal APP/X0360/D/12/2169229 related to no. 113 Headley Road, for a proposed conversion of loft to habitable accommodation, including rear single storey extension and Velux windows on side elevations. The Inspectors reasons for dismissing the appeal have been considered. The Inspector concluded the proposed rear extension (Shown in Figure 5) was *“an awkward and mismatched design. In particular, the use of a shallow roof pitch, with raised eaves, creates a jarring and discordant composition, at variance with the well-mannered form and proportions of the parent house. The resulting development would not enhance the street scene but would emphasise those elements.”* In this case, the proposal has a different design solution, the dormer extensions comprise a flat roof and would be set down 0.9m from the main roof line. They would create a balanced, symmetrical addition to the roof that would be subservient to the main roof when viewed from the public realm. Therefore, the Inspectors concerns would not be relevant in this case.

Overall, the proposal would comply with CP1 and CP3 of the Core Strategy in relation to character of the area.

Neighbouring Amenity: 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.

Overlooking: For the purposes of this assessment, bathrooms are classified as non-habitable rooms, any potential overlooking into these spaces does not give rise to a loss of privacy given that they are not rooms the occupants would spend a considerable amount of time in and given their windows would normally have obscured glazing. Were the application to be approved, the 2-no. east facing dormer windows serving an ensuite and a bathroom and the 2 no. windows serving a study and landing on the west elevation would be obscure glazed and non-opening below

1.7m. The proposed rooflights would be located at least 1.7m above the internal floor level. Furthermore, only limited protection can be offered to side facing windows that effectively borrow their outlook from across the application site. Moreover, the proposals would not look directly into windows of habitable rooms that face over the rear private garden. The proposed Juliet Balcony serving the first-floor rear bedroom would be set in 3m from the side walls; it would not face onto habitable rooms and would only have oblique views of the far end of neighbouring gardens. The submitted plans do not propose access to a raised terrace forward of the Juliet Balcony. Although it is acknowledged that overlooking would exist in principle, it would be mitigated by obscure glazing, the differing heights of windows and oblique angles. Therefore, there would be no significant harm caused to neighbour amenity through loss of privacy.

Loss of Light: The 45-degree angle test is advocated within the British Research Establishment's (BRE) publication *Site Layout Planning for Daylight and Sunlight: a guide to good practice*, to assess impact on daylight and sunlight levels to neighbours potentially impacted upon by adjacent developments. Figure 5 shows that the horizontal 45-degree angle test marginally fails. Hence, the vertical test in elevation form has been assessed and Figure 6 shows that it is complied with in relation to the nearest rear window serving a habitable room at no's 113 and 117 Headley Road.

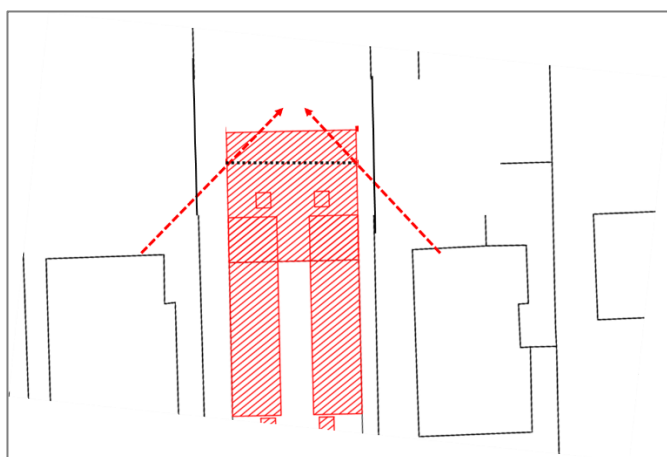


Figure 5 Horizontal 45-degree angle test



Figure 6 Vertical 45-degree angle test

Overbearing: The Wokingham Borough Council Design Guide (BDG) provides some guidance on extensions which relate to visual impact. It states that the layout and design must have a balanced response to the local context in terms of provision of external space and that rear extensions should not project more than 4 meters from the main rear wall where they are close to a boundary. In this case, the ground floor

rear extension would project approximately 8m from the original rear wall and the first floor would be set back 2m in depth from the ground floor. However, as the side walls would be located approximately 1.8m from the west boundary and 1m from the east boundary, the proposal would not create a cramped site given that the neighbouring rear gardens would provide spacious private rear garden for the occupants. Furthermore, the dormer extensions would be set back 3m from the principal elevation and set down approximately 0.9m from the main roof. Therefore, although the proposal represents a large extension, the increased height and bulk of the dwelling will not significantly harm the neighbouring occupiers or overly dominate the adjoining properties.

Overall, the proposal would broadly comply with Policy CP3 of the Core Strategy regarding neighbour amenity and would not result in material harm.

Highway Access and Parking Provision: The Highways officer raises no objection and has commented: *“The applicant proposes to increase the numbers of habitable rooms from 5 to 6 and to erect a garage of dimensions 3m x 5.3m. As the proposed garage does not fully meet the council’s requirement for car parking, it is not counted towards parking provisions. Three driveway parking are proposed within the red line. According to the WBC Car Parking Standards, the development of such scale in Urban location will require two parking within the red line boundary. Each parking space shall have minimum dimensions of 5.0m x 2.5m. Three proposed parking can be provided by utilising the existing dropped crossing, which is acceptable. The proposed garage is suitable for cycle store, which is acceptable.”*

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.

IN THIS CASE, THE PROPOSED DEVELOPMENT WILL BE LIABLE FOR CIL BASED ON THE MEASUREMENTS OF THE FLOORPLANS. PLEASE NOTE THAT ANY CHANGES TO THE FLOORPLANS LISTED WILL REQUIRE A REVIEW OF THE CIL CALCULATIONS. CIL IS CALCULATED AND MEASURED BASED ON THE APPROVED FLOORPLANS LISTED WITHIN THE DECISION NOTICE.

CIL form 2 - Assumption of liability and any exemption forms will be required prior to the development commencing. All CIL forms can now be completed and submitted through the following link: <https://pfi.exacom.co.uk/wokingham/cilforms.php>

Should you have any queries regarding CIL, please contact:
Developer.contributions@wokingham.gov.uk

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 April 2026
Earliest date for decision:	25 March 2026

Recommendation agreed by: (Authorised Officer)	
Date:	30/04/26