

## **DELEGATED APPLICATION REPORT**

Ward: Southcote Ward

App Ref: PL/26/0710 Householder planning permission

Address: 24 FONTWELL DRIVE, READING, RG30 4QR

Proposal: Proposed erection of a rear extension and conversion of the garage to ancillary accommodation, incorporating a 3.0m parapet flat roof and alterations to fenestration.

Applicant: Muhammad Waseem

Received date: 29/05/2026

Target Decision date: 24/07/2026

**Case Officer: Gary Miles**

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### **1. SITE DESCRIPTION**

The application site consists of a two-storey semi-detached dwellinghouse. The property is constructed from brick and tiled pitched roof. The property is a conventional design to rear whilst the front has a chalet style roof with front dormers. The property benefits from a large private east facing garden and private frontage partly laid to lawn and part driveway parking for 2 vehicles.

The site slopes down from the public highway to the side of the host property and is then level ground through to the rear boundary. The host property and the adjoining property at no.22 is on level ground with one another, whereas the ground level between the detached neighbour at no.26 Fontwell Drive steps up by approximately 1.8m for the length of the property and rear garden.

The property is not listed, not in a conservation area and not within an Article 4 area.

**Date of site visit:** 16<sup>th</sup> June 2026



Looking easterly towards front elevation



Looking westerly towards existing rear elevation with current single storey extension

## **2. PROPOSAL AND SUPPORTING INFORMATION**

The proposal comprises of a rear extension and conversion of the garage to ancillary accommodation; The development will have a rear projection of 4m and adjoin to the existing already extended garage. The extension will be flat roofed, finished with Glass Reinforced Plastic (GRP) with a 3m high parapet wall with capping stones and internal guttering. Other changes to the existing fenestration to include; the existing garage door to front to be replaced with a new pedestrian door, introduction of a window serving the snug area and a new serving the en-suite-both along the side elevation. Two roof lights will be placed in the rear extension above the new kitchen, two new windows and Bi-Fold doors to the new rear elevation. The extension will be finished in white render to match existing render, whilst the windows and doors will be finished in white uPVC to match the existing windows and doors. Two roof lights will be placed in the rear extension above the new kitchen.

The supporting Design and Access statement explains how the proposal seeks to provide improved living accommodation to meet the needs of elderly family members requiring accessible ground floor accommodation due to health and mobility needs.

### Plans & documents considered:

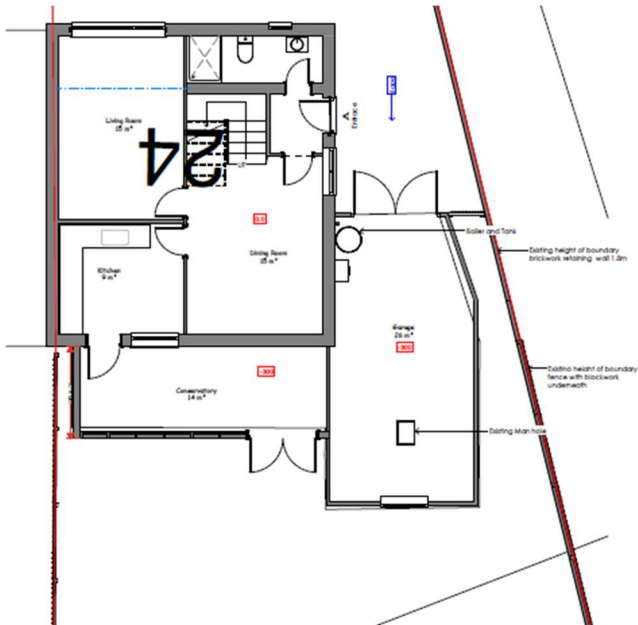
Design and Access Statement, dated May 2026

Drawing no: PP-14970448v1-Location Plan, dated May 26

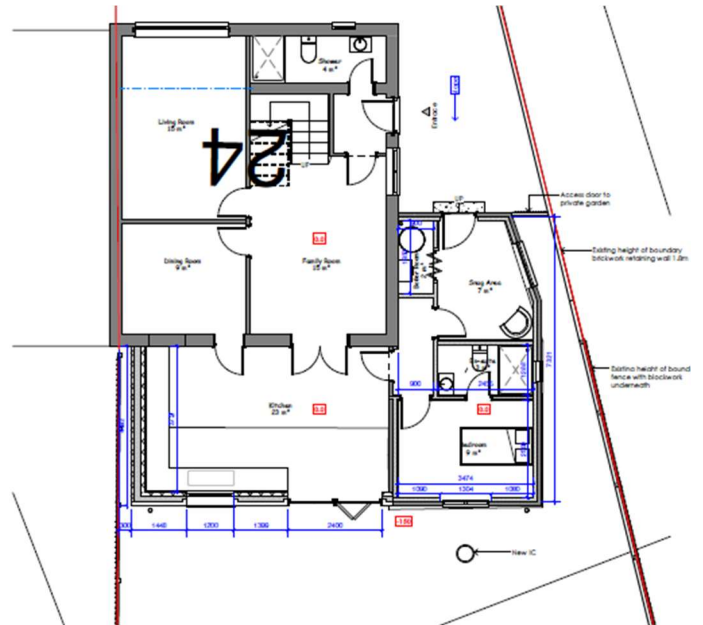
Drawing no: PP-RG-340-02-Existing and Proposed Ground Floor, not dated

Drawing no: PP-340-RG-01-Existing and Proposed Elevations, Roof Layout, not dated

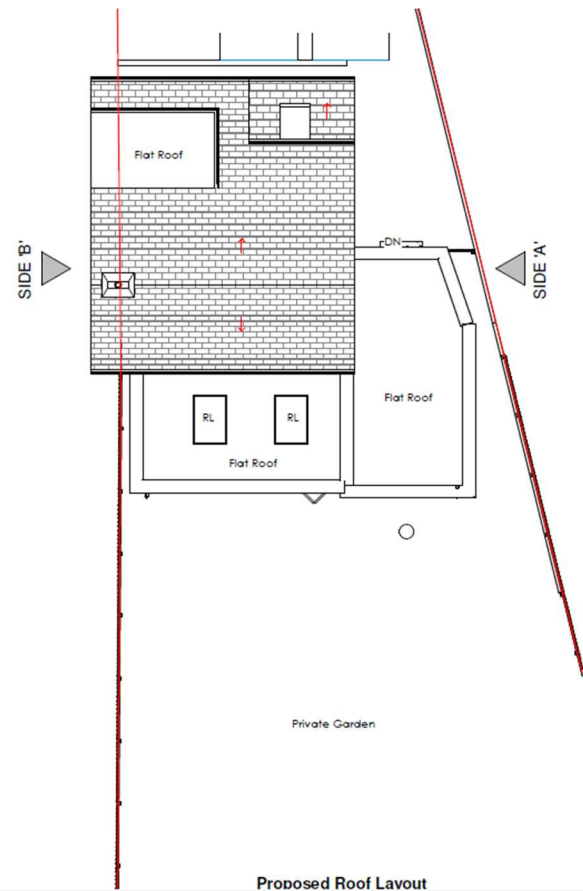
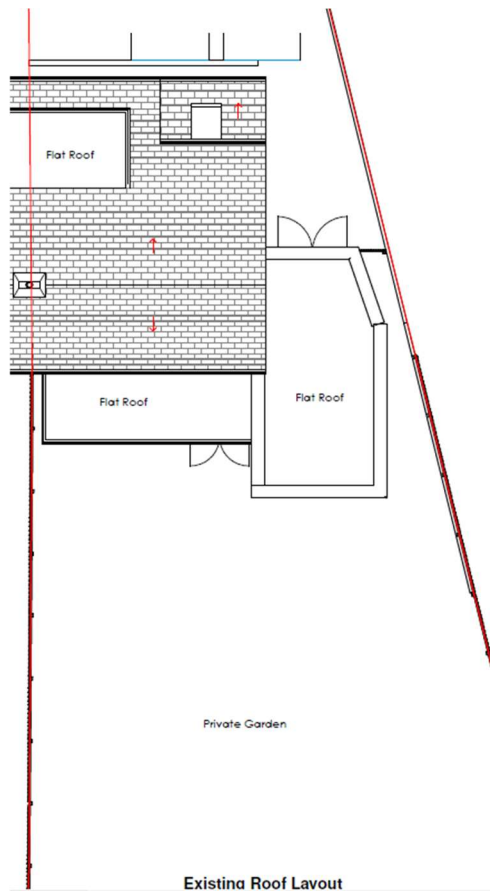
Received by the LPA on 29<sup>th</sup> May 2026



Existing Layout



Proposed Layout





**Existing Front Elevation**  
1 : 100

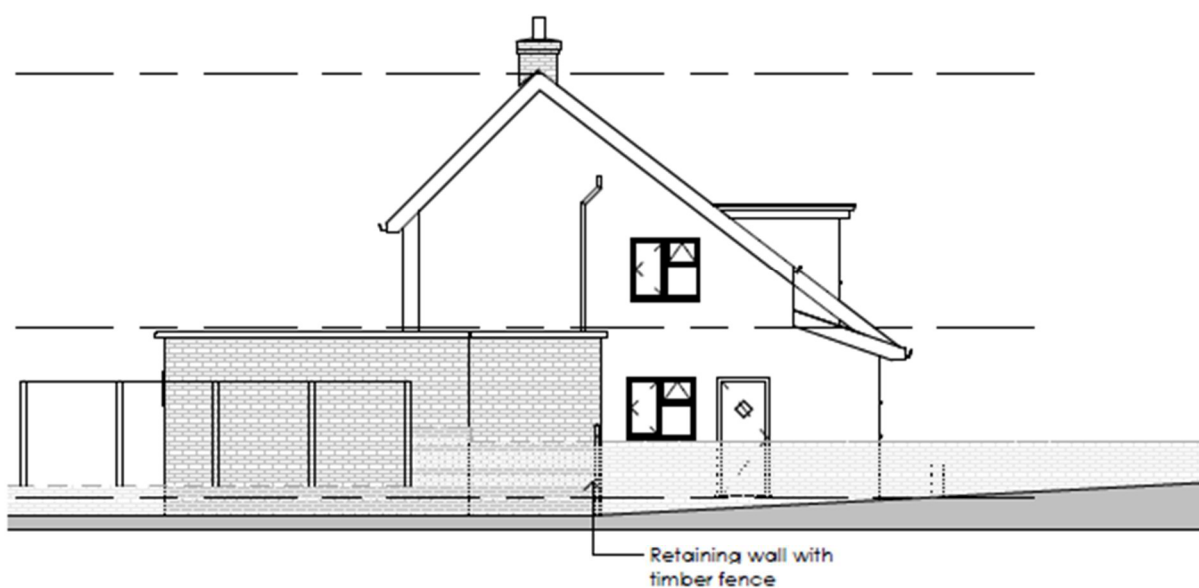


**Proposed Front Elevation**  
1 : 100

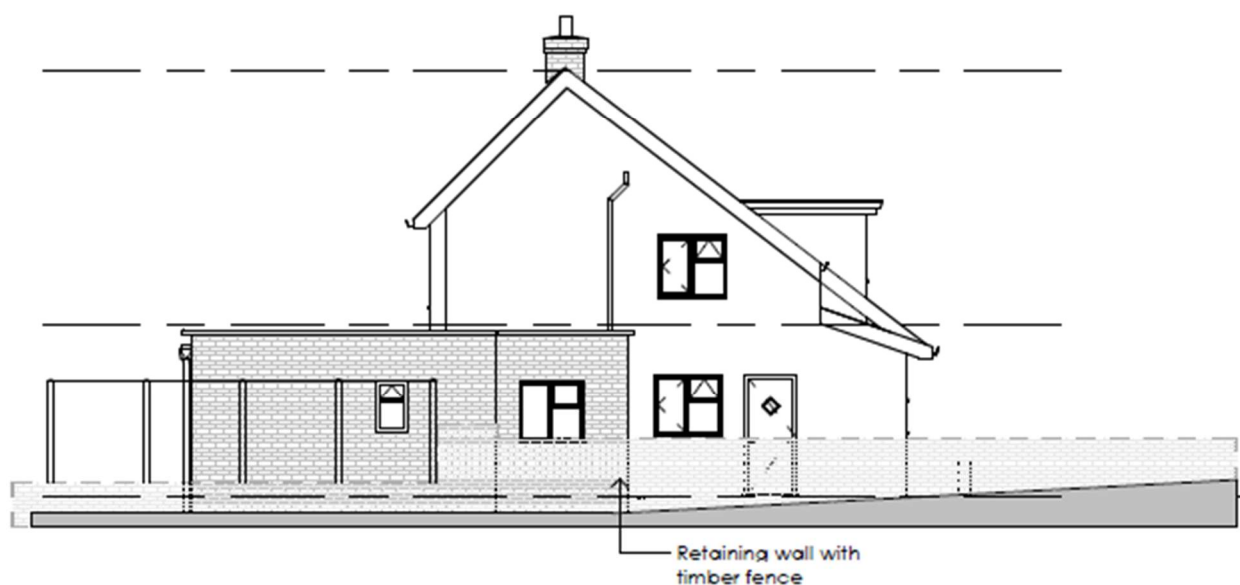


**Existing Rear Elevation**  
1 : 100





**Existing Side Elevation 'A'**  
1 : 100



**Proposed Side Elevation 'A'**  
1 : 100

### 3. RELEVANT PLANNING HISTORY

None.

### 4. CONSULTATIONS

Internal

- Transport Development Control

The proposal seeks permission for a single-storey rear extension and garage conversion to provide accessible living accommodation for elderly parents with identified health and mobility needs.

The inclusion of a ground-floor bedroom and en-suite is intended to facilitate independent day-to-day living.

The loss of the garage will result in the loss of a parking space; however, there is existing provision for off road parking at the front of the property for 2 vehicles, therefore, Transport have no objections with this application subject to the accommodation remaining ancillary to the existing residential use.

#### External

- The planning notice was attached to the front fence of the host property on 16<sup>th</sup> June and left in place for the 21-day statutory consultation period.

One letter of representation has been received as follows:

- |             |               |                |
|-------------|---------------|----------------|
| • Neighbour | Not supplied. | Representation |
|-------------|---------------|----------------|

#### Summary of representation:

*Unsure how high the proposal will be as it isn't very clear on the proposed plans.*

*Reference to a number of trees being cut down along the shared boundary.*

*The proposed development will be right against the newly planted bush on the other side of the fence. If the bush dies, they would like it replaced.*

It should be noted that all of the above points are not considered material considerations, apart from the point regarding the height. Other points such as planting and tree cutting are a civil matter between the neighbours and not a council or planning matter.

## **5. EQUALITY ACT 2010**

In determining this application, the Council is required to have regard to its obligations under the Equality Act 2010. However, there is no indication or evidence (including from consultation on the application) that the protected groups identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application. Therefore, in terms of the key equalities protected characteristics it is considered there would be no significant adverse impacts because of the development.

## **6. LEGAL AND PLANNING POLICY CONTEXT**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that proposals be determined in accordance with the development plan unless material considerations indicate otherwise. Material considerations include relevant policies in the National Planning Policy framework (NPPF) - among them the 'presumption in favour of sustainable development'. The following local and national planning policy and guidance is relevant to this application:

#### National Policy

National Planning Policy Framework  
National Planning Practice Guidance

#### Reading Borough Local Plan (2019)

CC7 (Design and the Public Realm)  
CC8 (Safeguarding Amenity)

H9 (House Extensions and Ancillary Accommodation)  
TR5 (Car & Cycle Parking)

### **SPG/SPD**

A Design Guide to House Extensions SPG  
Parking Standards and Design SPD 2011

### **Local Plan Update**

The current version of the Local Plan (adopted in November 2019) turned five years old on Tuesday 5th November 2024. The Local Plan was reviewed in March 2023 and around half of the policies in the plan are considered still up to date. However, the rest need to be considered for updating to reflect changing circumstances and national policy. The submission version of the Local Plan was submitted on 9<sup>th</sup> May 2025.

Although there is a five-year period for carrying out a review of a plan after it is adopted, nothing in the NPPF or elsewhere says that policies automatically become “out of date” when they are five years old. It is a matter of planning judgement rather than legal fact whether a plan or policies within it are out-of-date. This will depend on whether they have been overtaken by things that have happened since the plan was adopted, either on the ground or through changes in national policy, for example.

Officer advice in respect of the Local Plan policies pertinent to this application is that they remain in accordance with national policy and that the objectives of those policies remain very similar in the draft updated Local Plan. Therefore, they can continue to be afforded weight in the determination of this planning application and are not considered to be ‘out of date’.

## **7. APPRAISAL**

### **Character and Appearance**

Policy H9 states that an extension to a house will be acceptable where it respects the character of the house in terms of scale, location, materials and design and respects the character and pattern of neighbouring properties and the street as a whole in terms of scale, location, materials and design, and any important existing building line. Policy CC7 also sets out relevant considerations for design.

The proposed changes appear subservient to the host property insofar as the front elevation facing the public highway will remain largely unaltered. The existing garage door to front elevation is to be swapped to a pedestrian door and the remaining width bricked up with materials to match the host property.

The introduction of 2 new windows on the side elevation is not considered indifferent to other ground floor side windows in nearby properties and doesn’t cause concern in terms of character.

The proposal includes increasing the existing single storey rear projection to 4m for the width of the rear elevation. In terms of character and appearance the extension is to be finished in materials to match the host property, be of modest scale and not so different to other single storey extensions in the same street.

Policy H9 of the Reading Borough Local Plan 2019 includes separate accommodation. Policy H9 explains how the provision of ancillary accommodation, such as granny annexes, can be one housing solution to some of these trends. However, this ancillary accommodation should not be a way of introducing new dwellings by stealth. Therefore, planning conditions and, where necessary, obligations will ensure that extra accommodation remains incidental to the main dwelling.

Ancillary accommodation could be considered a separate dwelling where it:

- Is self-sufficient in terms of facilities e.g. kitchens and bathrooms;
- Has its own front door without internal links to the main house; and/or
- Has its own external facilities, e.g. access, drive, garden; or has scope for these external facilities to be easily created.

In this instance the garage is to be converted for incidental use as an additional ground floor bedroom and en-suite for the use by an elderly relative. The development will include condition 6 to prevent the extension from being rented out as a separate dwelling or an Air B and B.

The development in terms of character and appearance the proposal is considered acceptable and therefore compliant with policies CC7 and H9 of the Reading Borough Local Plan 2019.

### **Residential Amenity**

Policy H9 states that an extension will be acceptable where it does not result in an overbearing impact on neighbours. Policy H10 seeks to ensure that the amenity of gardens and other outdoor areas are not compromised. Policy CC8 states an extension to a house will be acceptable where it will not cause a significant detrimental impact to the living environment of existing or new residential properties.

The introduction of the 2 side windows at ground floor level along the northern boundary with property no. 26 Fontwell Drive are considered acceptable as the windows will look out on to an existing boundary treatment. Due to the large height difference of approximately 1.8m between the host property and the detached neighbouring property on the northern side, the new windows along the ground floor side elevation are not considered to be harmful to neighbouring amenity in terms of privacy or the feeling of being overlooked. The en-suite window will be finished with obscure glazing and be secured by a condition.

The proposal includes increasing the existing single storey rear projection to 4m along the width of the rear elevation. Some concern was had with the 4m projection and possible effect on the attached neighbour in terms of overbearing effects however a 3m projection with a height of 4m can be achieved under Permitted Development (CLP) and a 6m rear extension under Permitted Development for a Larger Home extension (Householder Prior Approval) for a semidetached property.

The proposal single storey rear element has been pulled away from the shared boundary treatment with the adjoining neighbour at no.22 Fontwell Drive by 0.3m, in addition the centre of the nearest ground floor window is positioned 2.3m away due to the unusual original layout of the properties. This distance to the nearest window, along with the offset from the boundary mitigates any harm to residential neighbouring amenity in terms of overbearing affects and loss of light.

The proposed development is not considered harmful to residential or visual amenity and therefore the proposed development is compliant with policies CC8 and H9 of the Reading Borough Local Plan 2019.

At the time of preparing this report it was noted that a planning application has recently been approved at the attached neighbouring property for a 3m single storey rear extension with an eave's height of 2.7m and a maximum height of 4m. The proposal is approved to be constructed right up to the boundary with no.24 the host application site.

### **Transport/Highway matters**

The transport officer was consulted due to the loss of the garage i.e. loss of off-street parking for 1 car.

A property of this size should have a minimum of 2 off-street parking spaces, which the property currently has.

Transport officers have no objections with this proposal on the basis that the development remains ancillary to the existing residential use. This means the extension should not be a separate dwelling but rather a part of the existing property.

The proposed development is considered to remain ancillary and this will be secured by a condition.

The proposed development is considered to comply with policy TR5 of the Reading Borough Local Plan 2019.

## **8. CONCLUSION**

The proposed development has been assessed as set out above and is considered to be acceptable on that basis, subject to the following conditions.

## **9. RECOMMENDATION**

GRANT

TL1  
AP1  
M1  
PD3  
PD5  
PD6