

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252527
Site Address:	50 Scots Drive, Wokingham, RG41 3XE
Expiry Date:	17 December 2025
Site Visit Date:	7 November 2025
Proposal: Full application for the proposed conversion of existing outbuilding into ancillary, self-contained residential accommodation (retrospective).	

PLANNING POLICY	
National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP2 – Inclusive Communities CP3 – General Principles for Development CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC03 – Green Infrastructure, Trees and Landscaping CC04 – Sustainable Design and Construction CC06 – Noise CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage TB07 – Internal Space Standards TB21 – Landscape Character TB23 – Biodiversity and Development
Wokingham Borough Local Plan Update (LPU)	C5 – Parking and electric vehicle charging
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Sustainable Design and Construction Supplementary Planning Document

PLANNING HISTORY		
Application No.	Description	Decision & Date
961231 (F/1996/64707)	Proposed Single Storey Front Extension To Domestic Garage.	Approved 16/01/1997

241641	Application for a certificate of lawfulness for the proposed installation of 2 no. side dormers and changes to fenestration to facilitate conversion of the loft to habitable accommodation.	Approved 02/09/2024
241640	Householder application for the proposed conversion of the existing detached garage and outbuilding to habitable accommodation with associated changes to fenestration, raising of the roof with the addition of a parapet wall and structural modifications.	Approved 03/09/2024

CONSULTATION RESPONSES

Internal

WBC Environmental Health – No comments received.
WBC Drainage – No objection, subject to condition.
WBC Highways – Request further information.
WBC Landscape and Trees – No objection, subject to conditions.
WBC CIL – No comments received.
WBC Ecology – No comments received.
WBC Waste Services – No comments received.
WBC Cleaner and Greener – No comments received.

External

South East Water – No comments received.

REPRESENTATIONS

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

APPRAISAL

Site Description:

The application site consists of a detached bungalow and detached converted garage located on Scots Drive, Wokingham. The dwelling is set back from the road behind a gravelled area and driveway providing off-street parking. The road consists of a range of property types including bungalows, chalet-style bungalows, two-storey detached and semi-detached properties. All dwellings are of a similar age, and typical materials include brick, hung tiles, render and cladding.

The original garage was converted into habitable accommodation under permission 241640. The approved accommodation comprised a gym, lobby, shower room and study. The permission included changes to the original fenestration to replace the original garage door with a window and the addition of four further windows.

Note:

The description of the proposed development was amended during the decision-making process.

Original description

'Full application for the proposed conversion of existing outbuilding into a self-contained residential unit (Use Class C3) along with associated provision of private amenity space, bin storage and car and cycle parking. (retrospective)'.

Amended description

'Full application for the proposed conversion of existing outbuilding into ancillary, self-contained residential accommodation (retrospective)'.

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.

Character of the Area:

This application seeks approval for the conversion of the existing outbuilding to ancillary self-contained residential accommodation associated with the main dwelling. There are no changes proposed to the existing building internally or externally.

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.

The existing outbuilding is located to the rear of the host dwelling along the northern shared boundary. The outbuilding is currently used for purposes that are incidental to the enjoyment of the main dwellinghouse. The existing outbuilding is set approximately 1m from the main house. No increase in floorspace is proposed beyond the existing footprint of the outbuilding. The accommodation shall be used by family members and will remain subordinate to the main dwelling.

As there are no physical changes proposed to the structure, the proposal would not cause any detrimental harm to the character or appearance of the host dwelling or local area.

Neighbouring Amenity:

Overlooking, Loss of Light & Overbearing:

The use of the outbuilding as ancillary accommodation is compatible with the residential surroundings. Given there are no changes proposed to the footprint or form of the existing outbuilding, no adverse loss of privacy, overshadowing or overbearing impacts would be generated by the proposal.

Highway Access and Parking Provision:

The council's Highways officer was consulted on the original submission, which included the original description: 'Full application for the proposed conversion of existing outbuilding into a self-contained residential unit (Use Class C3) along with associated provision of private amenity space, bin storage and car and cycle parking. (retrospective)'.

The Highways officer advised that a separate unit of accommodation/independent property would require independent access to a designated on-site parking space which had not been shown in the submitted plans. A new dwelling would also require a minimum of one EV Charging Point.

However, as the proposal now specifies that the proposed accommodation would be ancillary to the main dwelling, the existing level of three off-street parking spaces is acceptable.

Amenity Space:

As the outbuilding already exists, there would be no change to the rear garden which is considered to be of a satisfactory size to accommodate both the host dwelling and ancillary accommodation with a shared garden space approximately 14m in length.

Flooding and Drainage:

WBC Drainage raised no objection to the principle of development; however they have requested additional drainage details prior to the commencement of the development. The site is located within Flood Zone 1 and is at low risk from surface water flooding according to Environment Agency mapping. Therefore, it is considered unreasonable to request further details when there will be no change to the existing footprint or size of the existing outbuilding, plus the site would retain sufficient permeable ground. Accordingly, the condition is not attached.

Landscape and Trees:

The application site is located on a residential road and benefits from soft landscaping features in the rear and front gardens. There are no protected trees on site.

The council's Trees and Landscape officer was consulted and raised no objection to the proposal, subject to a condition securing landscaping details. Whilst this is duly noted, there are no changes proposed to the existing soft landscaping, by virtue of the outbuilding remaining in its existing form. Therefore, a landscaping condition would not be reasonable in this instance as it is not relevant to the proposal. Accordingly, the condition is not attached.

Conclusion:

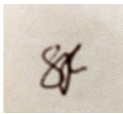
For the reasons set out above and subject to conditions, the proposal is acceptable as it accords with local policy and guidance.

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:	10 December 2025
Earliest date for decision:	13 November 2025

Recommendation agreed by: (Authorised Officer)	
Date:	10.12.25

PLANNING CONSTRAINTS/STATUS

Major Development Location

Bat Roost Habitat Suitability

Evendons Ward

Emmbrook Ward

Wokingham Parish