

***Change of use of existing dwelling user
class C3a
to Home in Multiple Occupation user
class C4***

***at 122 Wykeham Road,
Reading RG6 1PL***

For Mr I

Design & Access Statement

R A M M U R T I D E S I G N L T D

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Introduction, Site Location, and Description

This design & access statement has been prepared in support of a planning application for the change of use of an existing property which was a single family dwelling user class C3a and is proposed to being used as a Home in Multiple Occupation user class C4 for a small HMO with up to 4No rooms.

This proposal represents a revised scheme following the refusal of an earlier 5 bedroom application. The layout, occupancy, and amenity provision have been carefully reconsidered to ensure compliance with relevant space and design standards, and to address the issues previously identified by the Local Planning Authority regarding quality of accommodation and over-intensification. The revised scheme implements the recommendations and guidance provided by the LPA to deliver an improved standard of living environment that meets policy requirements.

The application is required as the building has not previously been in use for multiple occupancy and planning permission is required for such a change of use due to Article 4 Directive.

There are no plans to extend or alter the footprint of the property, and the floor plans are presented as per the existing arrangement, other than creating corridor access so that a private route is maintained to each bedroom, without having to access one room from another room.

The use of the rooms is as follows:

Ground floor has a room to the front used as a bedroom, a hallway leading to a middle room which is to be used as used as a living and dining room and this leads to the kitchen facilities which are provided for communal use. There is a bathroom beyond the kitchen which would also be for communal use.

The first floor has a landing with three rooms, which are used as bedrooms, one of which at the front of the property will have a corridor added leading to the back of the property to the 4th bedroom. The Middle room is accessed off from the landing as per the existing arrangement.

Access is available to all occupiers to the rear garden of the property.

The property meets the requirements for room sizes and amount of living and washrooms for the level of accommodation being undertaken as there are sufficient washroom and kitchen facilities to enable compliance with the council’s HMO departments requirements for the minimum number of each facility.

Access

The property lies toward the south-eastern end of Wykeham Road and benefits from convenient links to St Peter’s Road, which connects to the commercial area along Wokingham Road. The house is therefore within a short walking distance of a range of local facilities including shops, restaurants, takeaways, chemists, and a post office on Wokingham Road.

The site benefits from a highly accessible location with excellent connections to public transport and local amenities. A bus stop serving the 19a route is situated approximately 0.2 miles (less than a 5-minute walk) from the property, providing frequent services to Reading town centre and surrounding areas. The No. 17 bus route, which also runs directly to Reading town centre, operates 24 hours a day with buses every 7 minutes and can be accessed from a stop around 0.3 miles (approximately a 6-minute walk) away. Palmer Park is also within easy walking distance to the northwest, providing public open space and a variety of sports and leisure facilities operated by Reading Borough Council.

Wykeham Road is a well-established residential street within a sustainable urban area, close to public transport routes and local amenities. The street operates a residents’ permit parking scheme, which manages on-street parking effectively and maintains an orderly environment for all occupiers.

Given the existing parking controls and plot layouts, there is no off-street parking provision; however, this reflects the established pattern of development in the area. The site’s strong accessibility by bus, rail, and walking routes makes it well-suited to lower levels of car ownership. Secure cycle storage is provided within the rear garden to encourage sustainable travel, while bin storage can be neatly accommodated at the front of the property to maintain an attractive and practical streetscape.

The site’s sustainable location, combined with its proximity to services and public transport, ensures that it is well placed to accommodate a small-scale HMO use without generating adverse impacts on parking demand or local character.

Hard and Soft Landscaping

rear garden is enclosed by existing 1.8 m high close-boarded timber fencing, providing a coherent appearance and a good sense of privacy and enclosure for occupants. The space includes a combination of hard-surfaced areas suitable for outdoor seating and cycle storage, offering usable and low-maintenance amenity space for residents.

The front of the property is hard landscaped, providing a clean and practical area for the storage of refuse and recycling bins.

Unit Calculations

Reading Borough Council policy permits a maximum of 25% of properties within a 50 m radius of the application dwelling to be used as HMOs. Within this radius, there are 55 properties, allowing for up to 13 HMOs.

The Council’s HMO register for 2025 records only properties with five or more bedrooms. No registered HMOs of this size lie within the 50 m radius, including Wykeham Road itself. Surrounding streets within the radius include Lennox Road and St Peter’s Road. It is recognised that smaller HMOs (fewer than five bedrooms) may exist but are not captured on the register.

To establish a full picture, a door-to-door survey was conducted on 27 July 2025. This survey identified three smaller, unregistered HMOs in the area. Including these three properties and the proposed HMO at the application dwelling, the total number of HMOs within the 50 m radius would be four. This represents less than 8% of properties in the area, remaining well below the 25% threshold and demonstrating that the proposal would not result in an over-concentration of HMOs locally.

Appearance and Scale

The existing building is not being extended further and will be retained without affecting the external appearance and will therefore not compromise the streetscene or the terrace run of properties in Wykeham Road.

Areas and Accommodation schedule

The application site has a site area of 99.40m², comprising a plot approximately 4.3m across and 23.5m deep
Gross internal areas are as follows:

- Ground floor 47.75m²
- First Floor 40.70m²

Total floor area 88.45m²

Proposed Ground floor accommodation

- Reception room used as bedroom (10.55)
- Middle room used as communal room (12.32m²)
- Communal kitchen
- Bathroom

First floor accommodation

- 3No bedrooms
- Bed2 8.92m2
- Bed 3 (9.19m2)
- Shower room
- bed 4 (7.4m2),

Policy DM:8 ~ Reading Borough Councils

SITES AND DETAILED POLICIES DOCUMENT ADOPTED - OCTOBER 2012 (Revised January 2015)

Policy DM:8 for Residential conversions states:

Proposals to convert properties into self-contained flats or for multiple occupation under Core Strategy Policy CS18 will only be acceptable where:

- ❑ The proposal respects the physical character of the area and additionally would not, either individually or cumulatively, unduly dilute or harm an existing mixed and sustainable community through the significant loss of single family housing;
- ❑ There are no unacceptable adverse impacts to other residential properties arising from noise and disturbance in terms of the number and layout of units proposed and the proximity to other properties;
- ❑ There is appropriate sound insulation between proposed and neighboring units and layouts avoid inappropriate stacking and location of rooms between units;
- ❑ Bin and cycle storage is of an appropriate size and standard for the units proposed and should be located at ground floor level with easy access.
- Individual units provide appropriate minimum internal floor standards and headroom in accordance with the Council’s adopted minimum internal floor space standards

The proposed use is consistent with Policy DM:8. All rooms are comfortably proportioned, and no contrived arrangements have been made to meet HMO requirements. The internal layout largely retains the existing configuration, with only one ground-floor reception room converted to a bedroom. This room lies directly below an existing first-floor bedroom, and the layout avoids inappropriate stacking of rooms between units.

The building’s form and character remain unchanged, ensuring the proposal is in keeping with the surrounding area. Adequate sound insulation is provided, including double solid walls between neighbouring properties, fully insulated internal partitions with acoustic materials, and ceilings that are fully insulated to reduce sound transmission between floors and enhance amenity for all occupants. Any noise generated is therefore unlikely to exceed that of the current single-family use.

Bin storage is provided at the front of the property, and secure cycle storage is accommodated within the rear garden to encourage sustainable travel. All rooms meet local and national space standards for single-occupancy HMOs.

The proposal provides a four-bedroom HMO that contributes to the local housing mix without adversely affecting the surrounding community. Its location, close to Reading town centre and local amenities, ensures it meets the needs of future occupiers while complying with Council requirements for amenity, safety, and sustainability.