

Date: 12 February 2025
Application: 250156



**WOKINGHAM
BOROUGH COUNCIL**

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Pre-application Advice Response Letter

Application Number: 250156

Site Address: West Grey Lake, Part Lane, Riseley, Reading, RG7 1RU

Expiry Date: 20 February 2025

Proposal: Pre-application advice for proposed conversion of detached garage to form a residential annexe and erection of a single storey link extension following the demolition of the existing workshop.

Dear Holly Goulding

Thank you for your request for planning advice which was validated on 23 January 2025. This letter will provide advice about your scheme and what you may need to do when submitting a planning application.

At this stage, we have not consulted anyone else about your scheme, such as neighbouring properties, but we would do so if a planning application is submitted. Before you submit a planning application, we recommend that you carry out your own public consultation and provide evidence of this through a Statement of Community Involvement.

We have provided a [frequently asked questions page](#) to answer some of the common queries about planning which will help explain the planning application process.

Context

The application site is located along Part Lane, Riseley, and is occupied by a two-storey dwelling and detached garage.

Advice is sought for the proposed conversion of the existing garage in order to create a residential annexe. Additional works include the erection of a single storey link extension, installation of 2no. dormers, and changes to fenestration.

This pre-application submission follows the refusal of application 242081, which comprised a similar scheme to that currently put forward. The reasons for refusal imposed on the previous application are set out below:

- 1. The proposed annexe, by virtue of its location, combination of its scale and facilities to be provided, along with its proposed occupation/use, is tantamount to a new dwelling with limited functional or physical dependency on West Greylake. As such, it would result in a significant detrimental impact to the spacious rural character and appearance of the Countryside and subsequently fails to maintain and enhance the quality of environment, contrary to the NPPF (2023), policies CP1, CP3 and CP11 of the Core Strategy (2010) and the Borough Design Guide (2012).*
- 2. The proposed development would result in a detrimental impact to the character and appearance of the countryside and the rural character of Part Lane by reason of the size, scale and footprint of the extension. It would result in an excessive and incongruous expansion and accumulation of development across a site within a sensitive rural location in the countryside. The development results in an inappropriate increase in scale form and footprint of the original building. The development is therefore contrary to policies CP1, CP3 and CP11 of the Core Strategy (2010), policy TB21 of the Managing Development Delivery Local Plan, sections 12 and 15 of the NPPF (2023) and the advice contained in the Borough Design Guide (2012).*

Assessment of Proposal & Key Issues

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. Policy CC01 of the MDD Local Plan 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.

Annexe Accommodation

As highlighted above, the first reason for refusal imposed on the previous application related to the annexe being tantamount to a new dwelling, owing to its limited

functional or physical dependency on the host property, while containing all internal facilities for primary residential accommodation. In seeking to address this refusal reason, the following changes have been made to the scheme:

1. Reduced scale of development.
2. Removed separate access points that serve the annexe.

It should be acknowledged that whilst the removal of the previously proposed front and back doors is a minor alteration, it goes a long way in reducing concerns of the LPA that the annexe would be used as a separate dwelling. This is because the occupants would need to access West Grey Lake in order to enter the annexe, thus creating significantly more dependency on the host property.

Further to the above, due weight is placed on the reduced scale of the development. This entails the omission of the two-storey rear extension, and removal of the previously proposed raised roof. The scale of a build is not solely indicative of whether an extension constitutes ancillary accommodation, however, in combination with the lack of independent entry points and relationship to the main dwelling, it enjoys a more conventional ancillary relationship, and therefore is unlikely to be considered tantamount to a new dwelling on this basis.

For the reasons stated above, it is considered that the amended scheme has satisfactorily overcome the first reason for refusal imposed on the previous application. Nonetheless, the annexe would still contain facilities that would enable for day to day living. On this basis, a condition would be imposed on any future permission to ensure the annexe remains ancillary to the main dwelling.

Countryside & Character:

The site is located in the countryside and is therefore to be considered under Policy CP11 of the adopted Core Strategy, which seeks to control development outside defined settlement boundaries. Relevant to this scheme, CP11 not permit development outside of development limits unless it falls within the exemption criteria below:

- It does not result in inappropriate increases in the scale, form or footprint of the original building.

There would be no inappropriate encroachment into the countryside as a result of the development, with the development works being contained within the coalesce of the existing built form on the site. Furthermore, owing to its limited size, the extension is considered to be of an appropriate scale within the context of the site, which is occupied by a large two storey dwelling and surrounded by other large, detached properties in the surrounding area. Overall, the additional bulk from the development would not harm the countryside and the proposal is therefore considered to comply with policy CP11 in this respect.

The conversion of the garage store would be facilitated through the erection of two dormer extensions, one to the rear elevation and one to the front. The dormers would

have a pitched roof and would comply with the Borough Design Guide in that they would be set back from the sides of the roof, as well as set down from the ridge of the host structure. They would appear as acceptable additions to the converted building.

The conservatory, which would extend from the proposed link, would appear as a sympathetic addition to the dwelling, owing to its modest size and unimposing design. The adjoining roofs would appear somewhat awkward, with the flat roof of the conservatory protruding above the eaves of the proposed link, however, this would not have a significant impact on the wider development.

The linked element between the host property and converted garage would create a wide expanse of built form on the site, and this was previously raised as a concern through application 242081. Notwithstanding, this concern was coupled with the overall scale of the development, which as stated above, has been considerably reduced through this amended scheme. Overall, the proposed enlargement is considered to be proportionate to the host dwelling and commensurate with the built surroundings. The additional bulk from the proposed development would not harm the countryside and the proposal is therefore considered to comply with policy CP11 in this respect.

Neighbouring Amenity:

The significant distances present between the application site and neighbouring dwellings would prevent any concerns on overlooking, overbearing, or loss of light grounds.

Landscape & Trees:

The Landscape & Trees Officer has stated that they have no objection to the proposed development.

Ecology:

It was stated through the assessment of the previously refused application that had the proposal been acceptable in other aspects, an EPSL would have been required to carry out the works, which would have been secured via condition. The conclusion is not likely to change in this respect owing to the findings of the bat surveys previously undertaken at the site.

Highways:

WBC Highways has no objection to the development, on the basis that the annexe accommodation is retained ancillary to the main dwelling. The garage is to be converted, however, the remaining level of driveway parking is considered acceptable to accommodate the existing dwelling and proposed annexe.

Flooding & Drainage:

WBC Drainage would have no objection to the principle of the development, however, request that a drainage strategy report is provided upon submission of a formal

application. This is not considered necessary in this instance, as it is disproportionate to the scale of development and therefore not required to be submitted.

Summary

It has been demonstrated through the amended scheme that the reasons for refusal imposed on application 242081 have been appropriately addressed. The scheme is considered to accord with national and local policy and therefore is likely to be supported should an application be submitted.

Submitting a Planning Application

Once you are ready to apply, please submit an application through the [Planning Portal](#). Specific documents are set out in the appendices below but refer to the Local Validation List available on the council's [how to apply for planning permission page](#) to assist you with ensuring the plans and documents submitted meet our validation requirements.

Other Guidance

Your development may also require Building Regulation approval to ensure it is built to national safety, design, and environmental standards. The Council's Local Authority Building Control (LABC) service offers a full range of plan approval, inspection, and associated services through an ISO9001 nationally accredited team of qualified building surveyors. These surveyors work closely with the Council's planning department to ensure the appropriate construction of your build. To find out more visit the Council's [Building Control website](#) or call 0300 790 0580 to speak to a member of the team.

If your project requires a dropped kerb on the road in front of your house then you may require consent from the highway authority; further information is available on the Council's [dropped kerbs page](#). Finally, if your project includes 100 sqm or more of new floor area then it is liable for the community infrastructure levy. Refer to the Council's [CIL page](#) for more information.

This concludes the pre-application process and I trust that this informal advice is of use to you. Please be aware that it is given without prejudice to any future decision that the Council may take. If you would like further advice, then a new pre-application submission and associated fee will be required.

Yours sincerely,
James Fuller
Planning Officer

Authorised by: 