

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252316
Site Address:	5 Ashridge Road, Wokingham, RG40 1PP
Expiry Date:	25 November 2025
Site Visit Date:	3 October 2025
Proposal: Householder application for the proposed garage conversion, with roof alterations and installation of roof lights.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF)
Core Strategy (CS)	CP1 – Sustainable Development CP3 – General Principles for Development
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC04 – Sustainable Design and Construction CC07 – Parking
Joint Minerals and Waste Plan (JMWP)	DM1 - Sustainable Development
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy SS3 – Development within or adjacent to major and modest settlements
Other	National Planning Policy Guidance (NPPG) Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List North Wokingham SDL SPD

PLANNING HISTORY

Application No.	Description	Decision & Date
111531	Proposed erection of single storey rear extension, and replacement pitched roof to existing flat roof.	Approved – 21/04/2011

CONSULTATION RESPONSES

Internal

No comments received

External

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 comprises a modest two-storey semi-detached dwelling in Wokingham. The proposal seeks permission to convert the existing garage and construct a single-storey rear extension of c17.5sq m, featuring a wrap-around pitched roof extending from the existing porch and incorporating two roof lights.

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, within the major development location of Wokingham 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 states that the proposed development should maintain the high quality of the environment.

CP3 of the Core Strategy states that the proposed development should be of appropriate scale, mass, bulk, height, materials and of high-quality design.

Garage Conversion

The proposed garage conversion would involve bricking up the existing garage in replacement of the existing door, with the addition of 1no. front facing window. This would be appreciable from the street scene, however, the degree of change is not significant nor harmful to the character and appearance of the area. Thus this element of the proposal does not stand contrary to CP1 or CP3 of the borough design guide, particularly as matching materials are proposed to complement the host dwelling.

Rear Extension

The proposed single-storey rear extension measures c17.5sqm, with a maximum rear projection of c2.5 metres. This complies with BDG guidance, which states that rear extensions should not project more than 4 metres beyond the main rear wall of the dwelling. Given the proposed extension is to the rear of the dwelling, this would not be appreciable from the street scene and thus acceptable in character terms, complying with CP1 and CP3 of the Core Strategy.

Pitched Roof

The proposed pitched roof will increase the height of the original garage by approximately 1 metre, remaining subservient to the host dwelling and in keeping with the surrounding character.

Ashridge Road presents a relatively consistent street scene, predominantly featuring dwellings of red and beige brickwork. It is typical for properties in the vicinity to have small projecting porches and integrated garages. Several neighbouring dwellings, including the adjoining property at 5A Ashridge Road, have previously implemented garage conversions, as well as second story and rear extensions which in part inform the character of the area. The proposed development would therefore be in keeping with the established character and pattern of development along the street.

Neighbouring Amenity:

Overlooking:

The proposal is single-storey and modest in scale, with no side-facing windows.

The rear extension aligns with the existing rear building line of the neighbouring property (5A Ashridge Road).

The replacement of the garage door with a brick infill and a window is typical of similar conversions in the area which provides additional views of the street scene without compromising BDG standards front to front.

The rear elevation will include large, glazed doors, a rear window, and two roof lights — all of which are designed to preserve privacy and prevent overlooking given their modest height at single storey and positioning.

Loss of Light:

Given the single-storey nature of the extension, modest height, and limited rear projection, it is not anticipated that the proposal will result in any significant loss of light to adjoining properties.

Overbearing:

The scale and design of the proposed works are proportionate to the dwelling and surrounding context. As such, the extension will not appear overbearing or intrusive when viewed from neighbouring gardens or properties.

Highway Access and Parking Provision:

As per the Borough Design Guide (BDG), *“where a garage is to be converted into a room, the parking space will need to be replaced.”* The dwelling benefits from a retained driveway that can accommodate two vehicles and there are no parking restrictions on the road. The site is also within a sustainable location where residents are not reliant on car ownership to access facilities and services. The level of parking is considered acceptable and commensurate with the size of the dwelling.

Amenity Space:

The proposed extension is modest, at c17.5sq m. While the garden depth is marginally below the Council’s typical minimum of 11m, the retained garden area of c98.5sq m remains spacious and fully usable. The proposal therefore provides an acceptable level of private amenity space for the occupants.

Conclusion

The proposed development is a modest extension and garage conversion that accords with the principles set out in the Borough Design Guide. The design is in keeping of the character of the existing dwelling and the surrounding street scene, while maintaining acceptable standards of residential amenity and parking provision. The proposal is therefore considered to be an appropriate form of development and is recommended for approval.

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:	Approval
Date:	12 November 2025
Earliest date for decision:	21 October 2025

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	14.11.2025

PLANNING CONSTRAINTS/STATUS

- *Major development location – Wokingham*
- *Environment Agency Surface Water Flood Zones – 1 in 1000 risk*
- *Landscape Character Assessment 2019*
- *Ward – Norreys*
- *Parish – Wokingham*