

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252641
Site Address:	11 Laurel Close, Wokingham, RG41 4AZ
Expiry Date:	24 December 2025
Site Visit Date:	03/10/2025
Proposal: Householder application for the proposed part conversion of the garage and changes to fenestration.	

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 CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC03 – Green Infrastructure, Trees and Landscaping
Joint Minerals and Waste Plan (JMWP)	DM1 - Sustainable Development
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
252148	Application for a certificate of lawfulness for the proposed erection of a single storey side	Approve 24/10/2025

	extension with 1 no. lantern rooflight, plus changes to fenestration.	
252147	Application for a certificate of lawfulness for the proposed part conversion of the garage to habitable accommodation with associated changes to fenestration.	Refused 28/10/2025

CONSULTATION RESPONSES

Internal

WBC Drainage- No objection

WBC Landscape and Trees- No objection

External

N/A.

REPRESENTATIONS

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

APPRAISAL

Site Description:

The application site is located on Laurel Close within the major development of Wokingham. The existing building is a large detached property. This application seeks permission to part convert the garage with changes to fenestration.

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, in the major development location of Wokingham 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:

CP1 of the Core Strategy requires the proposed garage conversion to maintain or enhance the high quality of the environment.

CP3 of the Core Strategy requires the proposed garage conversion to be of an appropriate scale, mass, built form, height, materials and character to the area together with a high quality of design.

The proposed part conversion of the garage is subservient to the existing built form and would not be directly appreciable from the street scene given all external amendments are to the side of the property.

The proposed conversion includes changes in fenestration which includes inserting a new door c.1.67m leaving a space of c.0.74m from the existing door. The proposed changes to fenestration at the front elevation of the house includes centralising the door and adding an adjacent glass panel alongside.

The proposed changes to fenestration would not cause harm on the character of the area or on any neighbouring properties.

Neighbouring Amenity:*Overlooking:*

The proposed garage conversion and changes to fenestration would not introduce any outlook across any neighbouring properties and therefore there are no concerns with regards to overlooking or any loss of privacy.

Loss of Light:

The proposed part garage conversion and changes to fenestration would not change the shape or form of the existing garage, therefore no concerns are raised with regards to loss of light.

Overbearing:

The proposed part garage conversion and changes to fenestration would not change the height or shape of the existing garage, therefore no concerns are raised with regards to overbearing.

Amenity Space:

The proposed garage conversion would not adversely harm the usability of the site's rear amenity space for current and future occupiers as no built form is proposed within it. The rear amenity space remains BDG compliant.

Flooding and Drainage:

WBC Drainage states “ *The existing dwelling is within flood zone 1 and we would have no objections to the part garage conversion, as represented by proposed plans and elevations drawing M-2836-3 dated July 2025.*” Therefore, given the proposal

represents no further built form other than changes to fenestration, no objections are raised on drainage grounds.

Landscape and Trees:

The Hornbeam trees adjacent to the northern boundary of the site are protected by an area TPO (16/1973).

WBC Landscape and Trees have no objection to the part conversion of the garage as this will have no detrimental impact on the adjacent protected trees given no further built form is proposed.

Conclusion:

In conclusion, the proposed garage conversion would not detrimentally harm the character and appearance of the area and would not harm neighbouring amenity. It is compliant with CP1 and CP3 of the Core Strategy as well as the provisions of the Borough. Accordingly, it is recommended for approval.

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

Conditions agreed:	Not required
Recommendation:	Approve
Date:	25 November 2025
Earliest date for decision:	5 November 2025

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
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Date:	26.11.2025
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PLANNING CONSTRAINTS/STATUS

Thames Basin Heath SPA Mitigation Zones

Major Nuclear Sites Consultation Zone

Aerodrome Safeguarding: Gatwick Consultation Zone

Aerodrome Safeguarding: Heathrow Consultation Zone

Water Network Watercourse Consultation Zone

Great Crested Newt Impact Risk Zones

SSSI Impact Risk Zones

Potentially Contaminated Land Zones

Water Utility Consultation Zones

Tree Preservation Orders Served or Confirmed