MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO:	Sharon Holman
Our Ref:	ET/DC/PP/P/2025/0190	**Your Ref:**	P/2025/0190
Date:	08/05/2025		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: AMRYWIO AMOD 1 CANIATÂD CYNLLUNIO P/2015/0025 I DIWYGIO'R CYFYNGIAD DEILIADAETH BERSONOL / VARIATION OF CONDITION 1 OF PLANNING PERMISSION P/2015/0025 TO VARY PERSONAL OCCUPANCY RESTRICTION

LOCATION: TRINITY HALL, LLANGOLLEN ROAD, ACREFAIR, WREXHAM, LL14 3SF

I refer to your consultation / email dated 07/03/2025 in respect of the above.

General

It is understood that the applicant wishes to sub-divide the existing premises so it can be utilised by a number of businesses (LPGN 16 – Classs B1 Use). There are no plans to alter the scale or existing footprint of the buildings.

Access

The proposed development site is served off an unadopted road (cul de sac) which the LHA understand is maintained by WCBC Education Department. It is assumed that the existing business at the development site has access rights to use the unadopted road to gain access into the development site.

The LHA understand that the ownership of this section of road is currently being disputed between WCBC and the applicant. The LHA assume that this issue will need to be resolved with the WCBC Education Department before the application can be determined as it may well come under the jurisdiction of the Education Department.

The unadopted access road accesses onto the A539 Llangollen Road to the south which is subject to a 20mph speed limit. Visibility at this junction is adequate providing splays in excess of 2.4 x 25m in both directions measured to the nearside edge of the adjoining highway.

The unadopted road is 5.5m wide with a 1.4m wide footway on its western side. There is no formal turning head at the top of the road.

There are currently 4 no. properties plus the existing business served off this road. There is an existing public footpath (PROW NO. 5 – Cefn) which runs along the unadopted road up to Bowers Road to the north. It is understood that this footpath link is frequently used by parents taking their children to Acrefair Primary School located immediately north of the development site. The LHA understand that the school opens the school gates at both the top and bottom of the footpath link to allow access into the school and playgroup facilities. It is understood that several parents also arrive by car and park along the unadopted road in order to take their children to school.

This route is not considered to be ideal in terms of providing safe access to the school given the lack of adequate footway provision and also vehicles associated with the 2 no. properties (Heulwen & Treflin Hold) at the top of the road have to access their driveways using a shared surface.

There is an existing Traffic Regulation Order along the unadopted road which restricts parking along the majority of the road with space for around 5 cars to park on the eastern side of the road.

Given the sub-standard nature of the unadopted access road leading to the development site, the Local Highway Authority (LHA) would not be able to support any proposed development that would result in any significant increase in vehicle movements compared with its previous use ie/ Border Beds, which was a bedroom furniture store.

Proposed Site Plan

The submitted site plan indicates a proposed 5m wide access off the unadopted road to serve a small car park accommodating 9 spaces plus turning. The LHA understand that the largest vehicle visiting the site will be an 8m long refuse vehicle (private waste contractor), 7m long delivery vehicle and staff cars.

The LHA would estimate typical vehicle speeds along the unadopted road of around 15mph travelling northbound (uphill) and around 10mph travelling southbound (downhill) given the geometry of the road. Based on these typical speeds, the existing access would require visibility splays of 2.4 x 18m to the south and 2.4 x 11m to the north measured to the nearside edge of the adjoining highway. The required splays are indicated on submitted layout pan and are considered acceptable.

The Design & Access Statement and submitted layout plan indicate the provision of a pedestrian path and gate on the southern side of the main access. This detail may need to be agreed with the the WCBC Education Department dependent on land ownership.

Traffic Generation

As indicated above, given the sub-standard nature of the unadopted access road leading to the development site, the Local Highway Authority (LHA) would not be able to support any proposed development that would result in any significant increase in vehicle movements compared with its previous use ie/ Border Beds, which was a bedroom furniture store.

It is understood that the existing travel agency business ie/ Redpoint Holidays Ltd is an internet based company and generates very few vehicle movements as customers do not visit the site. The business only employs 2 staff. It is understood that the existing business is based at Trinity Hall which is also being used by the business for storage**.**

Proposed Use

The Design & Access Statement indicates the following:-

Widening the scope of planning permission condition 1 will enable Redpoint Holidays to share the proposed warehouse and annex offices with a small number of like-minded microbusinesses and freelancers. We anticipate office workers will generally work office hours from 9am – 5pm, Monday to Friday. We propose to target digital services micro businesses, and freelancers that work online. Examples of such businesses are web designers, technology specialists, and translation agencies. As more people are hybrid working, we are also hoping to attract people who are currently 'working from home' to the offices, who work for larger companies based elsewhere. As business is done online, there is no expectation that customers would visit the site. There are no plans to alter the use of Trinity Hall, which will continue to be used by Redpoint Holidays for storage.

Based on the above information it would seem reasonable for any consent to include a suitable condition that prevents customers / clients visiting the proposed business units. This will minimize parking demand and traffic generation levels at the site.

Previous Traffic Generation (Furniture Business)

The Design & Access Statement indicates the following traffic movements from the former furniture business supplied by the previous owner with average daily traffic movements equating to 51 movements per day:-

- *5 staff (10 journeys per day, plus 5 more journeys if half of them went out for lunch = 15 journeys).*
- *10 reps visits per week (2 per day would be 4 journeys per day).*
- *50 customers per week (10 per day would be 20 journeys per day).*
- *20 deliveries/ collections a week. Most of the deliveries were in large lorries. (4 per day would be 8 journeys per day).*
- *Plus, other visitors, such as builders, painters, carpet fitters, meter readers, accountant, IT help, etc. (Estimated at 2 per day, would be 4 journeys per day).*

Anticipated Daily Traffic Generation (Proposed Offices)

The Design & Access Statement indicates the following:-

The proposed development will include furnished office spaces, breakout spaces, meeting rooms and storage for the tenants, accommodating up to a maximum of 17 people (including the 2 people from Redpoint Holidays). However, it is considered unlikely that full rental occupancy will be achieved. Research suggests we should estimate a rental occupancy rate of 80%. At 80% occupancy there would be a maximum of 14 people.

According to Wrexham Council's Active Travel Department, the national average is between 25 – 30% of people walking and 2% cycling to work. If we estimate that 30% of the remaining 14 people will choose active travel, it leaves up to 10 people travelling to the site by car.The current trend of hybrid working could mean that the number of people travelling to the site by car may be less than this estimated maximum on any given day.

On the basis that 10 staff members travel to work by car, this would generate approximately 40 movements per day (assuming all staff go out in the car for lunch). The applicant has estimated that refuse collections and deliveries will equate to approximately 6 extra movements per day. The above movements equate to around 46 daily vehicle movements. In reality, not all staff are likely to go out for lunch in their car each day so vehicle movements are likely to be lower. There is also a public car park (30+ spaces) adjoining the development site off Llangollen Road should a parking space on site not be available on the odd occasion.

The anticipated daily vehicle movements (approximately 46) is less than the 51 daily movements estimated for the previous furniture business. The nature of the proposed businesses will also result in fewer large delivery vehicles frequenting the site compared with that experienced by the furniture business which is beneficial in highway / pedestrian safety terms.

Parking & Turning Provision

It is understood the development site comprises 2 main buildings ie/ the warehouse & Trinity Hall. To the east of the development site is the former Presbyterian Chapel. Previous consent has been granted for the conversion of the former chapel into 3 no. two storey dwellings (ref: P/2014/0401 - granted 17/12/2014) with the provision of 6 parking spaces. Based on the previously approved layout plan for the above consent, it would appear that access to the previously approved parking spaces on this site may well be compromised if the current application is progressed.

Parking Provision (Existing)

The applicant has indicated that Redpoint holidays will retain use of the storage space in Trinity Hall with a gfa of 198m^2 and will occupy Office 1 in the warehouse which has a gfa of 12m^2. The LHA understand this business will operate in the same way ie/ not attract customers and be limited to 2 no. staff.

The previous bedroom furniture business comprised an overall gross floor area of 767.5m ^{2}. Based on LPGN 16 Class B1 Use, the existing business would have required a maximum of 26 spaces. Assuming only approximately 9 spaces were previously provided, this would equate to 35% parking provision compared with maximum standards.

Parking Provision (Proposed)

It is understood that the proposed total floor area to be used by a maximum of 17 staff is 620m^2 gfa.

Based on LPGN 16 - Class B1 Use, the proposed offices would require a maximum of 21 spaces. The proposed development (offices only) indicates the provision of 9 spaces within the curtilage of the site (access road parking excluded) representing 43% parking provision compared with maximum standards.

In comparison, although the proposed office use plus existing Travel Agency business has a shortfall in parking provision compared with LPGN 16 maximum standards, the proposed parking provision at the development site is significantly improved.

As discussed above, the Design & Access Statement indicates the following:-

The proposed development will include furnished office spaces, breakout spaces, meeting rooms and storage for the tenants, accommodating up to a maximum of 17 people (including the 2 people from Redpoint Holidays).However, it is considered unlikely that full rental occupancy will be achieved. Research suggests we should estimate a rental occupancy rate of 80%. At 80% occupancy there would be a maximum of 14 people.

According to Wrexham Council's Active Travel Department, the national average is between 25 – 30% of people walking and 2% cycling to work. If we estimate that 30% of the remaining 14 people will choose active travel, it leaves up to 10 people travelling to the site by car. The current trend of hybrid working could mean that the number of people travelling to the site by car may be less than this estimated maximum on any given day.

It is noted that there is a public car park (30+ spaces) adjoining the development site off Llangollen Road which typically has spare capacity. On the basis that around 10 staff members travel to work by car, the proposed level of parking provision at the site at the site may be considered acceptable.

Based on the information contained within the submitted Design & Access Statement on the nature of the proposed businesses, it would seem reasonable for any consent to include a suitable condition that prevents customers / clients visiting the proposed business units. This will minimize parking demand and traffic generation levels at the site.

If the application is supported, the LHA recommend any consent includes a condition requiring a Car Parking Management Plan (CPMP) which will need to include details (but not limited to) of how parking will be managed at the site, including a statement that no vehicles associated with the site shall park / wait on the adjoining highway.

Active Travel / Cycle Parking – Storage

The submitted details / provision is considered inadequate. The WCBC Active Travel Section have recommended that 2 no. Sheffield cycle stands are provided within the cycle storage room which will allow for the parking / storage of 4 cycles. **The LHA recommend the above detail is provided on a revised layout plan.**

Swept Path Details

The submitted Design & Access Statement includes swept path details of various vehicles that are expected to visit the site:-

- Large car
- Extra large delivery van
- Refuse Vehicle

However, the submitted plans do not indicate what scale has been used, annotated vehicle dimensions & parking space dimensions. Note that a large car shall be 5m in length.

The LHA recommend that the applicant submits revised swept paths plans indicating the above details / annotated dimensions.

If the application is supported, the LHA recommend any consent includes a condition requiring a Service Delivery Management Plan (SDMP) which will need to include details (but not limited to) of what maximum size (length) of vehicles will be permitted at the site, including a statement that no vehicles associated with the site shall park / wait on the adjoining highway, **how delivery vehicles will be staggered.**

Conclusion

In conclusion, the LHA request the following additional information:-

- Active Travel / Cycle Parking – Storage

  The submitted details / provision is considered inadequate. The WCBC Active Travel Section have recommended that 2 no. Sheffield cycle stands are provided within the cycle storage room which will allow for the parking / storage of 4 cycles. **The LHA recommend the above detail is provided on a revised layout plan.**

- **Swept Path Details**

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  However, the submitted plans do not indicate what scale has been used, annotated vehicle dimensions & parking space dimensions. Note that a large car shall be 5m in length.

  The LHA recommend that the applicant submits revised swept paths plans indicating the above details / annotated dimensions.



On behalf of Chief Officer, Environment & Technical