

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260581
Site Address:	162 Reading Road, Wokingham, RG41 1LH
Expiry Date:	19 June 2026
Site Visit Date:	19 May 2026
Proposal: Householder application for the proposed garage conversion with rear extension, first floor extension over the existing garage and rear extension, a double storey entrance porch, a single storey extension to the left side of the existing property and facade alterations and new roof.	

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 CP7 – Biodiversity CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC03 – Green Infrastructure, Trees and Landscaping CC04 – Sustainable Design and Construction CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage TB21 – Landscape Character TB23 – Biodiversity and Development
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
223463	Householder application for the proposed part two storey, part first floor side extension with front and rear dormer windows, single storey front extension following demolition of existing porch, and garage conversion to habitable accommodation.	Approved 01/02/23

CONSULTATION RESPONSES

Internal

WBC Drainage – No objection subject to condition. *Officer comments: This will be discussed within the main report.*

WBC Landscape and Trees – No objection subject to conditions.

WBC Ecology – No comments received

External

None consulted

REPRESENTATIONS

Parish/Town Council	No comments received
Ward Member(s)	No comments received
Neighbours	Two neighbours have commented on this application, and their objections and concerns are summarised and addressed below: • Previously, visitor cars have parked on the footpath and grass strip at the front of the property. <i>Officer comments: There are no concerns with regards to parking provision on site, and this was confirmed during the Planning Officer's site visit on 19/05/2026. Any future obstruction of the public highway or footway by parked vehicles would be a separate highway enforcement matter outside the scope of this planning application.</i> • A wind funnel effect poses potential harm to the structural damage of our property. <i>Officer comments: It is not considered likely that the proposed works would result in a 'wind funnel' effect strong enough to result in structural harm to neighbouring properties.</i> • Drainage details should be provided. <i>Officer comments: The Council's Drainage Officer has no objection subject to condition. This condition is discussed below in the main report.</i> • Concerns over impact on character by virtue of the overdeveloped and cramped appearance, resulting in overdevelopment of the plot. <i>Officer comments: This is discussed within the Character of the Area section within the main report below.</i> • The relationship between neighbouring properties would be altered, resulting in increased bulk along the boundary. This would also create a terracing effect. <i>Officer comments: This is discussed within the Character of the Area section within the main report below.</i> • The two-storey wall would impact upon the outlook from the bedroom and kitchen windows, and result in a loss of light.

	<i>Officer comments: This is discussed within the Neighbouring Amenity section of the main report below.</i> • First floor rear windows would be overlooking. <i>Officer comments: The outlook of first-floor rear windows would be down the rear garden of the application site. No overlooking concerns are raised with regards to these windows.</i> • Conversion of the garage would result in the loss of a parking space, increasing on-street parking pressure. <i>Officer comments: There are no concerns with regards to parking provision on site, and this was confirmed during the Planning Officer's site visit on 19/05/2026.</i>
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APPRAISAL

Description of Development:

This application seeks permission for the proposed conversion of the garage to provide a utility room and part of the new kitchen. A part single, part two storey side extension to provide a kitchen and dining room and ground floor level and two bedrooms and an ensuite bathroom at first floor level. A single storey side extension to provide a store and playroom. A two-storey front extension to provide a porch following demolition of the existing porch. Alterations to the front and rear façade to facilitate the raising of the roof.

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:

Garage Conversion:

The proposed garage conversion will see the garage door being replaced with a window. Additionally, the new utility room will have a pitched roof joining to dwelling, where originally the existing garage has a flat roof. Overall, it is considered that the proposed garage conversion poses no harm to the character of the area.

Part Single, Part Two Storey Side Extension:

The part single, part two storey side extension is essentially creating a two-storey side extension to the dwelling. The Borough Design Guide (BDG) states that "side

extensions should be set back from the building by at least 1m, preferably with a lower roof line and should be set at least 1m from the plot boundary.

The front element of the side extension is extending approximately 4.9 metres forward of the main building line of the dwelling over the existing garage. This forward projecting element would form a front gable projection, and this would be set down from the ridgeline of the main roof by 1.2 metres. Such a forward projection would not normally be deemed acceptable, but in this instance the side extension does not project forward of the building line at the neighbouring property no. 164. Additionally, where the side extension goes above the existing garage, it would be set back from the front of the garage by 1.2 metres. Whilst this is a forward projection, this part of the side extension appears somewhat subservient by virtue of the lowered ridge height compared to the main roof, and the set back from the building line of the garage.

The main bulk of the side extension is aligned with the side of the existing host dwelling. The side extension would extend approximately 5 metres from the side of the dwelling and maintains a minimum separation of 1.2 metres to the boundary. The ridge height of the main side extension would match that of the main roof (which notably is being raised – this assessment is contained below).

Whilst the proposed side alteration is sizeable, a good separation to the boundary is maintained, and this would avoid any potential future terracing impacts. The host dwelling is sited on a sizeable and spacious plot, and in this instance, it is deemed that the proposed side extension would have an acceptable impact on the appearance of the host dwelling and the wider character of the area.

Single Storey Side Extension:

The proposed single storey side extension would project 4 metres from the side of the dwelling and is 1.7 metres from the boundary with the neighbouring property no. 160. The side extension would have a maximum height of 4.7 metres but has an eaves height of only 2.6 metres. The side extension is of a proportionate scale and has an unimposing design which ensures the extension would have an acceptable impact upon the appearance of the host dwelling and wider character of the area.

Two Storey Front Extension:

The proposed two storey front extension projects 1.9 metres forward from the existing building line. It has a pitched roof joining it to the host dwelling and it forms a gable projection. Guidance in the BDG states that front extensions should generally be no more than 1 storey in height, but the overriding consideration will be the impact on street scene and character. In this instance, given the front extension is sited centrally on the dwelling, which itself sits on a large and spacious plot, it is deemed that the front extension would have an acceptable impact on the appearance of the host dwelling and the wider character of the area.

Raising of the Roof:

The main roof is being raised by 0.3 metres, and this allows the dwelling to be converted from the current 1.5 storey dwelling to a full two-storey dwelling as demonstrated by the proposed elevations. Given the spacing to boundaries, and the sizeable nature of the plot, it is not considered that the proposed raising of the roof by

0.3 metres, and alteration from a 1.5 storey dwelling to a two-storey dwelling, poses any significant harm to the appearance of the dwelling or wider character of the area.

Considered cumulatively, the extensions, roof alteration and façade changes would materially alter the appearance of the dwelling; however, the plot is sufficiently wide and spacious, the enlarged dwelling would retain separation to both side boundaries, and the development would not appear cramped, visually dominant or harmful to the established rhythm of development along Reading Road. Any conflict with the detailed preference in the Borough Design Guide for more clearly subordinate side extensions is limited and is outweighed by the retained spacing, plot width and acceptable street-scene relationship.

Neighbouring Amenity:

Garage Conversion:

The proposed garage conversion poses no harm to neighbouring amenities.

Part Single, Part Two Storey Side Extension:

The proposed part single, part two storey side extension would have a minimum separation of 1.2 metres to the nearest neighbouring boundary. A lot of the side extension is aligned with the side of the neighbouring property, but the side extension does extend 5.1 metres beyond the rear of the neighbouring property no. 164. However, when taking measurements from the submitted block plan, the proposed two storey side extension would comply with the 45-degree horizontal test as advocated for within the BDG and the British Research Establishment (BRE) publication "Site Layout Planning for Daylight and Sunlight: A Guide to Good Practice". Having regard to the 45-degree assessment, the relative siting of the properties and the change in levels, the proposal is not considered to result in a material loss of daylight or outlook sufficient to warrant refusal.

With regards to overbearing, where the proposal complies with the 45-degree horizontal test, it is also noted that the neighbouring property no. 164 is sited higher up than the application site due to a change in levels. Given this level change, and as the bulk of the extension is aligned with the side of the neighbouring property and not their main rear amenity space, it is deemed that the side extension raises no significant concerns with regards to overbearing.

In terms of overlooking, one window is proposed at first floor level on the side elevation of the extension serving the walk-in wardrobe. To ensure this window does not overlook the neighbouring property, it will be conditioned to be obscure glazed, and non-opening below a height of 1.7 metres above the finished floor level.

Single Storey Side Extension:

The proposed single storey side extension would extend 4 metres from the side of the dwelling and retains a separation distance of 1.7 metres to the boundary. Given the single storey nature of the extension, and as the extension is aligned with the side of the neighbouring property, there are no concerns relating to overbearing or loss of light. Additionally, in terms of overlooking, no windows are proposed on the side elevation of the side extension and therefore there are no concerns relating to overlooking.

The existing paved patio area is being extended behind the single storey side extension. Initially overlooking concerns were raised with the patio extension however it has now been re-designed. The patio is now set further off the boundary compared to the single storey side extension, and it only projects for half the depth of the existing patio. Additionally, a 1.7-metre-tall privacy screen (measured from the floor height of the patio) is included to ensure that there is no direct overlooking towards the main private amenity space of no. 160, and a condition is recommended to secure this. As such, no significant overlooking concerns are raised with regards to the patio.

Two Storey Front Extension:

The proposed two storey front extension is sited 8.8 metres from the nearest boundary with the neighbouring property. As such, no concerns are raised with regards to overlooking, overbearing or loss of light.

Raising of the Roof:

The proposed raising of the roof will see the ridge height being increased by 0.3 metres to allow the dwelling to go from a 1.5 storey dwelling to a full two-storey dwelling. Given the dwellings central siting on the plot, it is not deemed that this slight raising of the roof or change in appearance would result in any overbearing or loss of light impacts to neighbouring properties.

Residential Amenity Space:

The proposed works pose no harm to the usability of the site's rear amenity space for current and future occupiers.

Highway Access and Parking Provision:

The number of bedrooms will increase from 4 to 5 as a result of the application. WBC's adopted parking standards require 3 or more spaces for a 4 or more-bedroom dwelling. Given the size of the front driveway, the site has ample parking opportunities, thus no highway concerns are raised. This was also confirmed during the Planning Officer's site visit on 19/05/2026.

Flooding and Drainage:

The application site is located within flood zone 1, but the rear of the site is an area of high risk for surface water flooding according to EA mapping. The Council's Drainage Officer has requested a condition requiring details of the existing drainage system to be provided. However, given the built form would be to the sides of the dwelling and at first floor level, with no further hardstanding proposed into the garden, it is not considered necessary or reasonable to impose such a condition. Accordingly, the condition is not recommended.

Ecology:

The submitted Preliminary Roost Assessment confirms that buildings 1-5 have been assessed to have negligible suitability for roosting bats. As such, no further surveys are required as a result of the outcome of this survey, and therefore there are no significant concerns relating to protected species. In the unlikely event that a bat or evidence of bats is discovered during the development, all work must stop and a bat licensed ecologist contacted for further advice.

Conclusion:

For the reasons stated above, the proposal is acceptable in local plan policy terms and therefore is recommended for approval.

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.

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.

RECOMMENDATION

Conditions agreed:	Not required
Recommendation:	Approve
Date:	10 July 2026
Earliest date for decision:	21 May 2026

Recommendation agreed by: (Authorised Officer)	
Date:	10/07/26

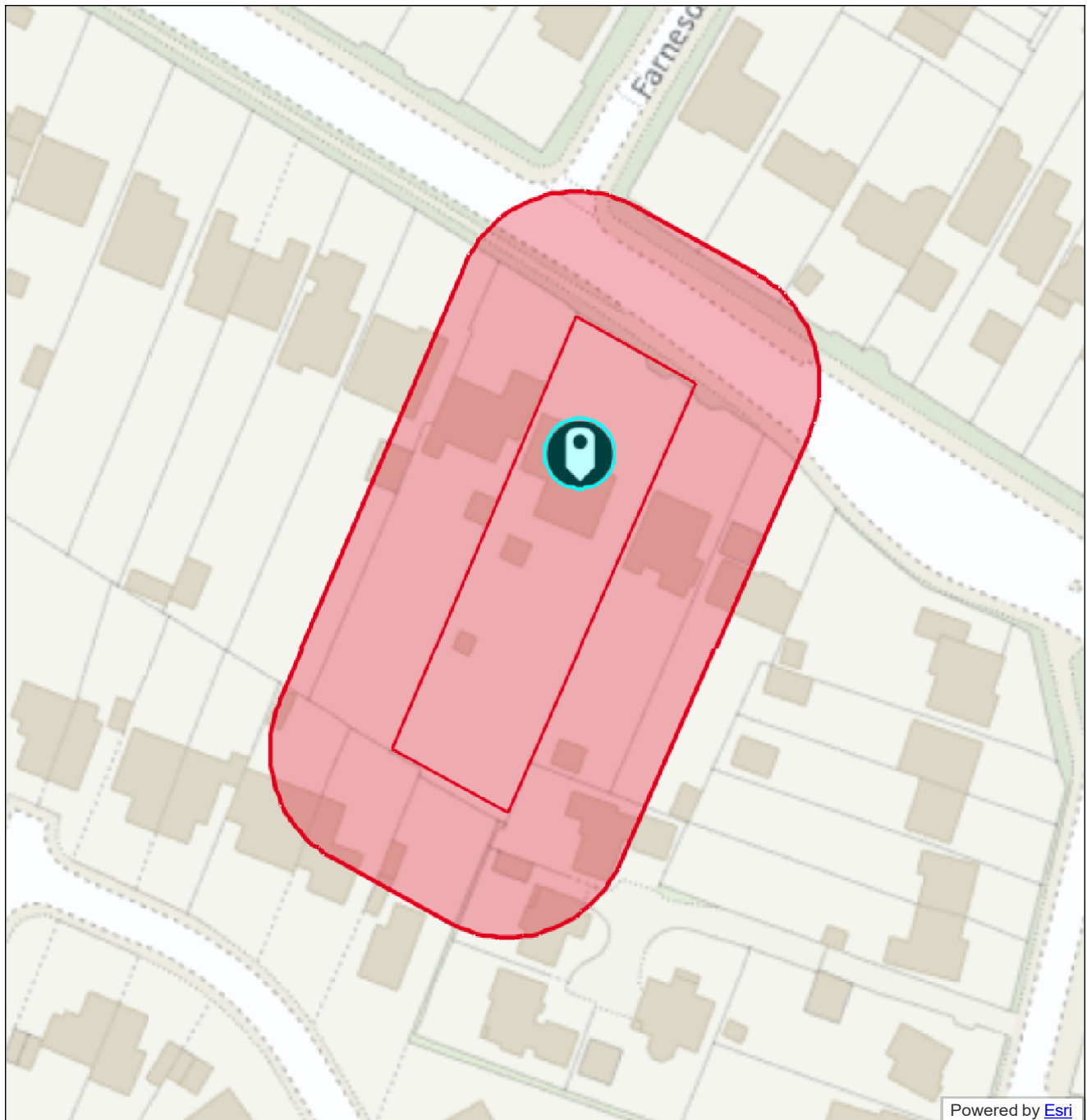
PLANNING CONSTRAINTS/STATUS

Near Me Report

Area of Interest (AOI) Information

Area: 6,760.98 m²

Date: Thu Apr 30 2026 14:53:14 GMT+0100 (British Summer Time)



Affordable Housing Thresholds | Total count: 3

#	NAME
1	Within Major Development Locations
2	Within Major Development Locations
3	Within All Development Locations

Scale and Location of Development Proposals | Total count: 1

#	FEATURE_TYPE	NAME
1	Major Development Locations	Wokingham

Thames Basin Heath SPA Mitigation Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME
1	Special Protection Area Linear Mitigation Zone	7km Linear Mitigation Zone

Green Infrastructure Routes Consultation Zone | Total count: 1

#	FEATURE_TYPE
1	Green Route

Major Nuclear Sites Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	PLANNING_NOTE
1	Consultation Zone - Major Nuclear Site	AWE: 12km Zone	This is the 12km Zone. A circular zone of 12km radius around all nuclear sites, for certain types of significant development due to the potential for such developments to pose an external hazard to sites.

Aerodrome Safeguarding: Heathrow Consultation Zone | Total count: 1

#	Height Band	Wind Turbine	Aviation
1	All works exceeding 150 metres (492.1 feet)	YES	YES

EA Groundwater Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Groundwater Consultation Zones	Groundwater Consultation Zone 2	Environment Agency (only if application involves contaminated land) – see separate sheet: When to consult the Environment Agency

Risk of Flooding from Surface Water | Total count: 4

#	FEATURE_TYPE	FEATURE_NAME
1	Environment Agency Surface Water Flood Zones	1 in 30 year risk extent
2	Environment Agency Surface Water Flood Zones	1 in 30 year risk extent
3	Environment Agency Surface Water Flood Zones	1 in 100 year risk extent
4	Environment Agency Surface Water Flood Zones	1 in 1000 year risk extent

Bat Roost Habitat Suitability | Total count: 7

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Bat survey required for planning applications that involve roof modification or demolition.	VH825	Ecology Officer, Green Infrastructure Team
2	Bat survey required for planning applications that involve roof modification or demolition.	VI821	Ecology Officer, Green Infrastructure Team
3	Bat survey required for planning applications that involve roof modification or demolition.	VI822	Ecology Officer, Green Infrastructure Team
4	Bat survey required for planning applications that involve roof modification or demolition.	VI823	Ecology Officer, Green Infrastructure Team
5	Bat survey required for planning applications that involve roof modification or demolition.	VI825	Ecology Officer, Green Infrastructure Team
6	Bat survey required for planning applications that involve roof modification or demolition.	VJ822	Ecology Officer, Green Infrastructure Team
7	Bat survey required for planning applications that involve roof modification or demolition.	VJ823	Ecology Officer, Green Infrastructure Team

Great Crested Newt Impact Risk Zones | Total count: 1

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

Great Crested Newt Impact Risk Zones - Minor | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Great Crested Newt Impact Risk Zone	Amber	Consult NatureSpace for any minor development that intersects a red or amber zone in this layer

SSI Impact Risk Zones | Total count: 1

#	SSSI Impact Risk Zone Advice Hyperlink
1	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0300000530000&notes=11404&location=475984,168857%20(IRZ%20polygon%20centre)

Potentially Contaminated Land Zones | Total count: 1

#	FEATURE_TYPE	OBJECTID
1	Potentially Contaminated Land Consultation Zone	1

Water Utility Consultation Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT_WHEN
1	Water Utility Consultation Zone	South East Water Supply Area	New dwellings

Landscape Character Assessment 2019 | Total count: 1

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

Tree Preservation Orders Served or Confirmed | Total count: 1

#	TPO_REFERENCE	TPO_TYPE	RECORD_STATUS
1	TPO-1261-2008	Single	Confirmed

Wards | Total count: 1

#	Name of area	Closest Approximate Distance
1	Emmbrook Ward	0 m

Parishes | Total count: 1

#	Name of area	Closest Approximate Distance
1	Wokingham CP	0