

Date: 25 April 2025
Application: 250992



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

Minicom No: (0118) 974 6991

Dear WBC Highways,

Householder Consultation

Application Number: 250992

Applicant: Lucy Barnes

Site Address: 20 Marlow Place, Shinfield, Wokingham, RG7 1UF

Parish: Shinfield

Grid Reference: Easting - 472542, Northing - 166821

Type of Development: Other Householder

Proposal: Householder application for the proposed conversion of the existing garage to form a sunroom with alterations to the side to include new fenestration providing access to the rear.

Case Officer: Rowan Reynolds

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 250992. 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:	AC		
Service	WBC Highways	App No:	250992
Address:	20 Marlow Place, Shinfield, Wokingham, RG7 1UF.		
Proposal:	Householder application for the proposed conversion of the existing garage to form a sunroom with alterations to the side to include new fenestration providing access to the rear.		
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 proposed garage conversion will not have a significant impact in respect of the overall number of habitable rooms and the councils parking standards. The loss of 0.5 parking space within the garage (WBC parking standards refers) is not considered to have a significant impact and therefore the remaining level of parking is considered acceptable in this instance.

Date:	29/4/25	Signed:	AC
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