

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261887
Site Address:	36 Sela Drive, Shinfield, Wokingham, RG2 9YJ
Expiry Date:	7 October 2026
Site Visit Date:	29 September 2026
Proposal: Householder application for the proposed erection of a single storey extension to the dwelling, plus conversion of the detached double garage to habitable accommodation with associated changes to fenestration and erection of an attached outbuilding.	

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 CP7 – Biodiversity CP8 – Thames Basin Heaths Special Protection Area CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage TB06 – Development of Private Residential Gardens
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy SS4 – Development within or adjacent to minor settlements H12 – Residential development of existing private gardens FD1 – Development and flood risk (from all sources) FD2 – Sustainable drainage NE3 – Thames Basin Heaths Special Protection Area
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
N/A	N/A	N/A

CONSULTATION RESPONSES

Internal
WBC Drainage- No objection subject to condition(s)

WBC Digital Solutions Scanning- No comments received
WBC CIL- No comments received

External

None consulted

REPRESENTATIONS

Parish/Town Council	No comments received
Ward Member(s)	No comments received
Neighbours	1 representation as follows; - Concerns regarding the potential impact of the proposed development on surface water drainage, noting that the removal of existing permeable garden areas and the introduction of foundations may affect natural drainage patterns. It is stated that the site currently slopes towards the boundary and experiences areas of high groundwater and seasonal waterlogging. Clarification is also sought regarding the proposed foul water drainage arrangements for the additional shower and toilet facilities, including whether these will connect to the existing drainage system. In addition, the representation queries whether the extension is intended solely for ancillary use as a gym or whether it could potentially be used as habitable accommodation in the future.

APPRAISAL

Site Description: This application relates to a two-storey detached dwelling in the residential area of Shinfield, Wokingham. The property occupies a relatively small plot and has parking available. The surrounding area is characterised by recently constructed residential development comprising dwellings of similar scale, design and appearance. The street scene has a cohesive and uniform character, with properties generally set back from the highway behind small, landscaped front gardens and served by associated parking provision.

Proposal: This application seeks permission for the proposed erection of a single storey extension to the dwelling, plus conversion of the detached double garage to habitable accommodation with associated changes to fenestration and erection of an attached outbuilding.

The proposed extension will be approximately 2 meters in depth, 6 meters in width and 3.5 meters in height.

The proposed outbuilding will approximately be 2 meters in depth, 8 meters in width and 2.5 meters in height. As part of the proposed development, the garage will also be converted to accommodate a gym/office room.

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. 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: Policy CP3 of the Core Strategy states that developments are of appropriate scale of activity, mass, layout, built form, height, materials and character the area together with a high quality of design without detriment to other adjoining land users. R1 of the Borough Design Guide SPD requires that development contribute positively towards and be compatible with the historic or underlying character and quality of the local area.

It is acknowledged that the submitted drawings do not fully reflect the development as it currently exists on site, as the rear rooflights are omitted from the drawings, however this does not impact the overall determination of this application which will be discussed below.

Whilst the proposal would increase the overall built form of the dwelling, the extension would remain contained within the rear elevation and would not project above the existing ridge line. The incorporation of a pitched roof design reflects the design of the host dwelling. Given its location to the rear of the property, the development would have limited visibility from the public realm. the scale, design and massing of the extension are considered proportionate to the size of the host dwelling and would not appear as an incongruous or overly dominant addition. Given the modest size of the site, the proposed development would appear as a sympathetic and subservient addition to the host dwelling.

As part of the development, the proposal seeks permission for the conversion of the existing detached garage to the rear of the dwelling into a gym and home office. The application also includes the erection of a small outbuilding to accommodate a storage and shower room. It is noted from the site visit that part of the detached garage north wall falls within No. 34 Sela Drive, and part of No. 22 Salsbury Way' garage wall is situated with No.36 Sela Drive's Garden. Checking against the Council's land parcels, the proposed development is entirely within the application sites curtilage.

Whilst the proposed outbuilding would project beyond the rear elevation of the existing garage, and positioned close to No.22 Salsbury Way' garage resulting in a reduction in the amount of private garden amenity space available, sufficient usable outdoor space would be retained to serve the dwelling.

The new garage would have characteristics of a small dwelling with it's own front door and windows. Subject to an ancillary use, the outbuilding would remain a subservient feature to the host property.

Therefore, the proposed development is considered acceptable and will have an acceptable impact on the character of the street scene. The proposal is therefore in accordance with policies CP1 and CP3 of the Core Strategy and the advice and guidance contained in the Borough Design Guide.

Neighbouring Amenity: Policy CP3 of the Core Strategy, which requires development to be of an appropriate scale, mass, layout and height, and to achieve a high quality of design without detriment to the amenities or quality of life of adjoining occupiers.

One representation raises concerns that the proposed garage conversion could be used as habitable accommodation. The application submitted seeks permission for the conversion of the garage, and the proposal has been assessed on that basis. Each planning application must be assessed on its own merits and based on the development proposed. Should the development not be carried out in accordance with any approved plans, this would be a separate matter for the Local Planning Authority.

The Borough Design Guide emphasises that developments should be 1 meter away from neighbouring dwellings in order to safeguard neighbouring amenity space. In this case, whilst the single storey rear element has been built to the boundary of No. 38 Sela Way, the proposed extension follows the established building line and no windows are proposed on the north or south elevation, as such, the development would not give rise to overlooking of neighbouring private amenity areas, including gardens and patios. Whilst there are additional windows to the garage, they are approximately 23 meters from No.29 Sela Drive, therefore having regard to the scale, siting and relationship of the extension to neighbouring properties, it is not considered that the proposal would result in a material loss of light, an overbearing impact, or an unacceptable sense of enclosure to the occupiers of neighbouring dwellings. Therefore, the proposal is considered acceptable in residential amenity terms.

Highway Access and Parking Provision: The proposal seeks planning permission for the conversion of the existing garage, which would result in the loss of the garage parking spaces. Whilst the proposal would reduce the amount of parking available within the site, two spaces remain on the hardstanding, and adequate off-street parking is available. Given the scale of the proposal, it is not considered that the loss of the garage space would raise concern, therefore, no comments from Highway's have been received.

Flooding and Drainage: The application site is situated within Flood Zone 1 and whilst the Council's Flooding and Drainage Officer raise no objection to the principle of the proposed development, it is acknowledged that the development would result in an increase in impermeable surface area, and a condition has been recommended requiring the submission of drainage details prior to commencement. It is considered that such a condition is not necessary in this instance. Having regard to the limited scale of the proposal and the site's location within an area of low flood risk, the development is not considered likely to give rise to significant drainage or flooding concerns.

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.

Conclusion: For all the above, the proposal is acceptable, and the application is recommended for approval.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approve
Date:	25 September 2026
Earliest date for decision:	3 September 2026

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	02.10.2026