

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261455
Site Address:	15 Potter Way, Winnersh, Wokingham, RG41 5SJ
Expiry Date:	14 August 2026
Site Visit Date:	09/07/2026
Proposal: (Retrospective) Householder application for the proposed conversion of the garage and the construction of an 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 CP6 – Managing Travel Demand CP9 – Scale and Location of Development Proposals
MDD Local Plan (MD)	CC01 – Presumption in Favour of Sustainable Development CC03 – Green Infrastructure, Trees and Landscaping CC06 – Noise CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage
Joint Minerals and Waste Plan (JMWP)	DM1 - Sustainable Development DM2 - Climate Change – Mitigation and Adaptation
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS3 – Development within or adjacent to major and modest settlements C2 – Mitigation of transport impacts and highway safety and design DH1 – Place making and quality design DH2 – Safeguarding amenity
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
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060468	Proposed Development of land at Hatch Farm Dairies for the construction of up to 433 dwellings with associated internal access roads, garaging and car parking. A Link road including new junctions with King Street Lane and Lower Earley Way (forming Phase 1 of the Winnersh Relief road). Primary School (up to 2 form entry) including associated pitches / play areas/Open space including a Community Woodland and a Country Park. Engineering operations to provide for flood compensation and flood protection. Other associated works including landscaping, creation of swales and ponds as part of the sustainable Urban Drainage proposals (SUDs) and sewage treatments works. Undergrounding of electricity power lines. Demolition of an existing dwelling (no 44 King Street Lane).	Approved, 16/11/2011
152359	Reserved Matters application (Appearance, Landscaping, Layout and Scale to be considered) pursuant to outline planning consent O/2006/8687 relating to the erection of 433 dwellings, associated amenity space, car parking including garaging, internal access roads (accessed from approved Phase 1 Winnersh Relief Road between King Street Lane and Lower Earley Way) and private drives, pedestrian and cycle links, hard and soft landscaping including public open space, infrastructure provision including provision of surface water drainage and foul drainage (including foul water pumping station), undergrounding of power lines and other associated works.	Approved, 28/10/2016

CONSULTATION RESPONSES

Internal

WBC Enforcement – No comments received.

External

None consulted.

REPRESENTATIONS

Parish/Town Council	No comments received
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description:

The application site relates to a two storey, semi-detached house located in an established residential area that is characterised by detached and semi detached properties set in discernible groupings which are distinguished by repeated house type.

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:

The proposal involves the removal of the existing garage door and its replacement with a set of windows on the front elevation. The works are modest in scale and are comparable to the garage conversion undertaken at the neighbouring property to the east, No. 17. It is acknowledged that the proposed windows would be enclosed with white cladding, which appears intended to retain the visual appearance of a garage door. Whilst the cladding does not reflect the predominant material palette of the surrounding area, its white finish, together with its integration within the existing garage opening and the varied mix of dwelling designs and external materials in the locality, means it would not appear incongruous or out of keeping within the street scene. Overall, the proposal is considered to represent a modest alteration that would preserve the character and appearance of the host dwelling and would not result in harm to the character or appearance of the wider area.

The proposal also includes the erection of a single-storey, flat-roofed outbuilding within the rear garden area. The structure would be modest in terms of its scale, height and design, and by virtue of its siting to the rear of the property, would not result in harm to the character of the area.

Neighbouring Amenity:

Overlooking:

The views offered from the fenestration proposed on the front elevation would be similar to that shared from the existing arrangement therefore no unacceptable overlooking impact over and beyond the degree of privacy as existing would arise

With regards to the new outbuilding windows, the existing boundary fencing would be high enough to sufficiently mitigate any overlooking concerns.

Loss of Light and Overbearing:

The proposed outbuilding would be suitably located and of modest proportions not to pose any unreasonable concerns of overbearing or loss of light impacts.

Highway Access and Parking Provision:

The proposed garage conversion to habitable accommodation, together with the introduction of a garden office, would result in the loss of the existing garage parking space, meaning the development would not meet the Council's minimum parking standards. However, there are approximately six unallocated on-street parking spaces immediately to the east of the site, which are available to accommodate any additional parking demand arising from the proposal. On this basis, it is not considered that the development would result in a severe impact on highway safety or the operation of the local highway network, and no highway objections are raised. However there could be a future cumulative impact if other properties convert garages but this would have to be assessed on a case by case basis.

Amenity Space:

The application site has a rectangular shaped rear garden with a depth of approximately 12.4 metres (when measured from the main rear wall). The proposed outbuilding would reduce the rear garden depth to approximately 8.2 metres. Section 4 of the Borough Design Guide SPD provides guidance on the provision of some form of amenity space and recommends that 11 metres is a generally accepted depth for private garden space. However, it is accepted that in areas with an urban character, more compact gardens may be appropriate to create a more urban development forms that relates to the local character.

It is considered that although the remaining amenity space would be below 11 metres, it would still be capable of accommodating activities such as sitting, playing, clothes drying and providing outside storage space, therefore, would not be detrimental to the enjoyment of the current and future occupiers.

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	
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Conditions agreed:	Not required
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Recommendation:	Approval
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Date:	8 July 2026
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Earliest date for decision:	16 July 2026
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Recommendation agreed by: (Authorised Officer)	<i>MC</i>
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Date:	28.07.2026
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