



ET Planning

Planning Design and Access Statement

Client:

Charlie Hurlock

Hilltop Yard

Crest Close, Ruscombe, Berkshire, RG10 9BQ

A planning application for the conversion of existing office (Use Class E) as a single detached dwelling (Use Class C3) with access and parking

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CIL | Enforcement | Land Promotion | Planning | Sequential Tests | Viability

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Appendix 1: Officer Report application ref. 151285

1. Introduction

- 1.1 This statement is produced to support a planning application for the conversion of existing office (Use Class E) as a single detached dwelling (Use Class C3) with access and parking at Hilltop Yard, Crest Close, Twyford, RG10 9BQ.
- 1.2 The application follows from the previously approved application for the same proposal under reference **151285**. The Officer report for the previous application can be found in Appendix 1. Due to the passage of time, the planning permission has expired. The previous permission referred to the conversion of an existing workshop in B1(c) use. This has now been superseded by Class E, and the premises has been in lawful use as an office.
- 1.3 This planning statement will cover the background to the application and provide the necessary information to enable its determination by officers at the Council. It will consider the proposal in light of relevant planning policies and other material considerations. The conclusion reached is that key material considerations and the wider objectives of National and Local planning policy support the grant of permission.
- 1.4 In addition to this planning statement, the application is accompanied by the appropriate planning application forms and ownership certificate, duly signed and completed, and the following documents prepared by 3DR Architects :
- Site Location Plan DPA 051 01 P1
 - 1:500 Site Plan DPA 051 02 P1
 - Existing Plan DPA 051 03 P1
 - Existing Elevations DPA 051 04 P1

- Proposed Roof and Site Plan DPA 051 09 P5
- Proposed Site and Floor Plans DPA 051 07 P10
- Proposed Elevation Plans DPA 051 08 P10

1.5 The relevant application fee will be submitted by the applicant separately.

2. Site Location and Description

- 2.1 The site comprises a narrow, elongated plot within an established residential setting. It is located at the end of Crest Close, which connects onto the A3032.
- 2.2 The site is surrounded by other residential dwellings, comprising a mix of 1.5 and 2 storey terraced, semi-detached and detached dwellings.
- 2.3 The properties have a variety of architectural styles and use of materials, although shallow pitched roofs and large fenestration details are common. Off street parking is also a characteristic of the area, accommodated by frontage hardstanding
- 2.4 The existing workshop buildings on the site are single storey in scale and are constructed of white painted brick and concrete tiles. The frontage of the yard comprises hardstanding.

3. Planning History

- 3.1 The relevant planning history of the site is outlined below.
- 3.2 **141558**- proposed change of use from existing workshop (Use Class B1c) to a single detached dwelling (Use Class C3) with ground floor

extension and creation of first floor, access and parking. Application refused 01/10/2014

- 3.3 **151285**- full application for the proposed conversion of existing workshop (B1c Use Class) to a single detached dwelling (C3 Use Class) with associated access and parking. Application approved 03/06/2015.
- 3.4 The previous permission referred to the conversion of an existing workshop in B1(c) use. This has now been superseded by Class E, and the premises has been in lawful use as an office.

4. Development Proposals

- 4.1 The National Design Guide (2019) identifies that “well-designed homes and buildings are functional, accessible and sustainable. They provide internal environments and associated external spaces that support the health and well-being of their users and all who experience them. They meet the needs of a diverse range of users, taking into account factors such as the ageing population and cultural differences. They are adequate in size, fit for purpose and are adaptable to the changing needs of their occupants over time” (para 120-121).
- 4.2 Regarding the requirements of NPPG Paragraph: 029 Reference ID: 14-029-20140306 in respect of Design and Access Statements, the proposal is described as follows:
- 4.3 **Use and Amount:** The application proposes the conversion of the existing single storey office on the site into a single-storey detached 2-bedroom dwellinghouse with off street parking. The previous permission referred to the conversion of an existing workshop in B1(c) use. This has now been superseded by Class E, and the premises has been in lawful use as an office.

- 4.4 **Layout Scale and Mass:** The present commercial building comprises two separate buildings which are to be connected by a covered workspace. The proposal seeks to utilise this structure by converting the property into one building to host the proposed dwelling.
- 4.5 The proposal will retain the single-storey form of the building to ensure the development will not result in an increase in massing or create a noticeable change to the surrounding context.
- 4.6 The lounge/diner and Kitchen will be accessible via the main entrance, whilst the two bedrooms will be located at the rear of the property along with an ensuite, a WC, and a home office.
- 4.7 **Landscaping:** any existing mature trees towards the southern end of the site are proposed to be retained along with the existing fence surrounding the site, measuring 1.8m tall.
- 4.8 A garden area will be located at the front of the site, as well as a private courtyard towards the centre of the site, both incorporating new native planting to create for a landscaping scene sympathetic to its surrounding.
- 4.9 **Appearance:** To compliment the surrounding residential development the dwelling is proposed to reflect the building materials of the neighbouring residential dwelling.
- 4.10 The existing layout, as previously mentioned, will be retained, and the building height will not increase to ensure the dwelling does not appear as an anomaly to its context because of its shape and massing.
- 4.11 The roof form will remain part flat, with a part gable design introduced to reflect the residential dwellinghouses surrounding the site.

- 4.12 **Access & Parking:** similarly to the neighbouring properties, two off-street parking spots will be provided for the proposed dwelling on the plot on a new gravel driveway, with vehicle access restricted by the existing sliding entrance gates.

5. Policy Assessment

- 5.1 **National Guidance:** The National Planning Policy Framework (NPPF) is a relevant material consideration to the application.
- 5.2 The purpose of the planning system is to contribute to the achievement of sustainable development. So that sustainable development is pursued in a positive way, at the heart of the Framework is a presumption in favour of sustainable development. Paragraph 39 of the NPPF states that “Local planning authorities should approach decision on proposed development in a positive and creative way” and “at every level should seek to approve applications for sustainable development where possible”. Paragraph 124 of the NPPF comments that planning should “promote an effective use of land” in “meeting the need for homes and other uses, whilst safeguarding and improving the environment and ensuring safe and healthy living conditions”.
- 5.3 Paragraph 61 confirms the Government’s objective to boost the supply of housing, and paragraph 8 identifies the three objectives of sustainable development, as economic, environmental and social.
- 5.4 Paragraph 131 identifies that “Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities”, whilst paragraph 139 states that significant weight should be given to “outstanding or innovative designs which promote high levels of sustainability, or help raise the standard of design more generally in

an area, so long as they fit in with the overall form and layout of their surroundings.”

- 5.5 Paragraph 73 of the NPPF highlights the important contribution of small and medium sized sites towards meeting the housing requirements of an area, with an emphasis placed on supporting windfall sites which are in established settlements for homes.
- 5.6 The National Design Guide builds on the above, and clarifies that “well-designed neighbourhoods need to include an integrated mix of tenures and housing types that reflect local housing need and market demand. They are designed to be inclusive and to meet the changing needs of people of different ages and abilities. New development reinforces existing places by enhancing local transport, facilities and community services, and maximising their potential use” (para 109).
- 5.7 **Principle of Development (loss of employment):** Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that planning applications be determined in accordance with the Development Plan, unless material considerations indicate otherwise.
- 5.8 The relevant documents to this application are as follows:
 - Core Strategy (adopted 29 January 2010) (CS)
 - Wokingham Borough Development Plan (adopted 21 February 2014) (MDD)
- 5.9 MDD Policy CC01 highlights that developments which accord with the policies in the Development Plan for Wokingham Borough will be approved without delay. Compliance with the Wokingham Development Plan will be highlighted throughout this statement.
- 5.10 Policy CP9 of the core strategy and MDD Policy CC02 promote development proposals within development limits, which will be acceptable in principle. The site is located within the Major

Development Location of Twyford and as such, the proposed development should be acceptable providing that it complies with the principles stated in the Local Development Plan.

- 5.11 CS Policy CP15 seeks to protect existing B1, B2 and B8 uses, to ensure a net loss of B Use floor space is avoided. However, Use Class E has superseded this and the premises are lawfully in use as an office. As such, this policy no longer applies to the site.
- 5.12 At a national level, NPPF paragraph 125, point c outlines that planning policies and decisions should give substantial weight to the value of using suitable brownfield land within settlements for homes and other identified needs, proposals for which should be approved unless substantial harm would be caused.
- 5.13 Primarily it is crucial to note Paragraph 128 of the NPPF, which highlights the need for planning authorities to have a positive approach towards alternative uses of developed land, with emphasis placed on the *'use of retail and employment land for homes in areas of high housing demand, provided this would not undermine key economic sectors or sites or the vitality and viability of town centres and would be compatible with other policies in this Framework'*.
- 5.14 The site is located within an established residential neighbourhood, surrounded by residential dwellings, not an established designated Core Employment Area. The closest Core Employment Area is Ruscombe Business Park located 0.8 miles away.
- 5.15 The Borough has a growing need for the development of residential dwellings, which is unmet. This is presented within the Wokingham Borough Five Year Housing Land Supply Statement, published January 2025, which stated the council can only demonstrate a 1.7 year housing land supply.

- 5.16 It is crucial to note the proposed change of use from B1(c) use class to C3 residential use was acceptable in principle in the previous application. As set out, the building has since been in use as an office under Class E, which also covers the former B1(c) use. As such, this application should be viewed in the same manner.
- 5.17 In summary, it is evident the proposed change of use from Class E to C3 is acceptable in principle. The site is located within the settlement boundary and the Borough has an unmet high demand for residential development. It is not located within an established Core Employment Area, rather an existing residential neighbourhood. The previous application for the conversion of the building to residential was approved. Core Strategy policy CP15 seeks to protect B uses, however the creation of Use Class E since the adoption of that policy has enabled the premises to lawfully operate as an office, reducing the weight of that policy.
- 5.18 As such, the proposed change of use is a complaint and in accordance with CS Policy CP15 and paragraph 128 of the Framework.
- 5.19 **Character and Appearance of the Area:** CS **Policy CP1 – Sustainable Development** seeks to promote development which maintains or enhances the high quality of the environment.
- 5.20 CS **Policy CP3 – General Principles for Development** outlines at point a, that development must be of an appropriate scale of activity, mass, layout, built form, height, materials and character to the area together with a high quality of design.
- 5.21 The proposed conversion of the existing building to a single detached dwelling (C3 Use Class), together with the provision of associated access and parking, would not harm the character of the area. The site lies within a predominantly residential context, where the

introduction of a new, small scale dwelling would integrate well with the established pattern of development.

- 5.22 The scale, form and appearance of the proposed dwelling would be in keeping with the surrounding built environment, ensuring that it complements the existing street scene rather than detracting from it. The proposal makes efficient use of previously developed land in a sustainable location, while preserving the character and appearance of the area in accordance with the relevant policies of the development plan.
- 5.23 The proposal replicates the Gross Internal Area (GIA) of the previously approved scheme under application reference 151285, which, although subsequently lapsed, nonetheless confirms that the Council previously found development of this scale and footprint acceptable in this location. The re-submission does not increase the size, bulk or massing of the building beyond that earlier approval and therefore must equally be regarded as acceptable in terms of its impact on the character and appearance of the surrounding area. As no material changes have occurred that would alter the planning balance, it is reasonable to conclude that the proposal continues to respect local character in line with the Council's established position.
- 5.24 **Residential Amenity:** CS CP3 promotes development of high-quality design which do not have a detrimental effect to the amenity of adjoining land uses and occupiers.
- 5.25 MDD Policy TB07 sets out internal Space standards for new developments. In the case of 2-bedroom houses, properties should have a minimum gross internal area of 83sqm. The proposed dwelling complies with this, with an overall GIA of 84sqm, which meets this standard.

- 5.26 The proposed layout and design of the dwelling has been designed to maximise the adequacy of living conditions of the future occupiers whilst minimising the effect on the amenity of existing residents.
- 5.27 The proposed change of use of the commercial building to a single detached dwellinghouse is acceptable in a residential amenity regard, providing a less intense and more compatible use within the predominantly residential context.
- 5.28 The new dwelling has been designed to provide a good standard of internal and external living environment for future occupiers, with appropriate outlook, natural light and private amenity space. Importantly, the rear garden space is sufficient in both size and usability to meet the day-to-day needs of future residents, consistent with local standards and expectations.
- 5.29 Furthermore, the layout ensures there would be no unacceptable overlooking, overshadowing or loss of privacy to neighbouring properties. As such, the proposal would enhance amenity for both existing residents and future occupiers, fully in accordance with local and national planning policy.
- 5.30 Whilst it is acknowledged that the proposed garden space falls short of the Borough Design Guide recommended garden length of 11m, as confirmed within the previous decision notice for the same proposal, *'it is considered that the provision of a central courtyard together with the small area to the rear of the proposed dwelling would allow a suitable area able to accommodate typical garden activities'*. As such, the proposed amenity space, being unchanged, should still be deemed as acceptable.
- 5.31 Detrimental overbearing impact upon future occupiers from neighbouring dwellings will also be prevented. The separation distances are kept between Hilltop Yard and the Crest Close Flat.

Moreover, Hilltop Yard will also keep to the building line of Hilltop Bungalow. Combined, these factors ensure there will be no detrimental overbearing or loss of privacy to the future occupiers from their neighbours. Once again, this was confirmed within the previously granted planning permission for the same manner, and hence this should be viewed in the same manner.

- 5.32 In regard to the amenity of neighbouring dwellings, the proposed dwelling will be single storey in nature, with windows only on the ground floor, not facing into windows of neighbouring dwellings, protecting the privacy of the neighbouring uses.
- 5.33 The proposed development would not breach the 25° or 45° angles taken from neighbouring property windows and accordingly would not result in any adverse effect with regard to loss of light.
- 5.34 Finally, it is believed the proposed change of use would further benefit the amenity of the neighbouring dwellings by providing a use which will seemingly blend into the surrounding context.
- 5.35 **Trees and Landscaping:** MDD Policy CC03 seeks to protect and retain existing trees, hedges and landscaping features, and promotes development which incorporate high quality landscaping.
- 5.36 The existing mature trees along the boundary will be retained, and landscaping features will be proposed along the private amenity space to enhance the landscaping of the site. These can be addressed and controlled via planning condition if deemed required.
- 5.37 **Transport and Parking:** CS Policy CP6 highlights the need for development to provide appropriate vehicular parking, not cause highway problems, and be strategically located near other modes of transport.

- 5.38 MDD Policy CC07 states that for planning permission to be granted, the appropriate overall level of off-street parking should be provided, and in compliance with the parking standards set out in Appendix 2 of the MDD.
- 5.39 In exceeding the required parking guidance set out in Appendix 2, two off-street parking spaces will be provided for the proposed dwelling. Due to the Town and Fringe categorisation of Twyford, as set out in the MDD, an additional 0.2 parking spaces is required by the parking standards.
- 5.40 However, it is crucial to note the site is located in a sustainable Major Development Location, ensuring the site is accessible via various public transport methods. This reduces any further pressures to allocate additional parking.
- 5.41 Nonetheless, the elongated driveway could accommodate additional informal parking in case it may be required by future occupiers or visitors.
- 5.42 The parking arrangement has not been altered from the previously approved application, ref 151285, with the Council's highways recommending approval in their previous response. Due to highways raising no concerns previously, the same logic should be applied in this application.
- 5.43 **Contamination:** There are no known contamination concerns for the site. A contaminated Land Survey accompanied the previous submission, confirming there were no contamination concerns for the site at the time of that submission.
- 5.44 There should be no changes in regard to any contaminations concerns of the site. Therefore, the residential proposal on site should still be deemed as an acceptable.

5.45 **Sustainability and Energy:** Paragraph 8 of the NPPF supports the transition of development to a low carbon future. The national Code for Sustainable Homes has now been abolished, as referred to in the Council's MDD Local Plan Policy CC04. However, it is proposed that the development would conform to Part L of the Building Regulations which as of 2022 requires a 30% reduction than current standards. By way of contributing to the reduction in carbon, the proposal would also achieve current building construction standards with added sustainability measures through;

- A. The limitation of the amount of inherent material, structure and embodied energy through the employment of good building standards to create an excellent SAP rating;
- B. Use of locally sourced, recycled materials and labour where practicable;
- C. Refuse, recycling and composting facilities to be provided to work with the Council's existing waste and recycling collection service;
- D. Recycling of waste construction materials where practicable;
- E. Permeable driveway/parking spaces to avoid increase in surface water runoff;

5.46 The proposal is therefore considered to comply with sustainability objectives in this respect.

5.47 **Biodiversity and Ecology:** Policy CP7 seeks the protection and conservation of protected species and habitats and expects mitigation measures to be implemented to prevent damaging impacts if needed.

5.48 A Preliminary Ecological Appraisal, prepared by John Wenman Ecological Consultancy, accompanies this submission. The desk study

(including a Thames Valley Environmental Records Centre (TVERC) 1 kilometre data search) revealed that the application site is not statutorily or non-statutorily designated for its wildlife interest and has no protected/notable species records. John Wenman MCIEEM carried out a site survey on June 5th 2025.

- 5.49 The application site comprises a 0.03ha commercial plot. The site is in a suburban setting surrounded by residential properties and their associated gardens. The site is primarily built development of negligible ecological value. The site is unlikely to support protected and notable fauna such as amphibians, birds, mammals and reptiles, but there is low residual risk that they could be found on site precautions are set out.
- 5.50 The buildings showed no evidence of the presence of bats and are unlikely to support roosting bats and therefore the proposals are unlikely to affect bats or their roosts.
- 5.51 **Community Infrastructure Levy:** The relevant community infrastructure levy forms have been submitted alongside this application.

6. Conclusion

- 6.1 This statement has demonstrated that the proposed development is acceptable in principle and makes an efficient use of land.
- 6.2 Material planning considerations have been carefully considered and analysed, as evidenced in section 5 of this statement and the supporting plans and documents. It is considered the proposed development would contribute an appropriate windfall site to the Borough's housing supply, without adverse effect on the character of the area or the amenity of neighbouring residents.

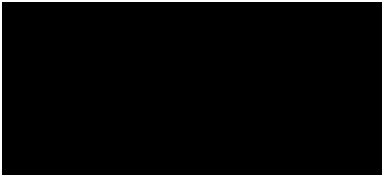
- 6.3 It is considered that the proposed scheme complies with relevant Development Plan Policies and is further supported by National Guidance. Therefore, it is respectfully requested that planning permission is granted.



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DRAFT OFFICER REPORT

Application Number:	F/2015/1313
Expiry Date:	29 th July 2015
Site:	Hilltop Yard, Crest Close, Ruscombe, RG10 9BQ
Proposal:	Full application for the proposed conversion of existing workshop (B1c Use Class) to a single detached dwelling (C3 Use Class) with associated access and parking.
Property Description:	The application site comprises a number of old single storey buildings that make up the workshop and parking area of Hilltop Yard which is located within a residential area.
Planning History:	<p>F/2014/2758 - Proposed conversion of existing workshop (B1c) to detached dwelling (C3) with erection of first floor extension, new access and parking – Refused – 26/03/2015</p> <p>F/2014/1256 - Proposed change of use of existing workshop (Use Class B1c) to a single detached dwelling (Use Class C3) with ground floor extension and creation of first floor, access and parking – Refused - 02/10/2014</p> <p>R/350/66 – Continued use of premises as builder's yard & office – Approved - 02/01/1967</p> <p>21694 – Single storey extension to workshop to form store – Approved</p>
Planning Constraints:	<p>Major Development</p> <p>Contaminated Land Consultation Zone</p> <p>Groundwater Zone</p> <p>Sand and Gravel Extraction Area</p> <p>Aerodrome Safeguarding for Wind Turbines</p>

Planning Policy Considerations:

<u>National Policy</u>	<u>NPPF</u>	National Planning Policy Framework
<u>Adopted Core Strategy DPD 2010</u>	<u>CP1</u>	Sustainable Development
	<u>CP3</u>	General Principles for Development
	<u>CP5</u>	Housing Mix, Density & Affordability
	<u>CP6</u>	Managing Travel Demand
	<u>CP7</u>	Biodiversity
	<u>CP9</u>	Scale and Location of Development Proposals
	<u>CP15</u>	Employment Development
<u>Managing Development Delivery Local Plan</u>	<u>CC01</u>	Presumption in Favour of Sustainable Development
	<u>CC02</u>	Development Limits
	<u>CC03</u>	Green Infrastructure, Trees and Landscaping
	<u>CC04</u>	Sustainable Design and Construction
	<u>CC06</u>	Noise
	<u>CC07</u>	Parking
	<u>TB07</u>	Internal Space Standards
	<u>TB21</u>	Landscape Character
	<u>TB23</u>	Biodiversity & Development
<u>Supplementary Planning Documents (SPD)</u>	<u>BDG</u>	Borough Design Guide SPD

Consultation Comments

Ecology:

Satisfied that the submitted bat survey demonstrates that this development is unlikely to adversely affect the local bat population and works can proceed

Highways:	No objection, subject to conditions
Environment Agency:	Low environmental risk
Trees & Landscape:	Restricted nature of this site means there is no room to accommodate any meaningful level of soft landscaping that could achieve screening/softening of views of this dwelling. Unable to support this application as I consider it is contrary to MDD Local Plan Policy CC03 and Core Strategy CP3;
Environmental Health:	No comment
Councillor:	Asked to be kept appraised, provided no objection
Parish Council:	No comments received
Neighbours:	2 x comment; noise from gravel driveway & 1 x objection; loss of views – <i>The revised application has been reduced to single storey in scale and therefore the roofscape of other dwellings in the locality will remain visible and the proposal will not impact upon the outlook of neighbouring properties</i>

Appraisal:

Principle of Development

The National Planning Policy Framework (NPPF) is a material consideration and advises that in assessing and determining development proposals, local planning authorities should apply the presumption in favour of sustainable development (para 197). Development must also be of a high quality design and a good standard of amenity for all existing and future occupants of land and buildings (para 17). Planning policies and decisions should encourage the effective use of land by re-using land that has previously been developed (brownfield land), provided that it is not of high environmental value (para 111). However permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions (para 64).

Policy CP9 of the Core Strategy states that proposals within development limits will be acceptable in principle. The site is located within the Major Development Location of Twyford, and as such the development should be acceptable providing that it complies with the principles stated in the Local Development Plan. 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.

Policy CP15 seeks to ensure that any change of use from a B1, B2 and B8 use does not result in a net loss of floorspace in B use within the borough. It also seeks to ensure that such provision is made up of differing sizes, types and quality and locations to encourage a range of business types within the borough.

Impact on Character of the Area

Crest Close and the surrounding area is suburban in appearance with a mixture of dwellings including semi-detached and detached dwellings along with chalet bungalows, blocks of flats and a row of maisonettes with shops on the ground floor. All have pitched and gable ended roofs and are set in an open plan estate.

The application site comprises two single storey buildings with covered link/walk way which has access from Crest Close. The proposal would involve the conversion of the existing buildings to provide living and sleeping accommodation all at ground floor level, whilst the existing central covered work area will be repurposed into a private courtyard. A single storey gallery will maintain the connection between the two parts of the building.

The proposal has been reduced in height and mass in response to previous refusals F/2014/1256 and F/2014/2758. The proposed development is now entirely single storey. The proposed development has also undergone design alterations in order to better reflect the scale of immediate neighbours to the property. The revised flat roof design of the front section is now in line with Hilltop Farm Bungalow to the west of the application site reflecting the existing workshop scale and minimising the mass of the development.

The Borough Design Guide SPD seeks to ensure that new residential development is, amongst other things, designed to contribute positively to the underlying character and quality of an area and relate to neighbouring land uses.

Hilltop yard is a unique site, centrally located between existing residential development of varying appearance. The revised design is considered to represent a sympathetic addition, with smaller fenestration detailing than previously proposed, and a part flat, part gabled roof which allows the proposal to assimilate into the environs.

Amenities of Future Occupiers

Internal Space standards

Proposals for new residential units, including change of use or conversions, should ensure that the internal layout and size are suitable to serve the amenity requirements of future occupiers. MDD Local Plan policy TB07 sets out these internal space standards. A two bedroom dwelling would be expected to have a minimum gross internal floor area (GIA) of 83 sq metres. The dwelling provides for 84 sq metres GIA and thus is in compliance with the policy.

The dwelling should also accommodate for a minimum combined floor area of living, dining and kitchen space of 27 sq metres. The proposal would provide for c.42 sq metres and given the size of the rooms, the configuration of the dwelling and its windows, the proposal would comply with policy.

Private Rear Amenity Space

The original application proposed a private garden of 8m in length. This has been revised under the previous and current application to 10m, along with the provision of a central courtyard and rear functional amenity area.

Whilst the main garden area falls short of the Borough Design Guide recommended garden length of 11m, in this instance it is considered that the provision of a central courtyard together with the small area to the rear of the proposed dwelling would allow a suitable area, able to accommodate typical garden activities.

It is also material to note that the King George Recreation Ground is located approximately 350m away along Litchfield Road.

Privacy

The proposed amenity area to the front of Hilltop yard would be overlooked by the rear dormer window of the neighbouring property at Hilltop Bungalow and thus there are some concerns with regards to privacy. Due to the nature of the proposals, the separation distance between Hilltop Yard and the Crest Close flats and given it would be on a similar building line to the adjacent Hilltop Bungalow it is not considered that there would be a detrimental overbearing impact upon future occupiers from neighbouring dwellings.

Neighbour Impacts

Crest Close Flats

The previous application was considered to result in an unacceptable overbearing impact on the occupants of the flats due to the height of the southern two storey element and its proximity to the boundary with the flats' amenity area.

The reduction in scale from two storey to single storey addresses these concerns, and with all windows being located at single storey they would not result in any harmful overlooking or loss of privacy.

In terms of a loss of light, using the 25 degree loss light rule to ground floor flats in-line with the two storey elements there would be no significant loss of light impact on ground floor flats.

Baldwin Court:

The two storey north elevation would be immediately adjacent to a two storey blank elevation on Baldwin Court with a narrow amenity strip between. It is considered that as the proposed two storey elevation would be adjacent to a blank elevation there is unlikely to be any adverse amenity impacts on the occupants of Baldwin Court.

Hilltop Bungalow:

Hilltop Bungalow has been converted into a chalet bungalow with a rear dormer window. The proposals being single storey and sited broadly in-line with the rear elevation of Hilltop Bungalow would not result in an adverse overbearing impact on the occupants of Hilltop Bungalow. In terms of loss of light, Hilltop Bungalow has no side windows and as such there would be no impact on such windows.

Loss of Employment Use

The application site is currently a workshop under the B1c Use Class. Policy CP15 of the Core Strategy states that "any proposed changes of use from B1, B2 & B8 should not lead to an overall net loss of floorspace in B Use within the borough". The applicant has demonstrated that the proposed change of use to a dwelling is the only viable long term use for the site. As such the proposal is in compliance with the requirements of Policy CP15 of the Core Strategy.

Highways

The proposed development provides for two parking spaces and would not affect the access to the application dwelling. The Highways officer has raised no objection to the proposals. Therefore there would be no highway implications resulting from the proposed development.

Conclusion

This revised application is considered to overcome the previous reasons for refusal of planning app ref. F/2014/2758. There are no highway implications resulting from the development and the proposals are considered to be of an appropriate mass, layout, built form, height and materials and thus the application is recommended for approval

Recommendation: Approve
Date: 12th August 2015
Case Officer: DH1

Recommendation Agreed By

Position:

Team Manager - Development Management

Date:

20/8/15

OFFICER REPORT – DRAFT DECISION NOTICE

Expiry Date: 29 July 2015

Application Number: F/2015/1313

Parish: Twyford

Location: Hilltop Yard, Crest Close, Ruscombe, Reading, RG10 9BQ

Proposal: Full application for the proposed conversion of existing workshop (B1c Use Class) to a single detached dwelling (C3 Use Class) with associated access and parking.

Recommendation: Approve

Conditions List

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
2. This permission is in respect of the submitted application plans and drawings numbered 01 P2, 02 P2, 03 P1, 04 P1, 07 P10, 08 P10, 09 P8 and 10 P1 received by the local planning authority on 3rd June 2015. The development shall be carried out in accordance with the approved details unless otherwise agreed in writing by the local planning authority.
3. Before the development hereby permitted is commenced, samples and details of the materials to be used in the construction of the external surfaces of the building/s shall have first been submitted to and approved in writing by the local planning authority. Development shall not be carried out other than in accordance with the so-approved details.
4. Before the development hereby permitted is commenced details of all boundary treatment(s) shall first be submitted to and approved in writing by the local planning authority. The approved scheme shall be implemented prior to the first occupation of the development or phased as agreed in writing by the local planning authority. The scheme shall be maintained in the approved form for so long as the development remains on the site.
5. No part of any building(s) hereby permitted shall be occupied or used until the vehicle parking and turning space has been provided in accordance with the approved plans. The vehicle parking and turning space shall be retained and maintained in accordance with the approved details and the parking space shall remain available for the parking of vehicles at all times and the turning space shall not be used for any other purpose other than vehicle turning.
6. No building shall be occupied until secure and covered parking for cycles has been provided in accordance with the approved drawing(s)/details. The cycle parking/ storage shall be permanently so- retained for the parking of bicycles and used for no other purpose.

7. No development approved by this planning permission shall take place until a remediation strategy that includes the following components to deal with the risks associated with contamination of the site shall each be submitted to and approved, in writing, by the local planning authority:

i. A preliminary risk assessment which has identified:

- all previous uses
- potential contaminants associated with those uses
- a conceptual model of the site indicating sources, pathways and receptors
- potentially unacceptable risks arising from contamination at the site.

ii. A site investigation scheme, based on (1) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.

iii. The results of the site investigation and the detailed risk assessment referred to in (2) and, based on these, an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.

iv. A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy in (3) are complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action.

Any changes to these components require the express written consent of the local planning authority. The scheme shall be implemented as approved.

8. No occupation of any part of the permitted development shall take place until a verification report demonstrating completion of works set out in the approved remediation strategy and the effectiveness of the remediation shall be submitted to and approved, in writing, by the local planning authority. The report shall include results of sampling and monitoring carried out in accordance with the approved verification plan to demonstrate that the site remediation criteria have been met. It shall also include any plan (a “long-term monitoring and maintenance plan”) for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action, as identified in the verification plan. The long-term monitoring and maintenance plan shall be implemented as approved.

9. No infiltration of surface water drainage into the ground at this site (Hilltop Yard) is permitted other than with the express written consent of the local planning authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to controlled waters. The development shall be carried out in accordance with the approval details.

10. Piling or any other foundation designs using penetrative methods shall not be permitted other than with the express written consent of the Local Planning Authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to groundwater.

Reasons List

1. In pursuance of s.91 of the Town and Country Planning Act 1990 (as amended by s.51 of the Planning and Compulsory Purchase Act 2004).

2. For the avoidance of doubt and to ensure that the development is carried out in accordance with the application form and associated details hereby approved.
3. To ensure that the external appearance of the building is satisfactory. Relevant policy: Core Strategy policies CP1 and CP3.
4. In the interests of amenity and highway safety. Relevant policy: Core Strategy policies CP1, CP3 and CP6.
5. To provide adequate off-street vehicle parking and turning space and to allow vehicles to enter and leave the site in a forward gear in the interests of road safety and convenience and providing a functional, accessible and safe development and in the interests of amenity. Relevant policy: Core Strategy policies CP3 & CP6 and Managing Development Delivery Local Plan policy CC07.
6. In order to ensure that secure weather-proof bicycle parking facilities are provided so as to encourage the use of sustainable modes of travel. Relevant policy: NPPF Section 4 (Sustainable Transport) and Core Strategy policies CP1, CP3 & CP6 and Managing Development Delivery Local Plan policy CC07.
7. The geological strata under this site consist of Secondary A Aquifers over a Principal Aquifer in the Chalk and the site is located within an outer source protection zone (SPZ2) for a public water supply. Currently the sealed surfaces of the present buildings might be covering historic contamination. Removal of buildings may allow contamination to be mobilised. The exposed chalk is only 180 metres to the east of this site (down slope) and therefore any mobilised contamination may reach the Chalk aquifer.
8. The geological strata under this site consist of Secondary A Aquifers over a Principal Aquifer in the Chalk and the site is located within an outer source protection zone (SPZ2) for a public water supply. Currently the sealed surfaces of the present buildings might be covering historic contamination. Removal of buildings may allow contamination to be mobilised. The exposed chalk is only 180 m to the east of this site (down slope) and therefore any mobilised contamination may reach the Chalk aquifer.
9. This site has a history of potentially contaminative industrial use. We need to protect the aquifers under the site from mobilisation of any contamination that may be present in made ground, soil or groundwater that could be mobilised through the use of infiltration and devices, such as soakaways in areas of contamination.
10. Piling that connects the surface of the site with the underlying Chalk aquifer may not be suitable unless the site investigation demonstrates that the soils and in particular the groundwater are uncontaminated

Informative

1. Should any bats or evidence of bats be found prior to or during the development, all works must stop immediately and an ecological consultant or the Council's ecologist contacted for further advice before works can proceed. All contractors working on site should be made aware of the advice and provided with the contact details of a relevant ecological consultant.

Recommendation and conditions/reasons agreed:



Date: 20/8/15

REMEMBER - The earliest date for a decision on this application is:



| CIL
| Enforcement
| Land Promotion
| Planning
| Sequential Tests
| Viability

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