

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260142
Site Address:	1 Orchard Place, Wokingham, RG40 1DW
Expiry Date:	16 April 2026
Site Visit Date:	30 March 2026
Proposal: Householder application for the proposed installation of front and rear dormers plus addition of a rooflight to facilitate conversion of the loft to habitable accommodation.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP2 – Inclusive Communities CP3 – General Principles for Development
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
N/A	N/A	N/A

CONSULTATION RESPONSES

Internal

WBC Digital Solutions Scanning- No comments received
WBC CIL- No comments received
WBC Ecology- No Comments received

External

None Consulted

REPRESENTATIONS

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

Neighbours	2 Tithe Barn Cottage: A four-window roof extension to the rear of the building in the loft space will take away any privacy we have.
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APPRAISAL

Site Description:

The application relates to a detached dwelling at Orchard Place, located within the defined settlement of Wokingham. The site lies within an established residential area, characterised by detached properties set within spacious plots.

Proposal Description:

This application seeks approval for the proposed installation of front and rear dormer extensions, together with the addition of a rooflight, to facilitate the conversion of the existing loft space into habitable accommodation.

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:

CP1 of the Core Strategy states that the proposed external alterations should maintain the high quality of the environment.

CP3 of the Core Strategy states that the proposed external alterations should be of appropriate scale, mass, bulk, height, materials and of high-quality design.

The surrounding dwellings within Orchard Place are predominantly large detached residential properties set within generous plots, with layouts that do not follow a consistent or uniform building line.

The proposed front and rear dormer will assist in the loft conversion to create one large bedroom with an en-suite. The proposed materials will also match the existing.

The proposal includes one small front dormer with pitched roof. Given that the property is set back from the street and occupies a generous plot, the visual impact on the

character and appearance of the surrounding area would be minimal and overall acceptable.

The dormer on the rear elevation would have a flat roof, four windows and would have a negligible visual impact on the character of the area as it would be well screened from the public realm. The proposal is also in keeping with the neighbouring property at 2 Orchard Place, which features two small rear dormers; therefore, the development is considered consistent with the established pattern of the surrounding.

The rooflight window is proposed on the rear roof top elevation. Given its location, it would have limited visibility from the public realm and would not adversely affect the character or appearance of the surrounding area.

The proposed development is therefore considered to be in keeping with the character of the streetscape and would not appear out of place within its setting. As such, the proposal accords with Policies CP1 and CP3 of the Core Strategy and the guidance contained within the Borough Design Guide.

Neighbouring Amenity:

CP3 of the Core Strategy requires new development to be constructed without detriment to neighbouring amenity.

Overlooking:

The proposed front dormer would retain a separation distance of approximately 23 metres from the flank elevation of No.3 Orchard place. Whilst there is no minimum distance outlined in the BDG for front-to-flank relationships, the application of back-to-flank minimum distances are considered relevant in the context of this site; The minimum distance over two storeys is 15 metres, which the dormer exceeds by 5 metres and therefore leads to the conclusion that there would be no adverse overlooking impacts onto no.3.

The front dormer would also be in close proximity to the rear elevation of 3 Bird Mews but due to the spatial relationship between the two properties, any views of the neighbouring property from the dormer would be severely skewed and do not raise any unacceptable overlooking impacts. Similarly, the rear dormer would have a very oblique view of nos.1 and 2 Tithe Barn Cottages, but not substantial enough of an outlook to warrant a reason for refusal.

The rear dormer would maintain a separation distance of approximately 33 metres from the rear elevation of no.12 Highfield Close to the north, which far exceeds the 26 metre minimum outlined in the BDG.

Due to the orientation of the fenestration proposed, there are no overlooking concerns related to no.2 Orchard Close.

Loss of Light and Overbearing:

The proposal would retain a minimum separation distance of approximately 25m from the rear elevation of 2 Orchard place.

The proposed development would remain sufficiently set in from the shared boundaries. Whilst the introduction of the dormer and extended roof form would to some degree alter the relationship between the site and neighbouring properties, the structure would not extend beyond the existing roof ridge and would be read as a modest addition within the roofscape. Given these offsets and the depth of the surrounding gardens, proposal would not result in an adverse overbearing impact.

Overall, it is considered that any potential impact on neighbouring residential amenity has been appropriately mitigated, such that the development would not result in material harm beyond the existing baseline conditions. The proposal is therefore considered to comply with Policies CP1 and CP3 of the Core Strategy.

Highway Access and Parking Provision:

The proposal does not alter the parking arrangements or highway access to the property. Although there is an increase in habitable rooms, a parking plan has been provided which demonstrates that there is a sufficient level of on-site parking. Therefore, further consultation with the Highways Authority was not considered necessary.

Flooding and Drainage:

The site is located within Flood Zone 1 and at low risk of surface water flooding. As the proposals result in very limited increases in ground floor development, there are no concerns on these grounds.

Landscape and Trees:

There are no anticipated impacts on existing vegetation.

Ecology:

As part of the assessment, a Preliminary Roost Assessment (PRA) was undertaken, which concluded that the building has negligible potential to support roosting bats. This was based on the absence of suitable roosting features and limited access points.

Given the identified lack of potential, it is considered that bats would not be affected by the proposed works. Accordingly, no further survey work or consultation with Ecology is required.

It is noted that the PRA reflects the current condition of the site. Should works not commence within 18 months, or if the condition of the building changes, an updated assessment may be required to confirm that the roosting potential has not altered.

Despite the site being within a Great Crested Newt (GCN) area, the scale of the development is such that an ecology assessment is not required and there are no anticipated impacts on this protected species.

Conclusion:

For the reasons set out above, the proposal is acceptable as it accords with the Development Plan.

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:	Approval
Date:	7 April 2026
Earliest date for decision:	14 March 2026

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	15.04.2026

PLANNING CONSTRAINTS/STATUS

Scale and Location of Development Proposals | Total count: 1

1 Major Development Locations Wokingham

Bat Roost Habitat Suitability | Total count: 6

<i>1 Bat survey required for planning applications that involve roof modification or demolition. Officer, Green Infrastructure Team</i>	<i>YB855</i>	<i>Ecology</i>
<i>2 Bat survey required for planning applications that involve roof modification or demolition. Officer, Green Infrastructure Team</i>	<i>YC854</i>	<i>Ecology</i>
<i>3 Bat survey required for planning applications that involve roof modification or demolition. Officer, Green Infrastructure Team</i>	<i>YC855</i>	<i>Ecology</i>
<i>4 Bat survey required for planning applications that involve roof modification or demolition. Officer, Green Infrastructure Team</i>	<i>YC856</i>	<i>Ecology</i>
<i>5 Bat survey required for planning applications that involve roof modification or demolition. Officer, Green Infrastructure Team</i>	<i>YD855</i>	<i>Ecology</i>
<i>6 Bat survey required for planning applications that involve roof modification or demolition. Officer, Green Infrastructure Team</i>	<i>YD856</i>	<i>Ecology</i>

Great Crested Newt Impact Risk Zones | Total count: 1

1 Great Crested Newt Impact Risk Zone Amber For Householder applications check HH Layer. Consult NatureSpace for all other types of development

Landscape Character Assessment 2019 | Total count: 1

1 Landscape Character Assessment 2019 Wokingham-Winnersh Settled and Farmed Clay

Conservation Areas | Total count: 1

1 Conservation Area Wokingham Town Centre