

16th March 2026
Ref: JCGS/26.02/3.1

Planning
Reading Borough Council
Civic Offices
Bridge Street
Reading
RG1 12LU

Via Planning Portal

Dear Sir / Madam,

Householder Planning Application Front Extension to Garage & First Floor Extension Above Garage 4 Treforgan, Caversham Heights, Reading, RG47XG

I write to submit a Householder Planning Application for extension and alteration works to the existing dwelling at 4 Treforgan, Caversham Heights, Reading.

The proposal seeks permission for a modest front extension to the existing garage and the construction of a first-floor extension above the garage.

The extension to the garage is intended to improve the functionality of the existing space by creating a garage of sufficient size to accommodate modern vehicles. The first-floor extension will enhance the existing bedroom accommodation, allowing the property to better meet the needs of the applicant's family.

It is acknowledged that the proposed front extension to the garage will reduce the driveway depth in front of the garage to less than the preferred six metre depth identified within the Reading Borough Council Revised Parking Standards and Design Supplementary Planning Document (SPD). However, the SPD also notes that shorter driveways may be acceptable on quieter residential streets. Treforgan is a quiet residential cul-de-sac and several existing properties within the street already have driveways with depths below the preferred standard. The increase in internal garage space will allow vehicles to be parked within the garage, thereby improving the overall parking provision on the site.

The proposed first-floor extension above the garage reflects the established pattern of development within Treforgan. Many neighbouring properties incorporate first-floor accommodation above their garages. Typically, the existing houses are positioned approximately 1.8 metres apart, with gable ends facing one another. Garages commonly project forward beyond the first-floor accommodation beneath lean-to roofs. The proposed design responds to this established form of development and is therefore considered to be in keeping with the character and appearance of the surrounding area.

The following documents are submitted for your consideration:

- Completed Application Form
- Completed CIL Form 1
- Drawings 26.02-100, 102 Rev A, 103 Rev A, 104 Rev C, 105 Rev B, 115, 116 Rev A
- Street View Photographs
- Application Fee (£528) paid via the Planning Portal

I trust the attached is sufficient for the application to be validated. Should you have any I trust the enclosed information is sufficient to allow the application to be validated. Should you require any further information or clarification, please do not hesitate to contact me.

Yours Faithfully,

Jonathan Spires
BA BArch RIBA
Director

cc: Applicant