

**Date:** 9 May 2025  
**Application:** 251106



**WOKINGHAM  
BOROUGH COUNCIL**

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Development Management &  
Compliance

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P.O. Box 157

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Shute End, Wokingham

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Berkshire, RG40 1BN

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Tel: (0118) 974 6000

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Minicom No: (0118) 974 6991

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Dear ,

**Householder Consultation**

**Application Number:** 251106

**Applicant:** Mr & Mrs Donato

**Site Address:** 6 Villiers Close, Wokingham, RG41 4EP

**Parish:** Wokingham Town

**Grid Reference:** Easting - 479762, Northing - 167764

**Type of Development:** Other Householder

**Proposal:** Householder application for the proposed loft conversion to create habitable space with changes to fenestration.

**Case Officer:** Cameron Young

Development Management has received the above application and we require your comments on the proposal using the recommended memorandum below. The documents associated with this are available to view in NEC DM using the application number 251106. Alternatively, public documents are available to view on the Council's planning application search page: [Wokingham Borough Council Online Planning](#).

Please index your response into NEC DM against the application. If you are recommending conditions, you should give a reason with reference to relevant policies. A list of standard conditions can be found on the Z Drive at: [Z:\Standard Planning Conditions](#).

Your observations are required in respect of this application within **10 working days** of the above date or **15 working days** if the development type is classed as a major development.

Yours sincerely,  
Development Management & Compliance

# MEMORANDUM

|                      |                                                                                                                  |        |
|----------------------|------------------------------------------------------------------------------------------------------------------|--------|
| From:                | JP                                                                                                               |        |
| Service              | App No:                                                                                                          | 251106 |
| Address:             | 6 Villiers Close, Wokingham, RG41 4EP.                                                                           |        |
| Proposal:            | Householder application for the proposed loft conversion to create habitable space with changes to fenestration. |        |
| Type of Development: | Other Householder                                                                                                |        |
| Site Visit Made:     | Yes/No                                                                                                           |        |

## Summary Of Recommendations

- ☐ No comment
- ☐ No objection
- ☒ No objection subject to conditions (and reasons) **stated below**
- ☐ Request further information before determination as **stated below**
- ☐ Objection due to the reason(s) **stated below**

## Comments On Proposal

The site is noted as Plot 28 under planning approval 143281, which has two driveway parking spaces and a single garage of dimensions 6.1m x 3m. The applicant proposes to increase the numbers of habitable rooms from 8 to 10. The existing two driveway parking spaces and garage are retained.

According to the WBC Car Parking Standards, the development of such scale in Urban location will require three parking within the red line boundary. Each parking space shall have minimum dimensions of 5.0m x 2.5m.

The retainment of existing driveway parking and garage will meet the council's parking requirements, which is acceptable.

No negative impacts on abilities for cycle storage are expected, which is acceptable.

## Conditions & Reasons (if required)

1. CF2 - GARAGE(S) TO BE RETAINED FOR VEHICLE PARKING
2. CF4 - PARKING (AS APPROVED)

|       |           |         |    |
|-------|-----------|---------|----|
| Date: | 12/5/2025 | Signed: | JP |
|-------|-----------|---------|----|