



**WOKINGHAM
BOROUGH COUNCIL**

Wokingham Borough Council
Planning Services
PO Box 157, Civic Offices, Shute End
Wokingham, Berkshire
RG40 1WR
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Phone: 0118 974 6000

Application for Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

3

Suffix

Property Name

Address Line 1

Woodward Close

Address Line 2

Address Line 3

Wokingham

Town/city

Winnersh

Postcode

RG41 5NW

Description of site location must be completed if postcode is not known:

Easting (x)

478523

Northing (y)

170364

Description

Applicant Details

Name/Company

Title

Professor

First name

Changfeng

Surname

Fu

Company Name

Address

Address line 1

3 Woodward Close

Address line 2

Winnersh

Address line 3

Town/City

Wokingham

County

Country

United Kingdom

Postcode

RG41 5NW

Are you an agent acting on behalf of the applicant?

- ☐ Yes
☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Site Area

What is the measurement of the site area? (numeric characters only).

Unit

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including any change of use

The application proposes both horizontal and vertical extensions (adding one additional floor) to the existing attached double garage (approximately 5.4 m × 5.4 m). The detailed plan includes a 1.83 m horizontal extension towards the private driveway at the front of the existing garage, followed by a vertical extension to create a first floor above the garage. Additionally, the proposal includes converting the existing two-parking-space driveway in front of the garage into a three-parking-space driveway. All proposed developments will remain within the property boundary.

After the extension, the ground floor will comprise a double garage with internal dimensions of 5 m × 5 m and an extended kitchen with a toilet (totaling 2 m × 5 m) at the rear of the garage. The first floor will accommodate two bedrooms and a bathroom. Part of the existing third bedroom will be converted into an internal corridor to provide access to the new bedrooms on the first floor.

The 1.83 m horizontal extension will align the external wall of the garage with that of House No. 2. Issues related to overlooking and rights to light have been considered and addressed in the design drawings. A preliminary bat survey has been conducted, and the report is enclosed with this application.

Has the work or change of use already started?

- ☐ Yes
☒ No

Existing Use

Please describe the current use of the site

The current use of the house with the detached garage is for residential purpose.
The existing land site for the proposed horizontal extension is a part of the existing private driveway of the house.

Is the site currently vacant?

- ☒ Yes
☐ No

If Yes, please describe the last use of the site

A part of the existing private driveway

When did this use end (if known)?

dd/mm/yyyy

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

- ☐ Yes
☒ No

Land where contamination is suspected for all or part of the site

- ☐ Yes
☒ No

A proposed use that would be particularly vulnerable to the presence of contamination

- ☐ Yes
☒ No

Materials

Does the proposed development require any materials to be used externally?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type:

Walls

Existing materials and finishes:

The frontage of the house features a classic Tudor Revival architectural style. The upper portion of the frontage wall is rendered and painted white, accented with black timber framing. The remaining external walls are constructed with multi-stock bricks laid in a half-bond pattern.

Proposed materials and finishes:

The proposed wall materials will match those of the existing structure. The first-floor section of the extended exterior will be rendered and painted white, featuring black timber frames. The remaining exterior will be constructed using half-bonded multi-stock bricks laid in a half-bond pattern..

Type:

Roof

Existing materials and finishes:

The house has a pitched roof covered with brown clay roof tiles.

Proposed materials and finishes:

The roof of the extended part on the garage will be a pitched roof with brown clay roof tiles.

Type:

Windows

Existing materials and finishes:

The windows on the frontage of the house are featured with the diamond-patterned leaded windows with double-glazing and brown-colour UPVC frames. The windows on the back of the house are double-glazing windows with brown-colour UPVC frames

Proposed materials and finishes:

The proposed windows in the extended section of the building will match the existing style and color. Diamond-patterned, leaded windows with double glazing and brown UPVC frames will be installed on the front-facing walls. The rear-facing windows of the extension will also be double glazing with brown UPVC frames.

Type:

Other

Other (please specify):

Double garage door

Existing materials and finishes:

Brown colour with division patterns

Proposed materials and finishes:

The double garage door will be updated with the same colour.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☒ Yes

☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Please refer to the elevations (B103) and 3D views (B106) of the design drawings

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- ☐ Yes
- ☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

- ☐ Yes
- ☒ No

Are there any new public roads to be provided within the site?

- ☐ Yes
- ☒ No

Are there any new public rights of way to be provided within or adjacent to the site?

- ☐ Yes
- ☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- ☐ Yes
- ☒ No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- ☒ Yes
- ☐ No

Please provide information on the existing and proposed number of on-site parking spaces

Vehicle Type: Cars Existing number of spaces: 2 Total proposed (including spaces retained): 3 Difference in spaces: 1

Trees and Hedges

Are there trees or hedges on the proposed development site?

- ☐ Yes
- ☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- ☐ Yes
- ☒ No

Assessment of Flood Risk

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- ☐ Yes
☒ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- ☐ Yes
☒ No

Will the proposal increase the flood risk elsewhere?

- ☐ Yes
☒ No

How will surface water be disposed of?

- ☐ Sustainable drainage system
☐ Existing water course
☒ Soakaway
☒ Main sewer
☐ Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

b) Designated sites, important habitats or other biodiversity features

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

c) Features of geological conservation importance

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in [Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 \(as amended\)](#)) would apply?

- ☐ Yes
- ☒ No

Biodiversity net gain has been introduced as a general condition for planning permission. As set out in [The Environment Act 2021](#): "grants of planning permission in England [are] to be subject to a condition to secure that the biodiversity gain objective is met". Therefore, in England, all planning permissions are generally subject to biodiversity gain rules, unless they are specifically exempt or out of scope.

If you have stated that the biodiversity net gain requirement does not apply to your application you must provide the reason(s) why, and may also need to supply evidence (especially where you believe the application is eligible for the 'de minimis' exemption).

Please add all the reasons why biodiversity net gain does not apply and enter a justification for each one

Reason biodiversity net gain does not apply:
Development subject to the de minimis exemption (development below the threshold)

What best describes the size of your site?:
Under 25 square metres

Please justify the reason why biodiversity net gain does not apply:
Householder Application

Note: Please read the help text for further information why developments may be exempt or not in scope.

Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains sewer
- ☐ Septic tank
- ☐ Package treatment plant
- ☐ Cess pit
- ☐ Other
- ☐ Unknown

Are you proposing to connect to the existing drainage system?

- ☒ Yes
- ☐ No
- ☐ Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

Please refer to the drawing B100-1 Proposed Block Plan

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ☒ Yes
- ☐ No

If Yes, please provide details:

The existing storage and the collection point of waste are located at the footpath and the gate of the garden at the north-west corner of the house. It will be the same point for waste store and collection after the proposed project.

Have arrangements been made for the separate storage and collection of recyclable waste?

- ☒ Yes
☐ No

If Yes, please provide details:

The existing separated storage and the collection point of recycled waste are located at the footpath and the gate of the garden at the north-west corner of the house. It will be the same point for waste store and collection after the proposed project.

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ☐ Yes
☒ No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ☐ Yes
☒ No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- ☐ Yes
☒ No

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- ☐ Yes
☒ No

Hours of Opening

Are Hours of Opening relevant to this proposal?

- ☐ Yes
☒ No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- ☐ Yes
☒ No

Is the proposal for a waste management development?

- ☐ Yes
☒ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- ☐ Yes
☒ No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent
☒ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☒ Yes
☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

251562

01/07/2025

Details of the pre-application advice received

In summary, the project accords with national and local policy and therefore is likely to be acceptable. We would suggest making the following amendments to your project before submitting a planning application:

- Amend site plan to identify 3 no. parking spaces measuring a minimum of 2.5m by 5m within the red line of the application site.
- Rear to flank separation distance with no. 4 Woodford Close to be a minimum of 15m.
- Proposal to comply with the 45 degree angle test in the British Research Establishment's (BRE) publication Site Layout Planning for Daylight and Sunlight: a guide to good practice.

Once you are ready, we would recommend that you obtain several quotes from planning agents and employ one to submit your planning application for you.

Householder applications can be submitted on the Planning Portal website. Please use the information available on the council's how to apply for planning permission page to help you submit the right plans and documents.

In addition to the application form, community infrastructure levy form and application fee, we would expect to see:

- Location Plan
- Site Plan (indicating any parking spaces if needed)
- Existing and Proposed Floor Plans
- Existing and Proposed Elevation Plans
- Preliminary bat survey if required
- Tree survey if required
- Heritage statement if required

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
- ☒ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- ☒ Yes
☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ Yes
☒ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

*** "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.**

**** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- ☒ The Applicant
☐ The Agent

Title

Professor

First Name

Changfeng

Surname

Fu

Declaration Date

21/10/2025

☒ Declaration made

Declaration

I/We hereby apply for Full planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Changfeng Fu

Date

18/11/2025