

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261089
Site Address:	31 Fawn Drive, Three Mile Cross, Wokingham, RG7 1WN
Expiry Date:	1 July 2026
Site Visit Date:	26 May 2026
Proposal: Householder application for the proposed garage conversion to habitable accommodation plus the installation of a rooflight and 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 CP6 – Managing Travel Demand CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC03 – Green Infrastructure, Trees and Landscaping CC07 – Parking
Joint Minerals and Waste Plan (JMWP)	DM1 - Sustainable Development
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY- N/A

CONSULTATION RESPONSES

Internal

N/A

External

N/A

REPRESENTATIONS

Parish/Town Council	Shinfield Parish Council has concerns that this development will form an additional dwelling house with severe limitations on its size. <i>Officers Note: Addressed this concern in the report.</i>
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description:

The application site is located on Fawn Drive, within the major development location of Shinfield. The existing building is a semi-detached property with a detached garage.

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 of Shinfield 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 requires the proposed garage conversion plus the installation of a rooflight and changes to fenestration to maintain or enhance the high quality of design.

CP3 of the Core Strategy requires the proposed garage conversion plus the installation of a rooflight and changes to fenestration to be of an appropriate scale, mass, built form, height, materials and character to the area together with a high quality of design.

The proposed garage conversion plus the installation of a rooflight and changes to fenestration is subservient to the existing built form as the materials used to construct the conversion will be made to match the rest of the main dwelling. These are identified on the application form to consist of brick walls and UPVC windows.

Shinfield Parish Council raised a concern stating that this development will form an additional dwelling house with severe limitations on its size. It has been confirmed that

the garage conversion will be used as a secondary structure to the main dwelling and will not form an additional dwelling house. Additionally, the proposal floorplans shows no kitchen and bathroom facilities which would be required for independent living.

Neighbouring Amenity:

CP3 says the proposed garage conversion plus the installation of a rooflight and changes to fenestration should not have any detriment to the amenities of adjoining land users including open spaces or occupiers' quality of life.

Overlooking:

The proposed garage conversion plus the installation of a rooflight and changes to fenestration would not introduce a harmful outlook across any neighbouring properties and therefore there are no concerns with regards to overlooking or any loss of privacy as the outlook would be onto the driveway.

Loss of Light:

The proposed garage conversion plus the installation of a rooflight and changes to fenestration would be aligned with the neighbouring property garage and not create any additional floorspace (No. 33 Fawn Drive), there are no concerns raised with regards to loss of light.

Overbearing:

The proposed garage conversion plus the installation of a rooflight and changes to fenestration would be aligned with the neighbouring property garage (No. 33 Fawn Drive), therefore no concerns are raised with regards to overbearing impacts.

Highway Access and Parking Provision:

The proposed garage conversion plus the installation of a rooflight and changes to fenestration takes away one parking space inside the garage however, the application retains the front driveaway which provides 3 off-street parking spaces. There are no parking restrictions on the road for visitor parking.

Amenity Space:

The proposed garage conversion plus the installation of a rooflight and changes to fenestration would not affect the usability of the site's rear garden for the current and future occupiers.

Conclusion:

In conclusion, the proposed garage conversion plus the installation of a rooflight and changes to fenestration would not detrimentally harm the character and appearance of the area, would not harm neighbouring amenity nor highway safety. It is compliant with CP1 and CP3 of the Core Strategy as well as the provisions. Accordingly, it 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:	Approve
Date:	24 th June 2026
Earliest date for decision:	28 May 2026

Recommendation agreed by: (Authorised Officer)	
Date:	24 June 2026

PLANNING CONSTRAINTS/STATUS

Insert where relevant