

DELEGATED APPLICATION REPORT

Ward: Thames Ward

App Ref: PL/26/0847 Householder planning permission

Address: 26 Cardiff Road, READING, RG1 8FX

Proposal: Installation of one window at first floor level on the east (side) elevation, four rooflights on the east roof slope and one rooflight on the west roof slope, all to facilitate a loft conversion. (amended)

Applicant: Mike Douglas

Received date: 26/06/2026

Target Decision date: 24/08/2026

Case Officer: Huimin Chen

1. SITE DESCRIPTION

The application site comprises a two-storey end-of-terrace dwelling located to the north of the mainline railway, on the former Cox and Wyman site which has been redeveloped in the past decade. The property occupies a prominent corner plot at the junction of Cardiff Road and Addison Road and forms one end of a continuous terrace of residential properties. The dwelling features a T-shaped crossed roof. The site is located within the Reading Air Quality Management Area (AQMA).

Permitted development rights for roof alterations, including loft conversions, were removed under planning permission ref. PL/17/1814 (see extract of the relevant condition below).

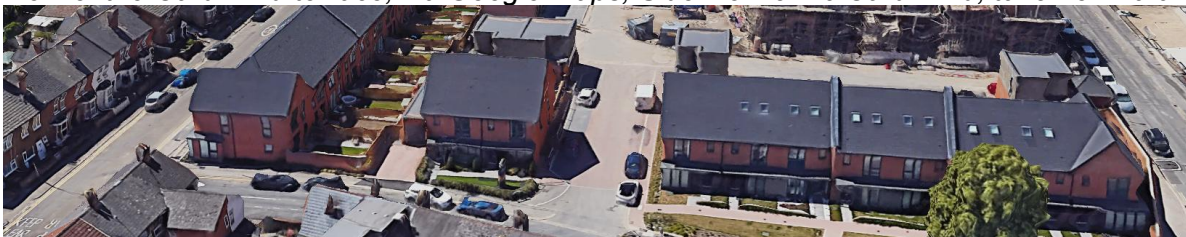


36. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any order revoking or re-enacting that Order with or without modification) no enlargement, improvements or other alteration to the dwelling houses hereby permitted shall be carried out and no building or enclosures shall be erected or installed within the curtilage of the building(s) or any works within Part 1 Classes A-D and Part 2 Classes A-C without the express planning permission from the local planning authority.
Reason: In the interests of the amenities of neighbouring properties and to protect and maintain the character of the area in accordance with Policy CS7

Front view of 26 Cardiff Road, taken on 20/07/2026; Extract of original decision ref: PL/17/1814.



Aerial view of the Cardiff Rd terrace, via Google Maps; Side view of 26 Cardiff Rd, taken on 20/07/2026;



Aerial view of the Addison Road terrace, via Google Maps.

2. PROPOSAL AND SUPPORTING INFORMATION

The application seeks planning permission for the conversion of the existing loft space to provide an additional bedroom, increasing the dwelling from a three-bedroom to a four-bedroom property.

The proposal includes five rooflights within the roof slopes (4 on the eastern roof slope and 1 on the western roof slope) and a single east-facing window serving an existing bathroom on the Addison Road side elevation. All new windows would be finished in grey aluminium, matching the existing.

No other additional alterations to the host dwelling are proposed.



Existing and proposed floor plans and elevations

Plans/documents submitted

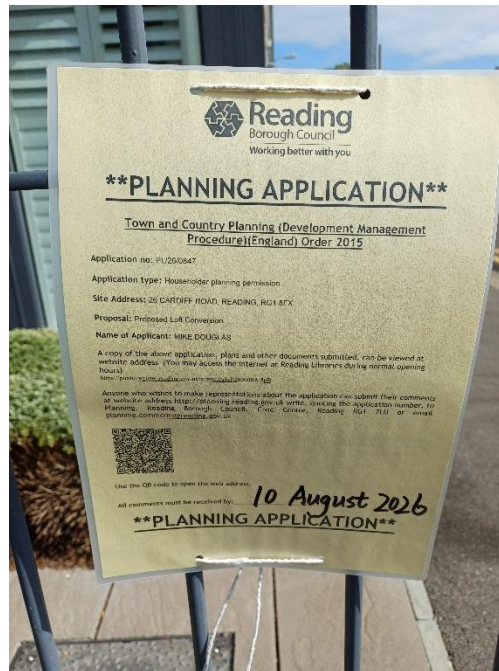
- Design and access statement, dated 23/06/2026;
 - Location Plan, dated 25/06/2026;
 - Block plan, 23/06/2026;
 - Drawing No. E.01 Rev B – Existing elevations
 - Drawing No. E.02 Rev B – Existing floor plans
 - Drawing No. E.03 Rev B – Existing section A-A
 - Drawing No. P.01 Rev B – Proposed elevations
 - Drawing No. P.02 Rev B – Proposed floor plans
 - Drawing No. P.03 Rev B – Proposed section A-A
 - Drawing No. P.04 Rev B – Proposed first floor plan
 - Drawing No. P.05 Rev B – Proposed second floor plan
- All were received on 26/06/2026.

Planning history

PL/17/1814 - Demolition of existing site buildings and boundary treatments and erection of 96 no. dwellings including associated surface car parking, public realm and landscaping on land at the former Cox & Wyman building, Cardiff Road. Permitted subject to Legal Agreement, 19/11/2018.

3. CONSULTATIONS

A site notice was displayed in front of the application site. The 21-day consultation period was from 20/07/2026 to 10/08/2026. No letters of representation have been received.



Site Notice

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 as a result of the development.

4. 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' (Policy S3). The following local and national planning policy and guidance is relevant to this application:

National Policy

National Planning Policy Framework (NPPF) 2026

National Planning Practice Guidance 2014 onwards

Reading Borough Council Local Plan (2019)

CC7: Design and the Public Realm

CC8: Safeguarding Amenity

H9: House Extensions and Ancillary Accommodation

TR5: Car And Cycle Parking and Electric Vehicle Charging

SPD

Design Guide to House Extensions Supplementary Planning Document (2021)

Revised 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. A pre-submission draft was submitted to the Secretary of State on the 9th of May 2025 and is currently at examination.

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 listed above is that they remain in accordance with national policy and that the objectives of those policies remains very similar in the draft updated Local Plan. Therefore, they can continue to be afforded weight in the appraisal below and are not considered to be ‘out of date’.

5. APPRAISAL

Character and Appearance

Policy CC7 requests that all development must be of high design quality that maintains and enhances the character and appearance of the area of Reading in which it is located. Policy H9 states that an extension to a house will be acceptable where it respects the character and pattern of neighbouring properties and appearance of the street as a whole in terms of scale, location, materials and design, the arrangement of doors, windows and other principal architectural features and any important existing building line.

The proposed loft conversion would be accommodated within the existing roof space and would not involve any enlargement of the roof. To provide natural light to the proposed habitable space, five modestly sized rooflights would be installed within the south- and east-facing roof slopes. Based on the section plan submitted, these are shown to be virtually flush with the roof slope.

Given their modest scale and the presence of similar rooflights on surrounding properties (see the aerial photographs at section 1 above), the proposed rooflights are considered visually unobtrusive and would not result in harm to the character or appearance of the host dwelling or the wider street scene.

In addition, a single east-facing window would be installed to serve the existing bathroom. The proposed window would be modest in scale and finished in materials to match the existing fenestration. It would align horizontally with the existing windows and is therefore considered acceptable in terms of its design, proportions and appearance. It would also align with the existing character of other dwellings further to the

north on Addison Road, which already include windows similar to that proposed (see the aerial photographs at section 1 above).

Overall, the proposal would preserve the character and appearance of the host dwelling and the wider street scene. The development is therefore considered to accord 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 CC8 states that 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 proposal would provide one additional bedroom within the existing dwelling, increasing the property from a three-bedroom to a four-bedroom family home. The surrounding area is predominantly residential in character and the proposal would not alter the established residential use of the site. As such, the development is not considered to give rise to any adverse impacts in land use terms.

The proposed external alterations are limited to the installation of rooflights and a single side-facing window. Given the limited nature of these works, the proposal would not result in any overbearing impacts or loss of light to neighbouring occupiers.

The proposed rooflights would not give rise to overlooking or loss of privacy due to their position within the roof slopes and the nature of the openings. In addition, the proposed east-facing side window would serve an existing bathroom. Given that it would overlook a public highway and face the side wall of No. 24 Cardiff Road, it is not considered to result in any material loss of privacy to neighbouring properties.

The proposal is therefore considered to comply with Policies CC8 and H9 of the Reading Borough Local Plan 2019.

Parking

Policy TR5 requires that development should provide car parking and cycle parking that is appropriate to the accessibility of locations within the Borough to sustainable transport facilities, particularly public transport.

Upon completion of the development, the property would gain one additional bedroom, increasing it from a three-bedroom to a four-bedroom dwelling.

Having regard to the Revised Parking Standards and Design SPD, the site is located within Zone 2, where both three-bedroom and four-bedroom dwellings require two parking spaces. As the parking requirement would remain unchanged, the proposal is not considered likely to place undue pressure on the existing parking provision or the surrounding highway network.

It should be noted, however, that there is no automatic entitlement to obtain a residents' parking permit for existing, future, adjacent or surrounding controlled parking zones. Should additional on-street parking be required, any application for a parking permit would need to be submitted separately and would be assessed on its own merits in accordance with the relevant parking controls in force at that time.

The proposal is therefore considered acceptable in parking and highway terms.

6. 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.

7. RECOMMENDATION

APPROVED

Recommended Conditions:

Time limit
Approved plans
Materials