MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO::	Lauren Rowlinson
Our Ref:	ET/DC/PP /P/2025/0074	**Your Ref:**	P/2025/0074
Date:	07/03/2025		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: NEWID DEFNYDD SWYDDFA FASNACHOL BRESENNOL I DDEFNYDD PRESWYL FEL RHAN O BRIF ANNEDD / CHANGE OF USE OF EXISTING COMMERCIAL OFFICE TO RESIDENTIAL USE AS PART OF MAIN DWELLING

LOCATION: YEW TREE COTTAGE, CHURCH ROAD, SOUTHSEA, WREXHAM, LL11 5PG

I refer to your consultation / email dated 04/02/2025 in respect of the above.

General

The proposed development comprises an existing small office building being converted to a 1 bedroom annex ancillary to the existing property (Yew Tree Cottage) to accommodate a family member. The existing shared access currently appears to serve no. 1 Church Road, Yew Tree Cottage and the small office building.

Access

The proposed development site is located on Church Road which is a classified road subject to a 20mph speed limit.

Based on typical speeds of 20mph, any proposed / existing access in this location would require visibility splays of 2.4 x 25m in both directions measured to the nearside edge of the adjoining highway in accordance with Manual for Streets.

Visibility from the main access serving the development site is adequate in the westerly direction providing a splay in excess of 2.4 x 25m measured to the nearside edge. However, visibility in the easterly direction is inadequate providing a splay of approximately 2.4 x 6m measured to the centerline of the adjoining highway. Visibility is impeded in the easterly direction by the existing boundary wall / 3rd party land.

The LHA would normally be unable to support any proposed development that is likely to result in any significant increase in vehicle movements through this substandard shared access.

The existing shared access serving the development site is 4.7m wide and can accommodate the simultaneous passage of 2 no. vehicles. The existing access is paved with hard bound materials.

Parking & Turning Provision

The existing property comprises a 3 bed bungalow for which LPGN 16 would normally require a maximum of 3 parking spaces plus turning provision. The existing / proposed layout will maintain / provide parking and turning for at least 3 cars which is considered acceptable.

The LHA understand that the proposed conversion will be ancillary to the main dwelling which is assumed not to generate any significant increase in vehicle movements.

The LHA therefore have no objections to the proposed development and recommend any permission include the following conditions:-

CONDITIONS

ZJ41 026R	**GENERAL LAYOUT** Prior to first use of the development the site shall be laid out in strict accordance with layout plan(s) No. **----------.**
NONSTD 038R	**ANCILLARY ACCOMMODATION** The proposed development shall be ancillary to the existing dwelling and must not be sold as a separate dwelling.



On behalf of Chief Officer, Environment & Technical

Supplementary Notes

The applicant's attention should be drawn to item nos. 1, 2, 3, 4 & 5 of the supplementary notes.

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.