

**Date:** 2 April 2025  
**Application:** 250796



**WOKINGHAM  
BOROUGH COUNCIL**

WBC Highways

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Development Management &  
Compliance

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P.O. Box 157

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Shute End, Wokingham

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Berkshire, RG40 1BN

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Tel: (0118) 974 6000

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Minicom No: (0118) 974 6991

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Dear WBC Highways,

**Householder Consultation**

**Application Number:** 250796

**Applicant:** Mr A Oswal

**Site Address:** 1 Kingfisher Drive, Woodley, Wokingham, RG5 3LG

**Parish:** Woodley

**Grid Reference:** Easting - 475436, Northing - 172917

**Type of Development:** Other Householder

**Proposal:** Householder application for the proposed garage conversion into habitable accommodation to form an annexe. Plus, a front canopy over the porch and changes to fenestration.

**Case Officer:** Kieran Neumann

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 250796. 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 found on the Z Drive at: [Z:\Standard Planning Conditions](#).

Your observations are required in respect of this application within **10 working days** of the above date or **15 working days** if the development type is classed as a major development.

Yours sincerely,  
Development Management & Compliance

# MEMORANDUM

|                             |                                                                                                                                                                             |                |        |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------|
| <b>From:</b>                | AC                                                                                                                                                                          |                |        |
| <b>Service</b>              | WBC Highways                                                                                                                                                                | <b>App No:</b> | 250796 |
| <b>Address:</b>             | 1 Kingfisher Drive, Woodley, Wokingham, RG5 3LG.                                                                                                                            |                |        |
| <b>Proposal:</b>            | Householder application for the proposed garage conversion into habitable accommodation to form an annexe. Plus, a front canopy over the porch and changes to fenestration. |                |        |
| <b>Type of Development:</b> | Other Householder                                                                                                                                                           |                |        |
| <b>Site Visit Made:</b>     | 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

The proposal will result in conversion of the garage and creation of annexe accommodation. Highways has no objection on the basis that the annexe will remain ancillary to the main dwelling. The proposed level of parking, which provides 3 no. 5.0m x 2.5m spaces, meets WBC parking standards and is therefore considered acceptable in this instance.

## Conditions & Reasons (if required)

- CF4 – PARKING (AS APPROVED)
- ANNEXE TO REMAIN ANCILLARY TO MAIN DWELLING  
The proposed (INSERT: annexe) shall remain ancillary to the main dwelling and shall not be sold, leased or disposed of separately.  
*Reason: In the interest of highway safety; to ensure acceptable access and parking*

|              |        |                |    |
|--------------|--------|----------------|----|
| <b>Date:</b> | 4/4/25 | <b>Signed:</b> | AC |
|--------------|--------|----------------|----|