

Date: 29 January 2026
Application: 253158



**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,

Full Planning Approval Consultation

Application Number: 253158

Applicant: Mrs Margaret Hendra

Site Address: 9 Crescent Road, Wokingham, RG40 2DB

Parish: Wokingham

Grid Reference: Easting - 481362, Northing - 168394

Type of Development: Other Change of Use

Proposal: Full application for the proposed change of use of existing building to residential use (Use Class C3).

Case Officer: Tariq Bailey-Biggs

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 253158. 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 requested from the case officer.

Your observations are required in respect of this application by **19 February 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	253158
Address:	9 Crescent Road, Wokingham, RG40 2DB.		
Proposal:	Full application for the proposed change of use of existing building to residential use (Use Class C3).		
Type of Development:	Other Change of Use		
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 applicant proposes to change the use of the existing ground floor beauty salon to a residential flat. While some of the floorplan written details cannot be clearly identified, it likely involves three to five habitable rooms. There are existing flats on 1/F and 2/F. No changes on existing access, garage and driveway are proposed.

The site location is acceptable in terms of access to sustainable modes of travel. The site has acceptable access to local facilities, the pedestrian and cycle network, and public transports.

The traffic generated from the proposed change of use is unlikely to have significant impacts on the wider highway network.

Parking

According to the WBC Car Parking Standards, subject to the actual numbers of habitable rooms, the development of such scale in Urban location will require one or two parking within the red line boundary. Each parking space shall have minimum dimensions of 5.0m x 2.5m.

One garage parking and one driveway parking spaces are indicated on the site plan. The applicant shall confirm if these have already been allocated and will remain allocated to the ground floor unit only. While only the external dimensions (10.1m x 5m) of the garage can be identified, a garage of internal dimensions no less than 6m x 3m can likely be provided.

Subject to the proposed garage and parking spaces have already been allocated and remain allocated to the ground floor unit, the Highways have no objection to the proposed parking arrangement.

Alternatively, the applicant shall clarify the parking arrangement for all flats from G/F to 2/F.

EV Charging Points

Each new dwelling will be expected to provide a minimum of one EV Charging Point under the latest Building Regulations (Approved Document S). This shall be indicated on a plan.

Cycle Provision

The applicant is expected to clarify if the block store and garage are allocated to the ground floor unit. If so, these are considered suitable for cycle storage.

Refuse Collection Strategy

Kerbside refuse collection arrangement remains suitable for this site, which is acceptable.

To avoid overspilling of wastes and recyclables to the driveway, the required area of the refuse collection point shall be confirmed with the council's Cleaner & Greener team.

Conditions & Reasons (if required)

Subject to the confirmation of the proposed driveway parking and garage are allocated to the ground floor unit and indication of EVCP, the Highways the following to be conditioned:

1. CF2 - GARAGE(S) TO BE RETAINED FOR VEHICLE PARKING
2. CF4 - PARKING (AS APPROVED)

Date:	6/2/2026	Signed:	JP
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