

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261283
Site Address:	3 Green Croft, Wokingham, RG40 1QE
Expiry Date:	23 July 2026
Site Visit Date:	20 July 2026
Proposal: Householder application for the proposed garage conversion to habitable accommodation plus erection of a single storey side extension along with associated changes to fenestration.	

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 CP8 – Thames Basin Heaths Special Protection Area CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits TB06 – Development of Private Residential Gardens
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy SS4 – Development within or adjacent to minor settlements SS7 – Development in the vicinity of Atomic Weapons Establishments H12 – Residential development of existing private gardens NE3 – Thames Basin Heaths Special Protection Area
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
151492	Proposed erection of a single storey rear extension to dwelling to create conservatory, following demolition and removal of existing sun room.	Approved 6 th July 2015

CONSULTATION RESPONSES

Internal
WBC Digital Solutions Scanning- No comments received
External

None consulted

REPRESENTATIONS

Parish/Town Council	No comments received
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description: The application site relates to a two-storey detached dwelling with associated parking and landscaping, located within a residential area of Wokingham. The site is surrounded by dwellings of similar character and design.

Proposal: This application seeks permission for the proposed garage conversion to facilitate habitable accommodation plus erection of a single storey side extension along with associated changes to fenestration. The proposed garage conversion will accommodate two bedrooms; whilst the single storey side extension will accommodate two en-suite bathrooms.

The proposed side extension will be approximately 4 meters in depth, 2.5 meters in width and 3 meters in height.

Planning History: Planning permission was granted on 6 July 2015 for the erection of a single-storey rear extension to create a conservatory, following the demolition and removal of the existing sunroom.

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: Policy CP3 of the Core Strategy states that developments are of appropriate scale of activity, mass, layout, built form, height, materials and character to the area together with a high quality of design without detriment to other adjoining land users. R1 of the Borough Design Guide SPD requires that development contribute positively towards and be compatible with the historic or underlying character and quality of the local area.

Green Croft and the surrounding area comprise of detached dwellings, that follow the same character and design. Throughout the locality, each dwelling contains parking

and a small area of amenity space to the front. R23 or the Borough Design Guide (BDG) states that alterations and extensions to buildings should be well designed, respond positively to the original building, contribute positively to the local character and relate well to neighbouring properties.

The proposed extension is set below the eaves height of the host dwelling and remains contained within the site boundaries, maintaining the 1-meter amenity distance as recommended by the Borough Design Guide (BDG). The extension incorporates a flat roof design that reflects the existing garage, ensuring that it relates well to the host dwelling and appears as a cohesive and subordinate addition.

The proposed side extension is set back by approximately 2.3 metres from the principal elevation, reducing its visual impact and preventing an overly bulky appearance within the street scene. Furthermore, a level of amenity space is retained at the front which is in line with the guidance contained within the Borough Design Guide (BDG), which emphasises the importance of setbacks in maintaining the subordinate appearance of front extensions.

The extension would be located approximately 12 metres from No. 29 Piggott Road, allowing for the retention of adequate private amenity space. Although two small windows are proposed within the north and south elevations, the single-storey nature of the development and its separation from neighbouring properties ensure that no unacceptable overlooking or loss of privacy would occur. The proposal therefore accords with the amenity guidance contained within the Borough Design Guide (BDG). Given the locality and the modest size plot, the proposed development would appear as a sympathetic and subservient addition to the host dwelling, and the development will utilise materials that match the existing, further enhancing visual continuity.

Therefore, the proposed development is considered acceptable and will have an acceptable impact on the character of the street scene. The proposal is therefore in accordance with policies CP1 and CP3 of the Core Strategy and the advice and guidance contained in the Borough Design Guide.

Neighbouring Amenity: Paragraph 135(f) of the National Planning Policy Framework (NPPF) requires development to secure a “high standard of amenity for existing and future users”. This is reinforced by Policy CP3 of the Core Strategy, which requires development to be of an appropriate scale, mass, layout and height, and to achieve a high quality of design without detriment to the amenities or quality of life of adjoining occupiers.

The application site itself is positioned on a corner plot and benefits from vast amenity space at the rear. The Borough Design Guide emphasises on developments retaining adequate levels of amenity space to ensure visual privacy. Whilst the proposed window to the front elevation does not fully meet the separation distances recommended in the Borough Design Guide (BDG), it is small in scale and serves a limited area. Furthermore, the window would not directly overlook any private amenity areas, such as the patio or garden serving No. 4 Green Croft. On this basis, it is not considered that the proposal would result in an unacceptable loss of privacy or overlooking.

Overall, having regard to its modest height, scale and relationship with neighbouring properties, the proposal would not result in unacceptable harm to neighbouring amenity by reason of overlooking, loss of light or overbearing impact.

Highway Access and Parking Provision: The proposed Parking Plan shows space for three vehicles. There is no change in level of driveway parking available, and no off- street parking is proposed. As a result, the proposal does not impact parking or access provisions, therefore, no objection from Highways have been raised.

Flooding and Drainage: The application site lies within Flood Zone 1 and is therefore at low risk of fluvial flooding. Furthermore, there are no known records of surface water or groundwater flooding affecting the location of the proposed extension. As such, the development is considered acceptable in terms of flood risk and drainage.

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.

Conclusion: For all the above, the proposal is acceptable, and the application is recommended for approval.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approve
Date:	21 July 2026
Earliest date for decision:	19 June 2026

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	21.07.2026

