

DELEGATED APPLICATION REPORT

Ward: Caversham Heights Ward

App Ref: PL/26/0457 Householder planning permission

Address: 25 QUEENSBOROUGH DRIVE, CAVERSHAM, READING, RG4 7JA

Proposal: Proposed First Floor Extension.

Applicant: Mr Carter

Received date: 02/04/2026

Target Decision date: 28/08/2026 (EOT)

Case Officer: Huimin Chen

1. SITE DESCRIPTION

The application site comprises an L-shaped detached bungalow with a detached garage located to the front of the property. The site is situated on the southern side of Queensborough Drive, a cul-de-sac providing access to Caversham Lawn Tennis Club. A group of three two-storey detached dwellings is located to the east of the application site, whilst No. 23A Rosewood House lies to the south, accessed via Queensborough Drive.

Several False Acacia trees protected by Tree Preservation Order (TPO) 77/09 are situated to the south of the site, within the garden of No. 23A Rosewood House, adjacent to the boundary shared with Caversham Lawn Tennis Club.

The site is neither a listed building nor located within a Conservation Area. Furthermore, no Permitted Development rights have been removed or restricted by an Article 4 Direction or by any condition attached to the original planning permission.

With regard to the use of the property, it is acknowledged that one room within the dwelling is currently used for Massage Works as a small-scale home-based business. The agent has confirmed that the property would continue to operate primarily as a family dwellinghouse. Whilst the lawfulness of the existing business use has not been formally established through a Certificate of Lawfulness, no evidence has been provided as part of this application to indicate that the use of the property has materially changed from that of a Class C3 dwellinghouse. Accordingly, the proposal would be assessed on the basis that the application site remains in Class C3 residential use.

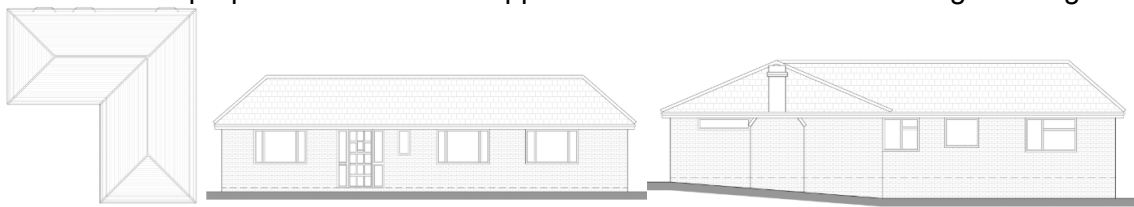


View of 22 Queensborough Drive, taken by the case officer on 10th July 2026

2. PROPOSAL AND SUPPORTING INFORMATION

The proposed alterations would facilitate the provision of two additional bedrooms and an enlarged landing area at first-floor level. At ground-floor level, the existing internal wall between the living room and dining room would be removed to create a more open-plan layout, and a new floor-to-ceiling sliding door would be installed to serve the dining room.

All external materials are proposed to match the appearance and finish of the existing dwelling.



Existing and proposed floor plans and elevations

- ~~Drawing No. A-1000 Rev. A – Site Location Plan and Block Plan~~
- Drawing No. A-1005 Rev. B – Existing Ground Floor Plan
- Drawing No. A-1010 Rev. C – Proposed Ground Floor Plan
- ~~Drawing No. A-1015 Rev. B – Proposed First Floor Plan~~
- ~~Drawing No. A-1030 Rev. C – Existing and Proposed Roof Plan~~
- ~~Drawing No. A-1100 Rev. D – Existing and Proposed Elevations~~
- ~~Drawing No. A-1110 Rev. C – Existing and Proposed Elevations~~

Received 2nd April 2026.

- Bat Report, ref: SPH/PEA-26/09.06, dated 14th June 2026, received 15th June 2026.
- Tree Survey, ref: SPH/5837-26/09.06, dated 13th June 2026, received 15th June 2026.

Following discussions with the agent regarding concerns arising from the character and appearance of the proposed rear dormers, the applicant submitted revised plans as follows:

- Drawing No. A-1100 Rev. F – Existing and Proposed Elevations
- Drawing No. A-1110 Rev. E – Existing and Proposed Elevations
- An email from the agent confirming all proposed material details. Received 4th August 2026.
- Drawing No. A-1000 Rev. B – Site Location Plan and Block Plan
- Drawing No. A-1015 Rev. C – Proposed First Floor Plan
- Drawing No. A-1030 Rev. D – Existing and Proposed Roof Plan
Received 24th August 2026.

3. PLANNING HISTORY

- 85/TP/0006 – Erection of a bungalow and garage. Conditional consent.

4. CONSULTATIONS

- RBC Ecology Consultations – no objection.
- RBC Planning Natural Environment – no objection, subject to condition.
- RBC Transport Development Control – no objection.
- A site notice was displayed near the application site. The 21-day consultation period was from 10/07/2026 to 31/07/2026. No letters of representation have been received.

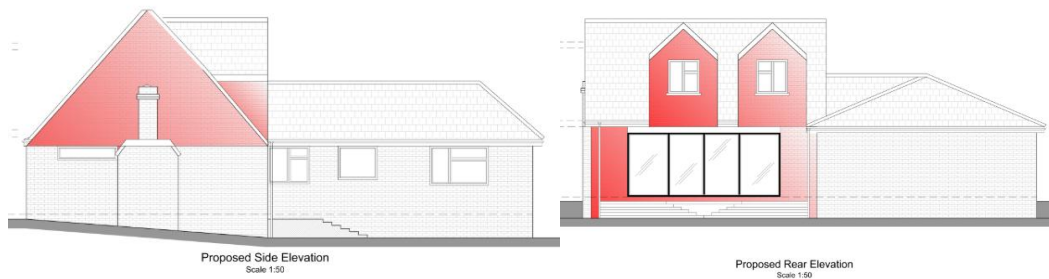


Site notice

- Communication with the agent

The proposed development includes two rear dormers, the rear walls of which would project directly from the roof slope and align continuously with the rear elevation of the existing dwelling. By reason of their siting and design, the dormers are not considered to sufficiently respect the character and appearance of the host dwelling. In addition, a number of drafting inaccuracies were identified within the submitted drawings. Accordingly, the original proposal was considered unacceptable and contrary to Policies CC7 and H9 of the Reading Borough Local Plan 2019.

Following further discussions with the agent, revised plans were submitted in an attempt to address the concerns raised by the Local Planning Authority.



Drawing no. A1110 Rev. C - Original submitted proposed elevations

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.

5. 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 Policy Guidance 2014 onwards

Reading Borough Council Local Plan (2019)

CC7: Design and the Public Realm
CC8: Safeguarding Amenity
H9: House Extensions and Ancillary Accommodation
EN14: Trees, Hedges and Woodland
TR5: Car and Cycle Parking and Electric Vehicle Charging
EN12: Biodiversity and The Green Network

SPD

Design Guide to House Extensions Supplementary Planning Document (2021)

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’.

6. 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 appearance of the house in terms of scale, location, materials and design; 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 proposal seeks to raise part of the existing roof and incorporate two rear dormers to facilitate the creation of first-floor accommodation within the existing L-shaped bungalow. The development would be confined to the western roof slope. The proposed gabled dormers are modest in scale and would be wholly contained within the principal roof form.

In addition, a new floor-to-ceiling sliding door is proposed within the rear elevation. By virtue of its proportions and design, the opening is considered to integrate satisfactorily with the host dwelling. All external materials are proposed to match the appearance and finish of the existing dwelling. Accordingly, the development is modest in scale and is not considered to result in harm to the character or appearance of the host dwelling.

The application site occupies a relatively discreet position on the southern side of Queensborough Drive. To the west lies the tennis club, whilst the surrounding area is characterised by mature landscaping, including a boundary hedge along Queensborough Drive that screens much of the proposed development from public view. Whilst elements of the development would be visible from the highway and the tennis club, any visual impact would be limited owing to the site's cul-de-sac location and the substantial screening provided by existing vegetation.

To the south and east of the site are detached two-storey dwellings located approximately 23m from the proposed development. Given the modest scale of the proposal and the generous separation distances involved, the development is not considered to have a harmful effect on the character or appearance of neighbouring properties.

Overall, the proposal is considered to respect the character and appearance of both the host dwelling and would not detract from the visual amenities of the surrounding properties and the wider street scene. The development therefore complies 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.

As outlined in the Character and Appearance section above, the proposed development would be situated a considerable distance from surrounding residential properties. Given the modest scale of the proposal and the substantial separation distances involved, no concerns are identified in relation to overlooking, loss of light, loss of outlook, or an overbearing impact on neighbouring occupiers.

The proposal is, therefore, considered to preserve the residential amenities of neighbouring occupiers and to comply with Policies CC8 and H9 of the Reading Borough Local Plan 2019.

TREES

Policy EN14 requires that individual trees, groups of trees, hedges and woodlands will be protected from damage or removal where they are of importance, and Reading's vegetation cover will be extended.

Several False Acacia trees protected by a Tree Preservation Order (TPO) are located to the south of the application site, within the garden of No. 23A Rosewood House and adjacent to the boundary shared with Caversham Lawn Tennis Club.

It is acknowledged that the locations of the protected trees shown on Tree Survey Ref. SPH/5837-26/09.06, dated 13 June 2026, differ slightly from those recorded on the Council's GIS system. This is considered likely to be because the arboricultural consultant assessed the trees from within the application site, rather than undertaking a close inspection from the land on which the trees are situated.



Extract of Council's GIS system and Tree Protection Plan within Tree Survey

The submitted Tree Survey confirms that the Root Protection Areas (RPAs) would not be affected by the proposed development and that no pruning works are required to facilitate the first-floor extension. The accompanying shading arc analysis demonstrates that the protected trees currently cast shade across parts of the dwelling.

The proposed first-floor extension would introduce new bedroom windows facing towards the protected trees and within the identified shading arc. However, it is not considered that the proposal would materially

alter the existing relationship between the dwelling and the trees, nor create such a significantly different living environment that future pressure to undertake pruning works would be likely. As such, it would be unreasonable to raise an objection to the proposal on arboricultural grounds.

Subject to the recommendations of the submitted Tree Protection Plan, it is considered appropriate to impose a condition requiring the implementation and retention of the approved tree protection measures throughout the construction period. In addition, an informative would be attached to remind the applicant of the protected status of the trees, given that no tree works form part of the current application.

Other matters: Transport and Ecology

In terms of parking provision, the property benefits from a detached double garage and a substantial front driveway capable of accommodating multiple vehicles. It is therefore considered that adequate off-street parking would be available to serve both the residential use and the limited home-based business activity. The Council's Transport Team has reviewed the proposal and confirmed that no objections are raised on highway or transportation grounds.

With regard to ecology, a Bat Survey (prepared by Tree Surveys, June 2026, Ref. SPH/PEA-26/09.06) has been undertaken to an appropriate standard. The report concludes that the building has negligible potential to support roosting bats and that the proposal is unlikely to affect bats or other protected species. Accordingly, no objections are raised to the development on ecological grounds.

7. 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.

8. RECOMMENDATION

APPROVED

Recommend Conditions

Time

Approved Plans

Materials (As Specified)

Arboricultural Method Statement (As Specified)

Informatives

Terms and conditions

Building control

Complaints

Positive and proactive

Advice about TPO.d trees and trees in Conservation Areas