

DELEGATED APPLICATION REPORT

Ward: Abbey Ward

App Ref: PL/25/1105 Prior approval Part 3 Class G: Retail or betting office or pay day loan shop to mixed use

Address: 73-74 BROAD STREET, READING, RG1 2AF

Proposal: Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E), or betting office or pay day loan shop to mixed use including up to two flats (Use Class C3) Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class G

Applicant: Mr Manmohan Singh

Received date: 05/08/2025

Target Decision date: 30/09/2025

Extension of time agreed until 7th November 2025

Case Officer: Gary Miles

Introduction

The application site consists of a 3-storey building with integrated basement located on the far north-westerly corner of Broad Street at the junction with West Street in the Reading town centre. The existing use of floor 2 is commercial, Business and Service (Use Class E) formerly used as retail storage space for a clothing store. A restaurant occupies the ground floor and first floor of the building, and floor 3 consists solely of a small plant room. The floors above the restaurant (second and third floor) are accessed via a dedicated staircase and separate private entrance from West Street, whilst the restaurant and retail space is accessed from Broad Street.

The site falls within the Abbey Article 4 Direction Area which control change of use from commercial Class E to residential Class C3.

The property is not listed and does not fall within a conservation area.

Proposal

Prior approval is sought under Class G of Part 3 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) required for the change of use of the existing Second floor from Commercial, Business and Service (Use Class E), to two self-contained residential flats (Use Class C3).

Information Submitted

Covering Letter (PR Architecture) dated 11th July 25

Drawing no: 01-Location Plan

Drawing no: 01-Existing & Proposed Site Plans

Drawing no: 02-Existing Ground and First Floor Plans

Drawing no: 03-Existing Second and Roof (Plans)

Drawing no: 04-Existing Elevations (South, Southwest, East, North, West)

Drawing no: 05-Existing Floor Plans (Section A-A, Section B-B)

Drawing no: 06-Proposed Ground Floor and First Floor Plans

Drawing no: 07-Proposed Second Floor Plan (**superseded**)

Drawing no: 08-Proposed Roof Plan (**Superseded**)

Drawing no: 09-Proposed Section (Section A-A, Section B-B)

Daylight & Sunlight Report (MES) dated 24th Jan 25 (**superseded**)

Noise Impact Assessment Report (ES Acoustics) Report Reference 21063.PDNIA.RPT.01 (Issue date 2nd May 25) (**superseded**)

Received by the LPA on 5th August 2025

Drawing no: 07E-Proposed Second Floor Plan

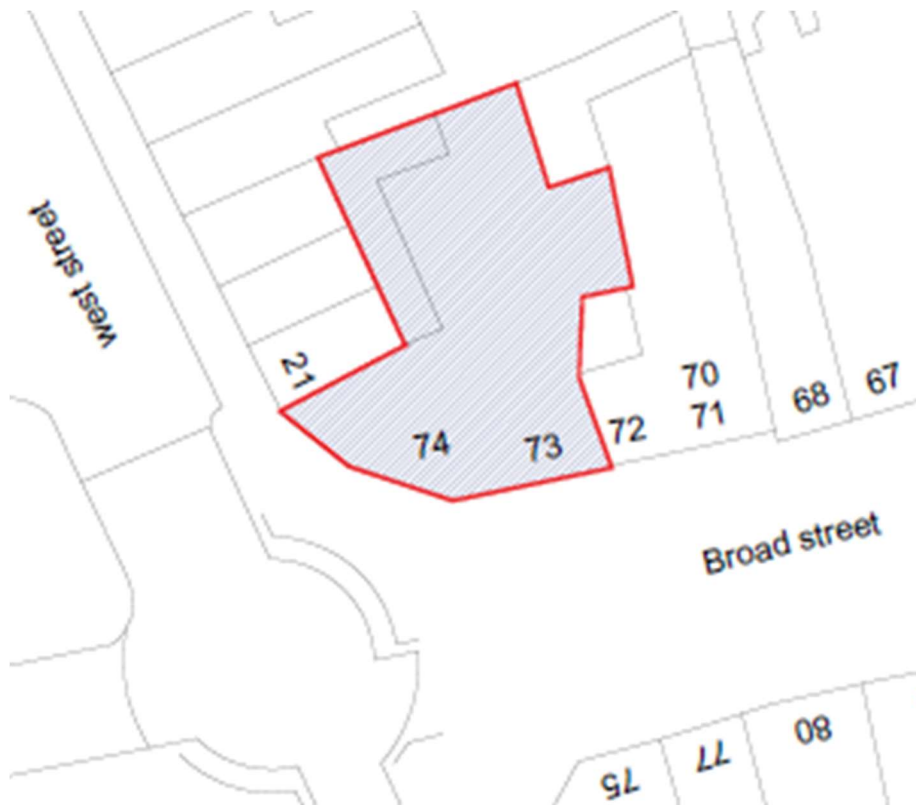
Drawing no: 08E-Proposed Roof Plan

Daylight & Sunlight Report (MES) dated 18th Sept 25

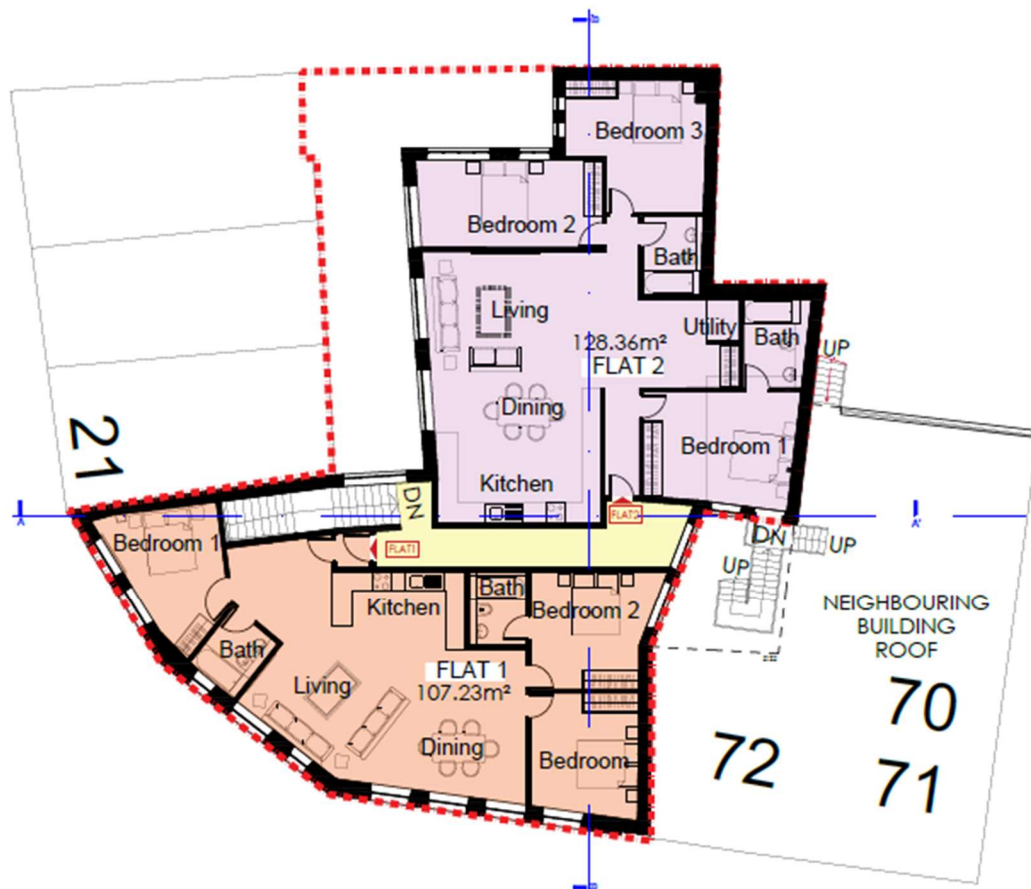
Received by the LPA on 19th September 2025

Noise Impact Assessment Report Rev A (ES Acoustics) Report Reference 21063.PDNIA.RPT.01 (Issue date 8th October 25)

Received by the LPA on 8th October 2025



Block Plan



Proposed Second Floor Plan

Policy & Legal Context

The application has been submitted to determine whether prior approval is required in accordance with Schedule 2, Part 3, Class G of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). Class G involves development consisting of a change of use of a building and any land within its curtilage from a use falling within Class E (commercial, business and service) of Schedule 2 to the Use Classes Order to a mixed use of Class E and up to 2 Class C3 (dwellinghouses).

Before development can be carried out under Class G, the developer must submit a Prior Notification to determine if 'Prior Approval' of the Local Planning Authority is required in respect of the following matters:

- I contamination risks in relation to the building;
- II flooding risks in relation to the building;
- III impacts of noise from commercial premises on the intended occupiers of the development;
- IV the provision of adequate natural light in all habitable rooms of the dwellinghouses;
- V arrangements required for the storage and management of domestic waste.

If the Local Planning Authority determines that Prior Approval is required, Paragraph W of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) states that the Local Planning Authority should, when determining an application, have regard to the National Planning Policy Framework (NPPF), 'so far as relevant to the subject matter of the prior approval, as if the application were a planning application' (Paragraph W, para 10b).

Planning History

PL/01/0363 - Part change of use of ground floor and change of use of basement, first and second floors to unlicensed restaurant with take away facility (Class A3). Installation of new shop front, fire escape stairs and extraction equipment – Permitted July 2002

PL/01/0949 - Part change of use of ground floor and change of use of basement, first and second floors to unlicensed restaurant with take away facility (Class A3). New shop front, fire escape stairs, extraction equipment. (Duplicate app. to 01/01008/FUL) – Permitted Jan 2003

Consultations

External:

A site notice was displayed at the application site on 12th August 2025. No letters of representation have been received.

Internal:

- **RBC Transport**

The site is located within the Reading Central Area and within Reading's primary shopping area. The site is located within Zone 1 of the adopted Parking Standards and Design SPD which is an area at the very heart of Reading Borough, consisting primarily of retail and commercial office developments. This area is well served by rail and bus links and also contains the largest proportion of public car parking spaces.

Due to the constraints of the site, there is no on-site parking available. The non-provision of parking is acceptable in this town centre location the surrounding road network all have parking restrictions preventing on-street parking, therefore, any overflow in parking would not affect follow of traffic on the classified road network. Cross Street does not fall within a Resident's Permit Zone.

If this application is approved there should be an assumption that any future occupants of the proposed units will not be issued with resident or visitor parking permits which should be covered by the appropriate condition and informative, this will ensure that the development does not harm the existing amenities of the neighbouring residential properties by adding to the already high level of on street car parking in the area.

In accordance with the Council's current standards, each residential unit would require 0.5 cycle storage spaces, however under GPD we would not comment on this.

The applicant should ensure that the refuse storage provisions comply with the Council's Waste Management Guidance which is available to view online.

Considering the sustainability of the site, the proposed change of use is unlikely to have a significant impact on the trips and parking demand generated by the premise. On street parking in the vicinity of the site is either restricted or regulated and therefore any increase in parking demand would not be accommodated on street.

In principle there are no Transport objections to this application.

Planning Officer Note: The scheme is considered acceptable under the terms of prior approval. No resident or visitor parking is permitted as part of the proposal. The approval will be subject to conditions and informatives.

RBC Environmental Protection

- Noise impact on development
- Noise within mixed use scheme
- Provision of natural light into habitable rooms

Having reviewed the submitted Noise Impact Assessment Report (ES Acoustics) Report Reference 21063.PDNIA.RPT.01 the Environmental Protection Officer (EHO) raised queries around the noise levels and how closed windows were being relied upon to achieve acceptable noise levels. The assessment states that if there is a suspended ceiling below the floor slab then the insulation between first and second floor is likely to meet 55 dB, the agent was asked to confirm this. The EHO asked can noise between the party walls of the adjoining premises be further considered as there is limited information in the assessment regarding this, what are the adjoining uses and what is the party wall insulation that is present.

Planning Officer Note: The agent submitted a revised Noise Impact Assessment Report issue date 8th October 2025 which provides answers to the points raised by the EHO. The Noise Impact Assessment Report will be conditioned as part of the approval. The agent was asked to increase natural light into several rooms within flat 2. The agent submitted a revised floor plan layout and a roof plan showing the addition of 2 surface mounted skylights to the upper roof. Skylights are not deemed development in terms of this application, furthermore the skylights are obscured from view by the parapet wall which runs along and fronts any view to the roof space if looking up from Broad Street and West Street. Noise and Natural Light matters are necessary to protect future occupants in terms of amenity and wellbeing.

RBC Waste Services

A dedicated bin store is provided at ground floor level, adjacent to the dedicated staircase, via the private entrance which is accessed from West Street (shown on the proposed ground and first floor plans).

Planning Officer Note: The scheme is considered acceptable under the terms of prior approval. The approval will be subject to conditions and informatives.

Please note we ask that we are given at least 6 weeks' notice prior to a development being occupied so we can ensure that bins can be purchased, delivered and collections scheduled in with the crews. Bins would need to be purchased by the developer in advance of residents moving into the property.

The proposal comprises the change of use of the building from (Commercial, Business and Service) Class E, to x2 Class C3 (dwellinghouse) self-contained residential flats. The proposal is required to be considered against the criteria and conditions contained within Part 3, of Class G. (1) (a)-(d), of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). In addition, in order to qualify for assessment under Class G, all applications submitted under this class from 6th April 2021 must comply with Department for Communities and Local Government's Technical Housing Standards – Nationally Described Space Standards, minimum space standards. The proposed flat would comply with these minimum space standards as illustrated in the accompanying plans.

Criteria G.1.—(1) Permitted Development Consisting of Change of Use of a Building —

- (a) from a use within Class E (commercial, business and service) of Schedule 2 to the Use Classes Order, to a mixed use for any purpose within that Class and as up to 2 flats;**

Complies. The lawful use and last use of the building has been in Class E with a commercial on the ground floor and ancillary retail storage rooms above.

- (c) from a use within article 3(6)(n) (betting office) or 3(6)(o) (pay day loan shop) of the Use Classes Order, to a mixed use for any purpose within Class E (commercial, business and service) of Schedule 2 to that Order and as up to 2 flats**

N/A

- (e) from a use falling within article 3(6)(n) (betting office) or 3(6)(o) (pay day loan shop) of the Use Classes Order to a mixed use falling within article 3(6)(n) (betting office) or 3(6)(o) (pay day loan shop) of the Use Classes Order and as up to 2 flats.**

N/A

Conditions

G.1— Development permitted by Class G is subject to the following conditions—

- (a) some or all of the parts of the building used for a use within, as the case may be, article 3(6)(n) (betting office) or 3(6)(o) (pay day loan shop) of, or Class E of Schedule 2 to, the Use Classes Order is situated on a floor below the lowest part of the building used as a flat;**

Complies. The proposed flats are proposed to the second floor. The commercial unit remains on the ground floor.

- (b) where the development consists of a change of use of any building with a display window at ground floor level, the ground floor must not be used in whole or in part as a flat**

Complies. The flats are proposed to the second floor and not the ground floor.

- (c) a flat must not be used otherwise than as a dwelling (whether or not as a sole or main residence)—**

- (i) by a single person or by people living together as a family, or**

Complies. C3 dwellinghouse use proposed.

- (ii) by not more than 6 residents living together as a single household (including a household where care is provided for residents)**

Complies. C3 dwellinghouse use proposed.

(d) Before beginning development, the developer must apply to the local planning authority for a determination as to whether the prior approval of the authority will be required as to —

(i) contamination risks in relation to the building;

Complies. No contamination risks identified.

(ii) flooding risks in relation to the building;

Complies. The proposal site does not fall within flood zone 2 or 3.

(iii) impacts of noise from commercial premises on the intended occupiers of the development;

Complies. The proposal is acceptable in terms of noise from commercial ground floor use.

(iv) the provision of adequate natural light in all habitable rooms of the dwellinghouses;

Complies. The submitted floor plans demonstrate that all habitable rooms within the proposed flat would be served by a window and have adequate access to natural light.

(v) arrangements required for the storage and management of domestic waste.

Complies. The submitted plans demonstrate that the properties have a dedicated bin storage area, at ground floor level, adjacent to the main private entrance off West Street. The plans show the bin storage area is clearly within the curtilage of the property and does not interfere with the public highway. The proposal is considered acceptable in terms of waste and recycling storage.

Conclusion

Prior Approval can be Granted.