

Reply to Memorandum from Chief Officer, Environment and Technical

Refs: ET/DC/PP/P/2024/0180 Res (2), P/2024/0180

Date: 20.09.2024

From: Nina Hasinski

TRINITY HALL LLANGOLLEN ROAD ACREFAIR WREXHAM

Grid Ref: E 327587.11N 343001.42

Dear Sharon,

Please see below a response to the questions raised by Phil Palmer.

1. Suitably scaled plan indicating existing / proposed access arrangements at site entrance including access width, full extent of visibility splays, gate location, kerbing and surfacing details.

- Please see the attached to-scale plan (Diagram A) showing the site entrance width and kerbing, diagrams showing swept path analyses for various vehicle types (Diagrams B1 & B2, C1 & C2, D1 & D2, E1 & E2), and a diagram showing the visibility splays at the entrance (Diagram G).
- The swept path analysis diagrams B1 & B2 show a medium-sized refuse vehicle (8 meters long, 2.44 meters wide, turning radius 8.5 kerb to kerb, 9.4 wall to wall, wheelbase 4 meters) and diagrams C1 & C2 show a long wheel base Mercedes Sprinter van (up to 3.5 tonne, length 7 meters, long wheelbase 4.3 meters) entering and exiting the site, with a 200mm clearance around the vehicles.
- The visibility splay diagram G shows clear lines of sight from the entrance junction down the unadopted road and up the footpath, based on an x-distance of 2.4 meters from the junction and a y-distance of 17 meters line of sight, assuming a vehicle speed of up to 11 to 15 mph.

- The gate (Diagram A) will have a 5-meter opening and cross from the edge of the kerb to the fence leading to the Northern boundary of the property.
- The existing roadside standard-sized kerb bends around to be parallel with the building. We will add a dropped kerb opposite the building to allow pedestrians and cyclists easy access through a pedestrian gate. We are not adding any other new kerbs.
- The kerbside area by the pedestrian entrance will have ground cover vegetation (as existing) not exceeding 1 meter in height.
- The surfaces at the entrance will remain as existing, with some repairs. The road surface and car park area is asphalt, the pedestrian access path is asphalt, the path into the garden is granite dust. The loading area is a concrete slab.

2. Clarification on which building the existing Travel Agency Business is located with LPGN 16 Class Use / gross floor area details / consented parking provision.

- Redpoint Holidays will retain use of the storage space in Trinity Hall (Diagram H), with a gross floor area of 198 m² and will occupy Office 1 in the warehouse (Diagram F), which has a gross floor area of 12m² and has capacity for 2 staff.
- Redpoint Holidays has no need for a parking space on site, as the 2 employees have parking spaces at The Old Presbyterian Church next door and will walk to the office.
- The two staff in one vehicle may occasionally use the loading area to drop off or pick up from the storage unit.

[Note: Redpoint Holidays is a tour operator, and does not operate a travel agency on site, so does not have any customers coming to the site.]

3. Clarification on which buildings were previously occupied by the former bedroom furniture business with individual floor areas and LPGN 16 class uses.

- All of the buildings were previously occupied by the furniture business.
- According to Diagrams H and I, taken from business rates records, the total floor area of all the buildings was 800 m² (which included mezzanine showroom display areas that have since been dismantled).
- The Warehouse was classed as 311.65 m² storage and 34.40 m² office space by business rates.
- Trinity Hall was classed as mainly a showroom, with some storage and toilets totalling 455.82 m² by business rates.
- The site was classed as B1 (Business and light industry) by LPGN 16.

4. Previous daily traffic generation details for the previous bedroom furniture business.

According to the owner of the furniture business that previously occupied the site (Attachment iv), the furniture business had an average traffic of **51 journeys per day**. He says he had:

- 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).

[Note: The existing access road had planning permission and highways approval to be used by large vehicles and traffic visiting the site as described above and parking spaces along the outbound road were approved].

5. Anticipated daily traffic generation for the existing Travel Agency business and proposed new offices.

- The proposed offices have a maximum occupancy of 17 people (including Redpoint Holidays). However, it is unlikely that full rental occupancy will be achieved. Research suggests we should estimate a rental occupancy rate of 80% (see Reference ii), so at 80% occupancy there would be 14 people occupying the site at any given time.
- The 2 staff from Redpoint Holidays will park at The Old Presbyterian Church next door, so there will only be 12 other people coming to the site.
- We aim to attract people from the local community and promote Active Travel. According to Wrexham Council's active travel department (Reference iii), the national average is between 25 – 30% of people walking and 2% cycling to work. If we estimate that 27% of the 12 people will choose active travel, it leaves up to **9 people travelling to the site by car**.
- Other factors, such as the trend of the 4-day-week, or working from home on certain days of the week, would mean that the number of people travelling to the site by car may be less than estimated on any given day.
- If we assume that 9 people travel to work and home again by car, they make a total of **18 journeys**.
- There are kitchen facilities, breakout spaces, and a wellness garden on site, where workers can have their lunch break, however, as an average of 42% of office workers spend their lunch break at their desks (See Reference i), we estimate that up to half of them could travel off-site for lunch, that adds another **10 journeys**.
- There may be a refuse collection, or other occasional deliveries to the offices, so we could estimate 3 deliveries/collections per day adding an additional **6 journeys** each day.

- **The total estimated daily traffic of up to 34 journeys** is not only significantly less than the 51 journeys per day that the site had under the previous occupant but will also mean that more appropriately sized vehicles will come to the site.

6. Details of maximum length of delivery vehicle likely to visit the site along with swept path details of such a vehicle entering, turning and exiting the site.

- The maximum size delivery vehicle that is likely to visit the site is a long wheel base Mercedes Sprinter type vehicle, up to 3.5 tonne, length 7 meters, long wheelbase 4.3 meters. (See the swept path analysis diagrams C1 & C2).

7. Confirmation of how waste / recycling will be dealt with e.g./ via a private waste contractor.

- We will contract a private waste contractor to collect business recycling waste in a van-sized vehicle, as described above in point 6.
- Bins are located at the back of the loading area, so a van can reverse into the loading bay on site to collect the refuse.
- We do not anticipate needing collections very often, due to the types of businesses on site not producing commercial waste other than personal consumption and paper, and because we compost food and paper/cardboard on site.

[Note: Currently the council bin lorry reverses up the road once a week to collect from the neighbouring properties without needing to come onto our site, or disturb the cars parked along the side of the property.]

8. Details of the size of refuse vehicle anticipated at the site including swept path details of such a vehicle entering, turning and exiting the site.

- According to the swept path analysis (Diagrams B1 and B2) the maximum size vehicle that could enter, turn and exit the site is a refuse vehicle, which is 8 meters long, 2.44 meters wide, turning radius 8.5 kerb to kerb, 9.4 wall to wall, wheelbase 4 meters.
- However, vehicles of this size shall be avoided wherever possible, as we prefer to limit access to the site to smaller vehicles, as in point 6 (Diagrams C1 and C2), to provide a more pleasant environment.
- Bins are located at the back of the loading area, so a van can reverse into the loading bay on site to collect the refuse.

9. The D & A Statement indicates a maximum of 17 staff being employed at the site. Does this include the 2 staff already employed by the Travel Agency business?

- The maximum of 17 people working on site includes the 2 staff employed by Redpoint Holidays.

10. Only 9 parking spaces are indicated for the proposed business plus existing Travel Agency business on the submitted layout plan. The proposed six spaces along the northern boundary of the site do not have a minimum 6m clearance behind each space for turning. This issue needs to be addressed on a revised layout plan.

- The six spaces along the northern boundary do have the minimum of 6 meters clearance, with the shortest distance being 6.085 meters from the building. Four of the cars have more than 8 meters, the other one has 6.522 meters. Please see the revised site plan (Diagram A).
- Please reference diagrams D1 & D2, E1 & E2, which show the swept path analysis for a large car with 200mm clearances arriving and departing from each of the two tightest spaces.
- All parking bay dimensions shown are 4.8 meters x 2.4 meters, except the disabled space, which is 4.8 x 3.6 meters, as per LPGN No. 16.

- There are up to 6 additional parking spaces on the property along the access road, which could be used if the estimated parking numbers are exceeded. The first parking space is situated over 10 meters from the junction with the main road, as per the highway code. The layout and dimensions are designed in accordance with LPGN No.16 - Layout of Parking Space – Parallel Parking. The swept path analyses show vehicles departing the site are not impaired by the parked cars and the line of sight of the visibility splays are not restricted by the parked cars.

[Note: 3.3 meters on the outbound side of the access road are part of Trinity Hall property. Any claims regarding this land being owned by the council or other authority are false. We can provide evidence of ownership and of the history of the road enlargement on this property where required. We will be discussing this with the Council's Assets department and asking them to correct their records.]

11. Justification for the proposed number of parking spaces if 17 (or 19) staff are proposed at the development site.

- As discussed in point 5. we anticipate up to 80% rental occupancy, so there are only likely to be 14 people on site, due to one office not being rented.
- The 2 staff from Redpoint Holidays, have parking spaces at The Old Presbyterian Church next door, so will walk to work, leaving 12 people travelling to work.
- The 12 people will be from the local community, and we will be promoting active travel, so we can estimate that at least 27% of them will choose to walk, cycle or take the bus. There will be a cycle store and shower facilities available on site. This leaves **9 people** who could travel by car and need a parking space.

12. Specific nature of the proposed businesses intended in the individual offices including details of why customers / clients will not be visiting the site.

- We will be targeting people who are working remotely, or businesses that operate online. As business is done remotely online customers are unlikely to be from the local area, so there is no expectation that customers would visit the site. Examples of such local businesses which we have spoken regarding office rental are designers, technology specialists, and translation agencies.

13. Details of proposed cycle storage and parking in accordance with LPGN 16 / Active Travel Guidance included on a revised layout plan. (The applicant may wish to consult with our Active Travel Section on Tel: 01978 729667 for further advice).

- To encourage active travel secure cycle storage for up to 5 bicycles is shown on the floor plan inside the building (See diagram F).
- There is also a changing room, lockers and a shower.

14. Details of proposed waste / recycling provision included on a revised layout plan. (The applicant may wish to consult with our Waste / Recycling Section on Tel: 01978 729640 for further advice).

- The revised layout plan (See Diagrams A and F) shows the main recycling bin storage at the back of the loading area.
- Separate wheelie bins will be provided for paper/cardboard, glass, metal/plastic/cartons, non-recyclable waste.
- Food waste will be collected directly from the kitchenette and composted on site, together with some of the paper and cardboard.

References:

i) 42% of office workers spend their lunch break at their desk every day.

[https://business.just-](https://business.just-eat.co.uk/hubfs/2020_Pdfs/Desk_eating_habits_whitepaper.pdf)

[eat.co.uk/hubfs/2020_Pdfs/Desk_eating_habits_whitepaper.pdf](https://business.just-eat.co.uk/hubfs/2020_Pdfs/Desk_eating_habits_whitepaper.pdf)

ii) 80% Occupancy rates for office spaces 2024

[Flex Space Occupancy Rates Across the UK Hold Strong at 80% as Flexibility and Quality Preferences Reshape the Market \(theinstantgroup.com\)](https://theinstantgroup.com/flex-space-occupancy-rates-across-the-uk-hold-strong-at-80%)

iii) I spoke to Gwen Thomas at Wrexham Council Active Travel department on the 12.09.2024 regarding promoting Active Travel and the average engagement levels in the UK.

iv) I spoke to Peter Vale, the owner of the furniture store which occupied the site previously, who provided me with estimates of the traffic using the site.

Attachments:

A) To-scale site plan.

B1, B2) Swept path analysis of the maximum-sized vehicle that could enter or depart the site, including a 200mm clearance around the vehicle. (Medium-sized refuse vehicle: 8 meters long, 2.44 meters wide, turning radius 8.5 kerb to kerb, 9.4 wall to wall, wheelbase 4 meters).

C1, C2) Swept path analysis of an extra-large Mercedes Sprinter delivery van (up to 3.5 tonne, length 7 meters, long wheelbase 4.3 meters) entering and departing the site, including a 200mm clearance around the vehicle.

D1, D2) Swept path analysis of a large car parking in the first space on the northern boundary, including a 200mm clearance around the vehicle.

E1, E2) Swept path analysis of a large car parking in the last space on the northern boundary parking including a 200mm clearance around the vehicle.

F) Warehouse proposed floor plan showing internal cycle storage and recycling bins.

G) Visibility splay diagram showing a clear line of sight from the entrance junction down the unadopted road, and up the footpath, based on an x-distance of 2.4 meters from the junction and a y-distance of 17 meters line of sight, assuming a speed of 11 to 15 mph.

H) Floor area breakdown for the Furniture Business; Warehouse Adj. Trinity Hall (incl. office in flat-roofed area) from Business Rates records.

I) Floor area breakdown for the Furniture Business; Trinity Hall (incl. toilets in flat-roofed area) from Business Rates records.

J) Trinity Hall existing & proposed floor plan.