

Date: 23 June 2025
Application: 251470



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

Minicom No: (0118) 974 6991

Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 251470

Applicant: Mr and Mrs Haseeb Mahmood

Site Address: 1 Halstead Close, Woodley, Wokingham, RG5 4LD

Parish: Woodley

Grid Reference: Easting - 476393, Northing - 173421

Type of Development: Minor Dwellings (1-9)

Proposal: Full application for the proposed erection of first floor side extension following subdivision of existing dwelling, associated parking and amenity land.

Case Officer: Marcus Watts

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 251470. 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

From:	JP		
Service	WBC Highways	App No:	251470
Address:	1 Halstead Close, Woodley, Wokingham, RG5 4LD.		
Proposal:	Full application for the proposed erection of first floor side extension following subdivision of existing dwelling, associated parking and amenity land.		
Type of Development:	Minor Dwellings (1-9)		
Site Visit Made:	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

General

Updated Highways comments dated 6th August 2025 are indicated in blue.

The Highways received the revised submission to address the Highways responses dated 25th June 2025. The previous comments on traffic impacts, sustainability, level of parking and refuse collection strategy will remain relevant, so that those sections are not recapped in this response.

Access

The new parking spaces will be accessed via a 5.2m wide new dropped crossing onto Halstead Close. As Halstead Close is an adopted public highway, the recommended maximum width by the Traffic Management team is 3.6m. Separate consent will be required from the Traffic Management team for the proposed width and location of the new dropped crossing.

Meanwhile, as the new dropped crossing is proximal to the bend (circa 4.7m from the bend), the Highways have concern regarding the location of the proposed dropped crossing.

It is relevant to note that independent access and parking are required for all independent residential properties. Therefore, both the existing and additional dropped crossings will be required.

Halstead Close is subject to 30mph speed limit, which requires visibility splays of 2.4m x 43m to be achieved to the nearside edge of the carriageway in both directions. 2m x 2m pedestrian visibility at individual driveway is also required. The sightlines shall be across land within the applicant's control or highway land and shall be clear of obstructions to visibility exceeding 0.6m in height.

While the applicant has not assessed on the visibility splays, the Highways have measured that the proposed visibility splay to the east is circa 2.4m x 10.3m. This does not meet the required visibility splays nor retaining the existing visibility splays, which will have negative impacts on highway safety.

While the applicant may have already been utilising the position of the proposed dropped crossing for vehicle access, it is currently considered as encroachment of public footway. The proposed creation of new access will intensify the uses of substandard access, which is unacceptable.

The applicant may wish to explore the option of providing the dropped crossing at the side of the site boundary.

Unless an alternative site access of sufficient visibility can be provided, the Highways would have to recommend refusal to the proposal.

EV Charging Points

Each new dwelling will be expected to provide a minimum of one EV Charging Point under the latest Building Regulations (Approved Document S). The revised plan has indicated the provision of an EVCP, which is acceptable. This will subject to further authorisation via Building Control.

Cycle Provisions

According to the WBC Parking Standards, three cycle parking allocations are required per dwelling with 6+ habitable rooms.

The applicant is required to clarify if there will be boundary treatment separating the two plots. If so, while the applicant has indicated an acceptable direct access to the rear garden for cycle storage for the new dwelling, the direct access to the rear garden for the existing dwelling will be removed. Alternative cycle storage for the existing dwelling shall be identified in this proposal or when discharging planning conditions.

Conditions & Reasons (if required)

While the Highways would recommend refusal if an access of insufficient visibility splays will be created:

- The proposed development results in the intensification of a sub-standard access to the detriment of highway safety. As such the proposal is contrary to the Core Strategy CP6, and the National Planning Policy Framework.

However, if the proposal would be approved with the current access arrangement, the following conditions are recommended, and would unlikely be resolvable with the current proposal:

1. CF3 - PARKING (TO BE APPROVED)
2. CF9 - CYCLE PARKING (TO BE APPROVED)
3. CG2 - VISIBILITY SPLAYS (TO BE APPROVED)
4. CH1 - ACCESS BEFORE OCCUPATION/TO BE AGREED
5. I22 - ACCESS CONSTRUCTION

Date: 6/8/2025

Signed: JP