MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO::	Sarah Hill
Our Ref:	ET/DC/PP/P/2025/0141	**Your Ref:**	P/2025/0141
Date:	05/03/2025		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: NEWID DEFNYDD O'R LLAWR CYNTAF A'R AIL LAWR O DDOSBARTH A2 (GWAITH CYFRIFYDD) I DDOSBARTH C3 (ANNEDD BRESWYL) / CHANGE OF USE OF FIRST AND SECOND FLOORS FROM CLASS A2 (ACCOUTANCY) TO CLASS C3 (RESIDENTIAL DWELLING)
LOCATION: 58 PEN Y BRYN, WREXHAM, LL13 7HY

I refer to your consultation / email dated 25/02/2025 in respect of the above.

General

The proposed development site comprises an existing Class A2 - Accountancy Business over 3 floors. It is proposed to retain the existing ground floor use and convert the first and second floors to a 2 bedroom apartment.

Access

The proposed development site is located on Pen y Bryn which is a busy, classified road subject to a 20mph speed limit.

There is an existing access serving a small car park at the rear of the site served off Ruthin Road. This appears to have space for approximately 4 cars plus limited turning. It is not clear from the submitted information whether the existing business has access to any designated spaces in this car park or the proposed apartment will have access to any spaces in this car park. **The LHA recommend this detail is provided and indicated on a suitably scaled plan.**

Parking Provision

The development site does not appear to have any designated off-street parking provision although it was previously understood that the office (in relation to planning application ref: P/2010/1083) was permitted to share the existing loading / delivery area to the rear of the site. I assume that the majority of staff / customers either walk to the premises or park along Ruthin Road. The section of road fronting the development site (both sides) is subject to a traffic regulation order in the form of double yellow lines.

In terms of parking provision, the existing office (127.4m^2) would normally require 1 car space per 20m^2 gross floor space (A2 Financial & Professional Services) in accordance with LPGN 16. This would require a maximum of 6 spaces.

Based on LPGN 16 requirements, the proposed development would leave the remaining ground floor office (Class A2 – 44.2m^2 gfa) requiring a maximum of 2 spaces and the proposed apartment requiring a maximum of 2 spaces.

There is an existing access serving a small car park at the rear of the site served off Ruthin Road. This appears to have space for approximately 4 cars plus limited turning. However, it is not clear from the submitted information whether the existing business has access to any designated spaces in this car park or the proposed apartment will have access to any spaces in this car park. **The LHA recommend this detail is provided and indicated on a suitably scaled plan.**

Given the potential lack of parking provision, the LHA would not envisage the proposed development to result in any increase in parking demand at the development site compared with its current use.

Given the relatively sustainable location of the site any potential clients visiting the business may well have parked in the city centre or along Ruthin Road and walked to the premises. In terms of the occupants of the apartment, the potential for limited or no parking provision at the site may well appeal to those who don't own a car.

Cycle Parking / Storage

LPGN 16 requires sufficient space to provide at least 2 secure cycle parking spaces per dwelling. In the case of flats, this should be provided via safe and secure communal cycle parking areas.
All cycle parking areas should be located in well lit areas that are overlooked from the building they serve and/or from other buildings in the area.

No details of the proposed cycle parking / storage facilities for the existing business and proposed apartment has been submitted.The LHA recommend that a more detailed plan is provided indicating the specific proposed cycle parking / storage provision which will need to comply with LPGN 16 / Active Travel Guidance.

Waste / Recycling Collection

It is important that any proposed bin store / compound is of adequate size / design to accommodate the required number / type of bins and is suitably located to serve such a development ie/ in close proximity to the adjoining highway.

The LHA request further details in relation to waste / recycling storage bins. The Local Planning authority (LHA) request a suitably scaled plan indicating all proposed waste / recycling storage bins for the development. The LHA r*ecommend* the applicant contacts the WCBC Waste / Recycling Section on Tel: 01978 729640 / 729693 to discuss / agree the above requirements / details and suitability of proposed collection point.

Conclusion

The Local Highway Authority (LHA) request that further details are provided as follows:-

- There is an existing access serving a small car park at the rear of the site served off Ruthin Road. This appears to have space for approximately 4 cars plus limited turning. However, it is not clear from the submitted information whether the existing business has access to any designated spaces in this car park or the proposed apartment will have access to any spaces in this car park. **The LHA recommend this detail is provided and indicated on a suitably scaled plan.**

- **Detailed scaled plan indicating the specific proposed cycle parking / storage / shelter provision which will need to comply with LPGN 16 / Active Travel Guidance.**

- **Details indicating a suitable communal collection point just inside the proposed development site and the detail of all proposed waste / recycling storage bins for the development.**



On behalf of Chief Officer, Environment & Technical

Appendix

Highways Development Control Standard Advisory Note

In the interests of maintaining highway safety, and to avoid obstruction of the public highway (in contravention of the Highways Act), The Applicant is advised to coordinate with the highway authority at highwayroadworks@wrexham.gov.uk in advance of commencement of the development/works with respect to:

1. *Skip, scaffolding, hoarding or A frame/signage (Permit required for these items, if on the public highway);*
2. *Use of a parking space for a set down/delivery area;*
3. *Record a dilapidation survey of the adjacent carriageway prior to commencement (to avoid being ask to repair damage by the Applicant whilst carrying out their works);*
4. *If any lane closure or obstruction of the highway is required for a crane or similar;*
5. *Protection against dust and debris blowing onto the public highway*
6. *Construction traffic parking locally avoiding nuisance to others;*
7. *If the Applicant's scope of work includes new apparatus in the highway, such as new mains services then a Section 50 licence will be required. Insurances and demonstration of competency to carry out works in the public highway will be required.*
8. *Lowering of kerbs or minor pavement alterations require Section 184 agreement. Insurances and demonstration of competency to carry out works in the public highway will be required.*
9. *A section 278 agreement works agreement is required for more significant alterations to the existing highway*

10. *Any temporary works affecting traffic lights, [pedestrian/cycle road crossings, or bus stops require pre-planning and permits;*
11. *For applications with a private driveway (either existing or proposed) connecting onto the public highway, the following conditions of approval apply:*

    - *No surface water from the applicants site should be allowed to drain onto the public highway,*
    - *The first 5m* minimum (for residential property) should be hard paved, avoiding gravel or loose chippings form spreading.*
    - *No gate should be built in a location where it would result in a car obstructing the highway whilst being unlocked, and it should not swing out and over a pavement or any other part of the highway.*

    **The hard paved length and set back if required is subject to the applicants proposed vehicular length*

The applicants should allow a minimum of 4 weeks' notice for any of the above standard requirements, and 6-8 weeks for lane closures & road closures (lead times may change without notice subject to workload and complexity). Any works involving Trunk roads should be coordinated separately and directly with the North & Mid Wales trunk Road Agency. For larger sites with a significant impact upon the highway, a Construction Traffic Management Plan will be required.