

Date: 30 January 2025
Application: 250183



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

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Berkshire, RG40 1BN

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Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 250183

Applicant: The Owner and/or Occupier

Site Address: Emmanuel Church Centre, South Lake Crescent, Woodley, Wokingham, RG5 3QW

Parish: Woodley

Grid Reference: Easting - 476405, Northing - 172369

Type of Development: Minor All other developments

Proposal: Full application for the proposed change of use of land for the siting of 1 no. prefabricated cabin following removal of the existing 2 no. cabins, plus alterations to parking, access and landscaping and other associated works.

Case Officer: Kieran Neumann

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 250183. 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	WBC Highways	App No:	250183
Address:	Emmanuel Church Centre, South Lake Crescent, Woodley, Wokingham, RG5 3QW.		
Proposal:	Full application for the proposed change of use of land for the siting of 1 no. prefabricated cabin following removal of the existing 2 no. cabins, plus alterations to parking, access and landscaping and other associated works.		
Type of Development:	Minor All other developments		
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

General

The site is in relation to the previous planning approval reference 191989 and a pre-application consultation reference 242382. The Highways have provided comments during the consultation.

The applicant proposes to amend the approved car parking plans, which includes converting the southern vehicular entrance of St Luke's Crescent (hereafter 'Access (S)') into an emergency access.

Access

Access W

The existing vehicular entrance along the western boundary of the site (hereafter 'Access (W)') are proposed to be widened to 6m wide and becomes the main vehicular access of the site. No negative impacts on public highways, visibility splays and pedestrian visibility are expected, which is acceptable.

While the proposed widening will be sufficient to serve two-way traffic, which is welcomed, separate consent will be required from the Traffic Management team for the proposed width of the new dropped crossing.

Access S

The applicant proposed to convert the Access (S) into an emergency access. A retractable bollard will be installed on the land in the middle of the concrete drive and extend the existing wooden rail to the concrete, which is acceptable in principle.

Parking

By considering the comments of WBC landscaping team, the applicant has decided to apply the parking layout with 29 spaces, including three disabled parking. The approved parking provisions in 191989 are 33 spaces, including three disabled parking.

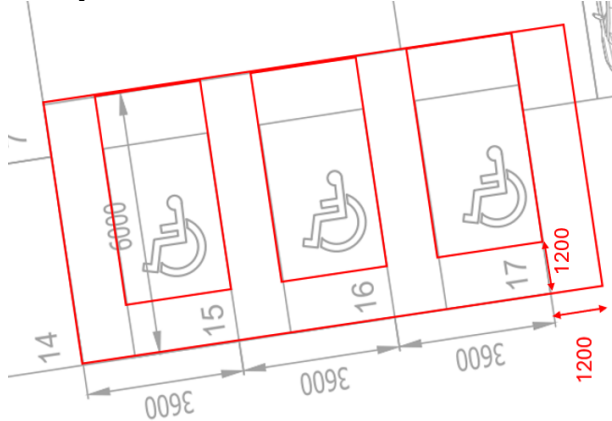
While the applicant suggests that the peak traffic occur on Monday afternoons during Share Woodley. The applicant is required to provide the existing parking demand to justify that the reduced parking provisions will still be sufficient to meet the operational needs.

The seven parking spaces on the grass mats will be retained. The Highways expect those parking spaces on the grass mats will remain available for vehicle parking at all-time.

According to the WBC Parking Standards, each parking space is recommended to have minimum dimensions of 5.0m x 2.5m. Extra space is required for disabled parking.

For this instance, parking spaces of 4.8m x 2.4m can be acceptable. Regarding the disabled parking, the absolute minimum dimensions the Highways can accept for existing site with spatial constraints are: 4.8m x 2.4m with 1.2m access zone in the front and on both sides.

The disabled parking spaces are required to be set back from the driveway by at least 1.2m, and the Highways recommend the arrangement as follows to ensure safety and the access zone will not obstruct the traffic flow:



Cycle Provisions

While the cycle parking details cannot be identified from the submission, the applicant proposes additional wall mounted bicycle racks, which is welcomed.

According to the WBC Parking Standards, cycle provisions shall be covered and secured. Stands should be placed at least 900mm apart and be at a minimum of

550 mm from a wall, fence or vertical obstruction, either to the side or ahead/behind a stand (650mm is preferable). A clear length of 2000 mm must be allowed for the length of a bicycle. Further details can refer to Section 4.7 of WBC Parking Standards Study.

Cycle provision details shall be identified in this proposal or when discharging the condition.

Conditions & Reasons (if required)			
Date:	3/2/2025	Signed:	JP