

Supporting Application Statement

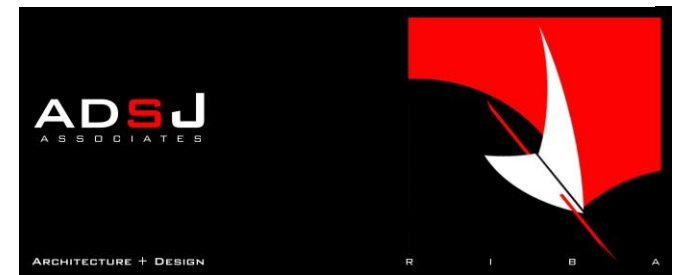
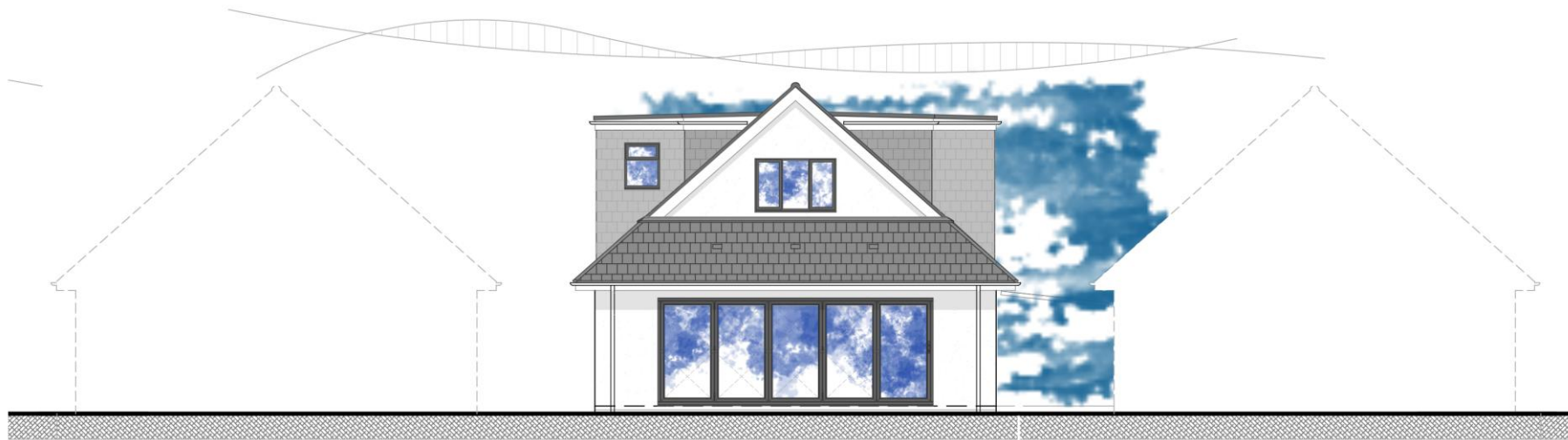
HOUSEHOLDER APPLICATION FOR PART GROUND FLOOR, PART FIRST FLOOR & SINGLE STOREY REAR EXTENSION, CONVERSION OF LOFT TO CREATE HABITABLE ACCOMMODATION INCLUDING THE INSERTION OF 2No. DORMERS & SUNPIPE, PLUS CHANGES TO FENESTRATION & OUTBUILDING WITHIN THE CURTILAGE OF THE SITE

AT, 5 WOODLANDS AVENUE, WOODLEY, READING, RG5 3HN

Client: Ms. J. Parhar

Date: October 2025

Job no: 199_DAS_v1



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Revision	Summary of Changes	Date	Rev By	Chkd By

Desk Top Publishing and Graphic Design by ADSJ Associates Ltd

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1.00 INTRODUCTION

1.01 AIMS OF THE STATEMENT

This Supporting Statement accompanies a Householder application by Ms. J. Parhar for part ground floor, part first floor & single storey rear extension with internal alterations.

The description of development is as follows:

'Proposed part ground floor, part first floor and single storey rear extension, conversion of loft to create habitable accommodation including the insertion of 2No. dormers and sun pipe, plus changes to fenestration'

The aims of this Supporting Statement are to show that the proposed development has been informed by an awareness of the site's context, principles highlighted by Wokingham Borough Council and Local Government.

The statement will explain the proposals, identify the factors which have influenced this application and highlight the principles that were incorporated in the detailed design of the proposed works.

This statement is in accordance with CABE's guidance 'Design & Access Statements – How to Write, Read and Use Them', the Wokingham Borough Local Development Framework – Core Strategy, Wokingham District Local Plan (2010), Supplementary Planning Guidance, Wokingham Borough Council – Borough Design and criteria highlighted within the National Planning Policy Framework, especially regarding 'Good Design' (2024).

1.02 PLANNING POLICIES

Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that proposals be determined in accordance with the development plan unless material considerations indicate otherwise. Material considerations include relevant planning policies in the

National Planning Policy Framework (NPPF) – among them the 'presumption in favour of sustainable development'.

Within the Wokingham Borough Local Development – Core Strategy, the main Planning Policies relevant to the development are:

- Policy CP1 - Sustainable Development
- Policy CP3 - General Principles for Development
- Policy CP6 - Highways
- Policy CP9 - Scale & Location of Development Proposals

Management Development Delivery Local Plan (2014)

- CC01 – Presumption in favour of sustainable development
- CC02 – Development Limits
- CC03 – Green infrastructure, trees & landscaping
- CC04 – Sustainable Design & Construction
- CC07 – Parking

Wokingham Borough Council – Borough Design Guide (SPD):

- Section 4 - Residential – the key objective of the Core Strategy is to retain and enhance the attractiveness of the borough's environment through well designed and inclusive developments.

The proposal provides an opportunity to add to the visual amenity of the area and the contribution to the residential character of the area. The carefully considered design sensitively addresses the site and its surroundings within a residential setting.

2.00 SITE ASSESSMENT

2.01 LOCATION

The application site is off an adopted road, Woodlands Avenue, Woodley, which is a highway linking with Crockhamwell Road. The site is considered as located within a residential area.

Woodley is located north of the M4 motorway and can be accessed via the A329(M). No. 5 is one of many properties served by the adopted road known as Woodlands. The properties enjoy modest front gardens and having the buildings set back from the highway allows a spatial separation from public and private areas.

Vehicular access is off Woodlands Avenue, with a dedicated pedestrian footpath to both sides of the highway.

Woodlands Avenue is predominantly made up of low-rise bungalows with other house types further afield in the area i.e. Crockhamwell Road, predominantly in red/buff brick with part render cladding to frontages and tiled roofs.

No. 5 is a detached bungalow that is set back from the highway with a pedestrian access to the northern boundary of the site. No. 7 to the west of the application site been extended with a similar extension and undergone modernisation. Similarly, No. 3 to the east has also been modernised with improvements. To the south of the application site is amenity space that backs on dwellings on Silverfox Crescent with the existing planting providing a buffer to the application site. However, due to the juxtaposition of dwellings in Woodlands Avenue there is good separation between the properties.

The existing road has ample width for two vehicles to pass comfortably. The application site benefits from a side access that was previously accessed a rear garage.



Location Plan

2.02 SITE AND PLANNING HISTORY

The planning history for the property shows that the earliest planning application dates back to 1968 (ref: [R/412/68](#)) when the site was in the ownership of Mr Carnell who applied for a [Kitchen & lounge extension at rear of No. 5 woodlands Avenue, Woodley](#). On review of the planning consent there are no planning conditions attached therein. The records also illustrate that the drawings were used for a Building Regulations application. Of particular interest are the Site and Block plans attached to the main drawing which illustrates the demise boundaries which show that one side of the properties are built on the boundary line.

Whilst the above application obtained a planning consent it is unclear if the applicant progressed with the project as a further application (ref: [1351/73](#)) was made in 1973 by Mr G. G. Harrison (new owner). The application was for '[Extension to kitchen & lounge & formation of bedroom in roof space](#)' which obtained planning consent in September 1973 and retained 3 conditions pertaining to permission expiry, materials and description. In addition, the records also show that the project was submitted and passed with Building Control at the time.

The information on the 1973 drawings indicates the external drainage proposal as well as the proposed structure in creating the rear opening to the dwelling. Of particular interest is that this application included a conversion of the existing loft with the addition of a small rear dormer which was partially progressed and although this room may have been small it does provide a precedent for a loft conversion.

Recent development in the immediate vicinity has taken place where planning consent has been granted and are noted below.

- 11 Woodlands Avenue - [Proposed erection of single storey rear extension to dwelling plus rear extension to roof space to form habitable accommodation](#) - F/2009/0856
- 9 Woodlands Avenue - [Single storey rear extension to provide lounge & dining room](#) - 38436

- 9 Woodlands Avenue - [Proposed erection of single storey rear extension to form conservatory, erection of dormer to front elevation and roof extension to rear with the conversion of loft to habitable accommodation plus the demolition of existing detached garage](#) - F/2014/2328
- 7 Woodlands Avenue - [Householder application for the proposed part ground floor, part first floor rear extension, insertion of juliet balcony, 2 No. dormers, 10 no. rooflights, changes to fenestration plus conversion of loft to create habitable accommodation](#) - 220239
- 3 Woodland Avenue - [Proposed single storey rear extension to dwelling & front dormer extension to form rooms in loft](#) - F/2004/2332
- 1 Woodlands Avenue - [Loft conversion to provide two bedrooms & bathroom with four new dormer windows](#) - 354961
- 1 Woodlands Avenue - [Householder application for the proposed erection of a first floor rear extension & addition of 1 No. front & 1 No. side dormer to facilitate conversion of the loft to habitable accommodation with 3 No. rooflights](#) - 203187

The applicant wishes to renovate this existing bungalow for their family home which will reflect a more coherent design and layout to the property, like No. 7. The extension will provide a layout that is more conducive to modern living.



Existing frontage

3.00 INVOLVEMENT AND EVALUATION

3.01 INVOLVEMENT

Given the location of the application site is within a residential area, clarity was sought from Wokingham Borough Council with regards to the type of application required for the proposal. A pre-application submission was made in August 2025 (ref: 251880) to ascertain comments on a sketch proposal (App 1). On August 28, 2025, a positive response was received from the council that has led to this Householder Application.

This proposal, in principle, is to renovate a probate property that now requires significant investment and erect a part ground, part first floor and single storey rear extension that will match the existing eaves and be in keeping with the character of the area. The addition will bring a coherent design to the property that will provide two additional bedrooms, kitchen/dining/lounge area with a dedicated pantry/utility/prayer room with improved circulation.

The proposals make reference to CP1, CP3, CP6 & CP9 of the Wokingham Borough Local Development – Core Strategy, Wokingham Borough Council Development Plan-adopted Management Development Delivery Local Plan and the Borough Design Guide – Section 4: Residential.

The applicant wishes to carry out the proposals to allow an internal layout fit for contemporary living and working whilst sensitively altering the external appearance to be complementary to its surroundings. In turn enhancing the character of Woodlands Avenue and the wider area. The applicant's investment in the proposals will relate to usefulness of the proposed floor area, therefore, any amendments will require further consideration in terms of value and viability.



Existing south elevation



Existing development at No. 7 view west

3.02 EVALUATION

The application site is in a residential area of Woodley, consisting of formally arranged single storey dwelling, many of which have been extended. The proposal involves the demolition of an existing time expired rear extension and extensive renovation work as well as the new proposals. The proposed windows and doors are to be in a new arrangement with a new render finish (white). The first-floor proposal will allow the creation of a clearly defined roof line which will be reflective of the local character.

The proposed form of the extension is to match the existing neighbouring dwelling at No. 7, with new external smooth white render and grey tiling to match. The overall form and massing are to complement and match in with the neighbouring dwelling. There are to be no other alterations to the property, therefore, this proposal is in line with Section 4.11 Alterations and Extensions of the Borough Design Guide.

The rear extension will be approximately 11.2m in length, thus not complying with the BDG. However, the host property has a very spacious garden to accommodate such a sized extension, and there are other similar examples notably neighbouring No. 7. Moreover, being located at the rear the proposal would not be visible from public locations. Hence there would not be any adverse impact on the character of the host property. The proposal is in line with Section 4.11 Alterations and Extensions of the Borough Design Guide.

The existing ridge height and pitch roof of the host dwelling will retain its prominence with the proposed dormers kept below the existing ridge line. The roof pitch is taken through to the low-key single storey rear extension to seamlessly blend in. Therefore, the proposal fully accords with Section 4.11 Alterations and Extensions of the Borough Design Guide.

In terms of overlooking and overshadowing the proposal would not detrimentally overlook or overshadow neighbouring dwellings due to the setback nature of the proposed dormers. Windows facing onto No.

will serve bathrooms so will have obscure glazing for privacy. The pre-application noted that most rear garden are overlooked at an oblique angle from most upper floors and would not cause harm or warrant refusal.

The pre-application noted the proximity of No. 3 to the proposal and projection forward of the rear building line. In conclusion it was considered that there was sufficient separation distance that would not be considered harmful to overbearing or loss of light. It should be noted that the identical situation is present between No. 5 and No. 7.

In line with the pre-application response three parking spaces have been indicated to the driveway with a secure cycle store location to the side access.

With regards to the existing Oak tree under TPO (1999/2025) it was noted that *these changes are unlikely to have any detrimental on the TPO tree due to the dwelling being a sufficient distance away from the tree.* The outbuilding was further qualified in a post pre-application email (App 2).

The form of the outbuilding is a simple timber framed construction with a natural timber finish (i.e. cedar type cladding) and grey flat roof. An Arboriculture Impact Assessment forms part of the submission (ref: [TH 5386](#) by Trevor Heaps) with regards to the location of the outbuilding for a home office/gym incidental to the main dwelling.

The proposal would retain the generously sized garden and not impact on the garden amenity space. The remaining space would be in excess of 33m. The new outbuilding roof height would 2.6m near the boundary. This would not have an overbearing impact to No. 7 due to the positioning of the outbuilding in relation to the boundary line. This would not have a visible impact and maintains privacy and a sense of enclosure.

4.00 DESIGN

4.01 PRINCIPLES OF DEVELOPMENT

Wokingham Borough Local Development – Core Strategy Policy CP3 states that the policy ‘seeks to ensure development is of a high standard of design that can integrate with the character of the area and is also important to achieving sustainable development in the Borough.

In considering the design of the proposed part ground floor, part first floor and rear single storey extension it should be noted that the proposal does not obscure any light to the adjacent properties. Neighbouring properties also have their front elevations facing north respectively on similar building lines, therefore, there will be no harsh shadows from the east or west sunlight.

The proposal will serve to rationalise the external elevations whilst allowing an ordered floor plan layout as well as the opportunity for overdue property renovation. The proposal is a positive design enhancement that will be completely in keeping with the character of the area, in mass and height. Whilst the low-key alterations to the rear will create a minor elevation change, there will be no increase in width of the dwelling's footprint. In addition, the bulk and mass would be proportionally in keeping with the existing and neighbouring properties.

The impact of the rear single storey extension to No. 3 (east) would be minimal in terms of mass and articulation, therefore, the amount of light and shade will be identical to the present situation.

In order to reflect a good design in keeping within the existing residential area, it was considered that a proposal similar to neighbouring No. 7 would complement and integrate well with the existing dwellings and would be sensitive to the existing surroundings. The proposal makes a positive contribution to the character of the area. The massing is appropriate in terms of height, design and appearance.

The design components are discussed in more detail in the following sections.



Existing Oak tree to southern boundary (TPO)

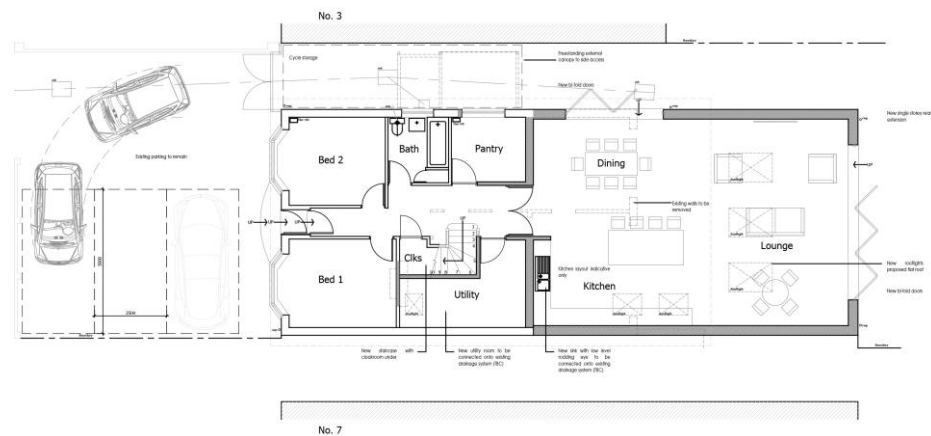


Existing northern boundary (No. 3)

4.02 ACCOMMODATION

The central entrance with two bedrooms and bathroom would remain in their current locations however, the rear would be extended to provide a large open plan kitchen, dining and living area. In addition, the layout also accommodated a small utility and pantry.

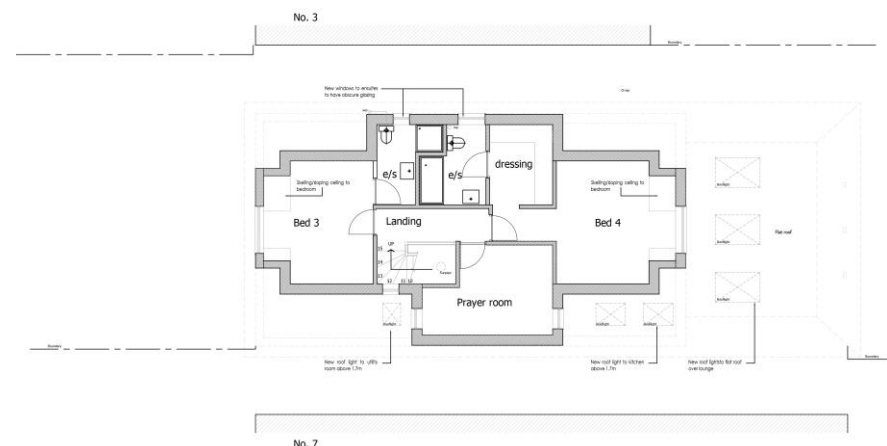
The rear façade has large bi-folding doors that open onto the rear garden. The dining area also has bi-folding doors to the side allowing access to a small patio area as well as allowing natural light to percolate deep within the layout plan, and views from the kitchen.



4.03 LAYOUT

The proposal will maintain and reflect the principal orientation of the existing dwelling. The accommodation, now rationalised, will be easy to access and move through. The new accommodation will be naturally daylighted with windows to the northern and southern elevations with no impact to overlooking.

A central staircase leads to the first-floor accommodation that provides two additional bedrooms as well as a prayer room.

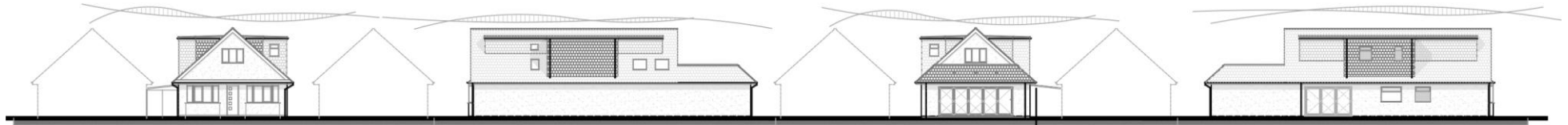


Proposed G.F. & F.F. Layouts

4.04 SCALE

The height of the property will not be increased from its current ridge level. The proposal utilises the roof space with a gable to the front. The roof is extended to the rear to provide the additional bedroom and flat roof dormers to either side of the ridge create an ensuite and dressing room at first floor. The flat roof dormers are set back from the frontage so to retain the bungalow feel of the remaining street. The existing building has white render walls with plain tiled roof. The same materials will be carried through to the new extension, and the dormers will be clad with plain tiles to match the roof.

The immediate neighbouring property to the west is No. 7 has undergone a similar renovation of the property. Other neighbouring properties to the north and east are approximately over circa 25m and 2.5m away respectively and partially screened. Whilst the site would be visible from the neighbouring properties, it is not considered that there would be any detrimental impacts or encroachments on the residential amenities presently enjoyed by the occupants of these properties, in fact, the single storey rear extension would be less obvious from the highway due to its size.



Proposed Frontage Side (west), Rear & Side (east) Elevations respectively

4.05 LANDSCAPING

The existing hard and soft landscaping will be redesigned with the removal of the existing paving slabs. The introduction of borders and gravelled areas will form a strong framework which will emphasize the landscape structure within the site. This will also assist with the natural drainage of surface water within the site. It is the applicant's desire to enhance the landscape features to the property to complement the proposals and retain the feature Oak tree that provides a natural screen.

4.06 APPEARANCE

The appearance of the proposal seeks to preserve the character of the existing property and maintain the appearance, where the existing building condition and physical form are a strong element within the streetscene. The modest new alteration will match the existing in terms of form, scale and materials.

External fenestration has been designed to match in with the existing elevations limiting the impact of the residential features. The resultant juxtaposition between the proposed form and the use of vernacular materials enables the strength of the existing form and design to provide an appropriate and sympathetic visual reference to the characteristics of the existing site and its environs.

4.07 ACCESS

The proposed access to the dwelling will remain as existing from Woodlands Avenue for vehicles etc. With regards to the impact upon highway safety conditions along Woodlands Avenue it is deemed that no adverse effects will arise from the proposal as no alterations to the existing boundary treatments are proposed.

The proposal will not result in an increased generation of vehicle movements per day, and it is not considered that the development would result in a material impact upon the existing road safety regarding vehicular movements onto Woodlands Avenue.



Existing highway view west



Existing highway view east

5.00 CONCLUSION

The physical extent of the development proposed within this residential location has been appropriately designed ensuring the visual impact upon the character, appearance and visual amenity of the locality has been preserved.

It is the applicant's desire to create a high-quality enhancement to the site; the scheme has been designed to the highest standards thus ensuring a quality and sensitive development overall within keeping of its surroundings.

The proposal will not give rise to any adverse impacts upon the residential amenities within the mature vegetation currently enjoyed by existing residents within the proximity of the site. The proposal will make an increase in floor area over the allowable 100sqm (of 22.4sqm); however, the applicant will seek to claim 'exemption for a residential extension' as this will be the family home. Once planning consent is obtained the applicant will complete and issue Form 2: Assumption of Liability as requested by the collecting authority.

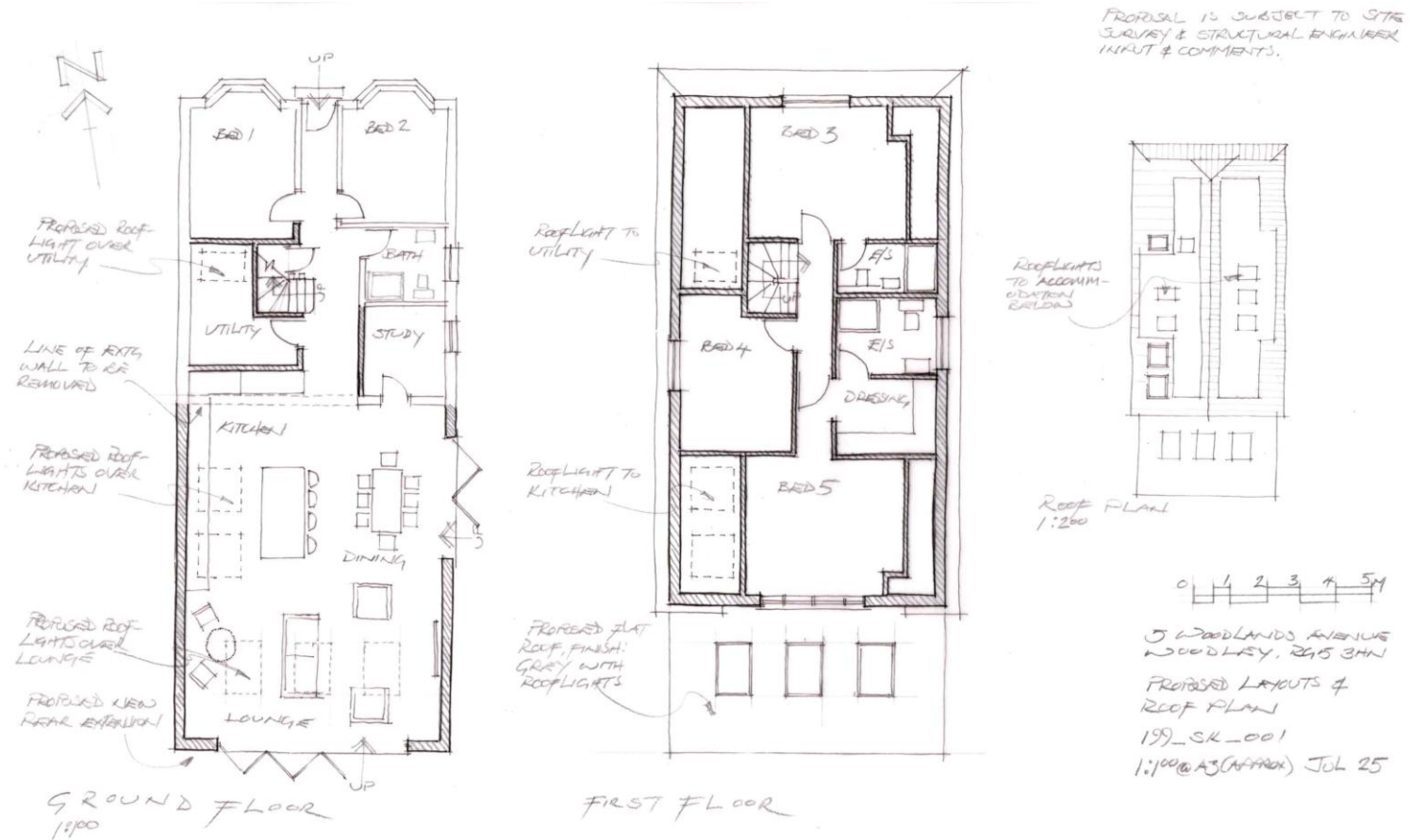
The development will not prejudice highway safety conditions along Woodlands Avenue or at the junctions immediately adjacent to the property.

Given the proposals lack of encroachment and visibility beyond the immediate vicinity of the site, it is not considered that there would be any harmful visual impact on the residential environment and therefore considered to be acceptable and in accordance with policies CP1 and CP3 of the Core Strategy and relevant sections of the Borough Design Guide.

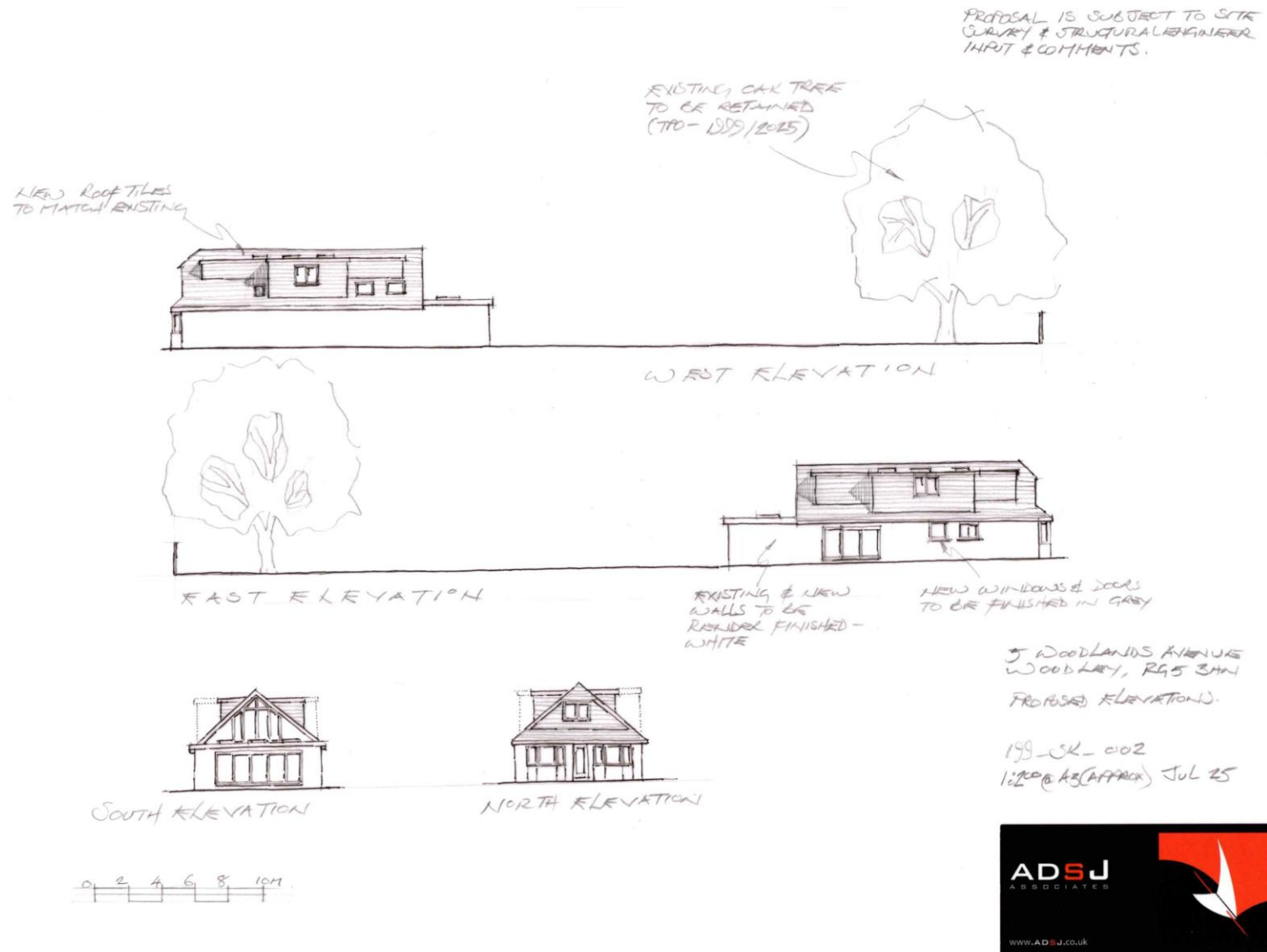
The development therefore complies with national planning guidance and strategic and local planning policies. On the basis of the evidence and justification set out in this Supporting Statement with the Householder application, it is respectfully requested that this application be approved.

6.00 APPENDIX

Appendix 1 – Pre-application proposal



Appendix 1



Appendix 2 – Post Pre-application responses

[August 28, 2025](#)

Just to clarify a few points from the pre-app response.

The loft conversion and dormers does not project above the existing ridge line and the dormers should be situated within the main roof whilst also being set back from both eaves line and the sides of the roof, thus complying with the BDG. The existing property has a pitch roof and the proposed dormers may somewhat to a certain degree square of the roof. The dormer extensions would be set back from the front elevation which will make this squaring off effect less prominent. Furthermore, along Woodlands Avenue there are examples of different forms of side dormers such setting a precedence with such proposal not looking out of place.

Bedroom 4 window would overlook onto no.7 side dormer window which serves an en-suite (non-habitable room) and is obscured glazed, thus no overlooking concerns. The dormer on the other side would be for an en-suite and would be obscured glazed, thus no overlooking concerns onto no.3.

The outbuilding would be for an office, gym and shower room so would appear to be incidental or ancillary feature to the main dwelling.

Let me know if you would like any other points clarified.

Kind Regards,
Cameron

Cameron Young
Planning Officer

[August 28, 2025](#)

Thanks for the clarification regarding proposed dormer.

A bat survey is not required as the site is not located in a potential bat roost area.

Kind Regards,
Cameron

Cameron Young

[Sept 1, 2025](#)

The Trees & Landscape officer has confirmed that the removal of dead wood in a TPO tree can be done within the TPO regulations without the need to get consent from the Local Planning Authority.

Kind Regards,
Cameron

Cameron Young
Planning Officer