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Prepared on behalf of

Mr Lucaz Chelda

In regards to

New Convenience Store at
38 Pen-y-Bryn, Wrexham, LL13 7HY

Service Delivery and Parking Management Plan

Rev D March 2017

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1. Introduction

- 1.1** Blueprint Architectural Services Ltd have been appointed by Mr Lucasz Chelda, to advise on servicing and delivery issues relating to the proposed convenience store at 38 Pen-y-Bryn, Wrexham, LL13 7HY. The location of this store is detailed in Appendix A to the rear of this report.
- 1.2** The purpose for this Service and Delivery Management Plan is to set out how deliveries to the store will be managed so that the effect on the local highway network and immediate area to the store will be minimised and in support of the current planning application. This Plan details the following:-
- The Method of implementing the Plan;
 - Size and routing of delivery vehicles;
 - Servicing times and frequency of deliveries;
 - The behaviour of delivery and site personnel during servicing.
- 1.3** The occupier of the convenience store will be responsible for implementing the plan and ensuring that suppliers are notified of the agreed delivery procedure as detailed within this plan.
- 1.4** The store operator will monitor the plan and propose improvements if necessary. Proposals for amendments to the plan must be discussed and agreed with the Planning Authority before being implemented.
- 1.5** This Plan provides details of the proposed delivery procedures inclusive of information about the vehicle type, frequency, timing and location of deliveries.

2. Proposed Servicing and Delivery Arrangements

- 2.1.1 The proposal consists of a 3,722ft² (345.8m²) convenience store unit to be located at 38 Pen-y-Bryn, Wrexham, LL13 7HY. The layout would accommodate 3 car parking spaces maximum for staff parking, which would be used by the convenience store. The proposed site layout is included in Appendix A to the rear of this report.

2.2 *Delivery Vehicles*

- 2.2.1 Prior to a delivery vehicle arriving on site the store operator will cone off 4no. car parking spaces to allow the delivery vehicle enter the site car park. Coned off areas will then be released for use as they become available. The delivery vehicles will enter and leave the site in a forward motion, using both access points to manoeuvre within the site. I.e. Enter via the Pen-y-bryn access point and vacate via the Tinters Lane access or vice versa. Vehicles serving the site will be no longer than 9m maximum in length, with only 1 delivery vehicle to be allowed on site at any one time, regardless of size.
- 2.2.2 The attached drawing prepared by Blueprint Architectural Services Ltd (Appendix B) show the route for the delivery vehicle entering and exiting the car park.
- 2.2.3 All delivery vehicles will utilise the car parking spaces that are coned off.

2.3 *Routing of Delivery Vehicles*

- 2.3.1 It is proposed to direct all delivery vehicles to enter via the Pen-y-bryn access point and vacate via the Tinters Lane access or vice versa. Pen Y Bryn Road is a classified road and large vehicles are able to use this route. It is also a bus route. Delivery vehicles must use the delivery area at the eastern side of the convenience store to unload / load. This area must be kept clear of obstructions by the store operator during deliveries to allow the delivery vehicle to manoeuvre.
- 2.3.2 It will be the store operators responsibility to ensure all suppliers are made aware of and comply with access / egress arrangements and details will be provided to suppliers. With an entry point and exit point there should be no need to reverse on site however should the situation occur a banksman will be required to guide delivery vehicles at all times.

2.4 *Servicing Times and Frequency of Deliveries*

- 2.4.1 The convenience store is expected to receive daily deliveries of milk, bread and general chilled / frozen produce. Daily deliveries can be expected in a smaller vehicle.
- 2.4.2 Deliveries to the store will be between the hours of 8.00 and 20.00.

2.5 Behaviour of Personnel During Deliveries

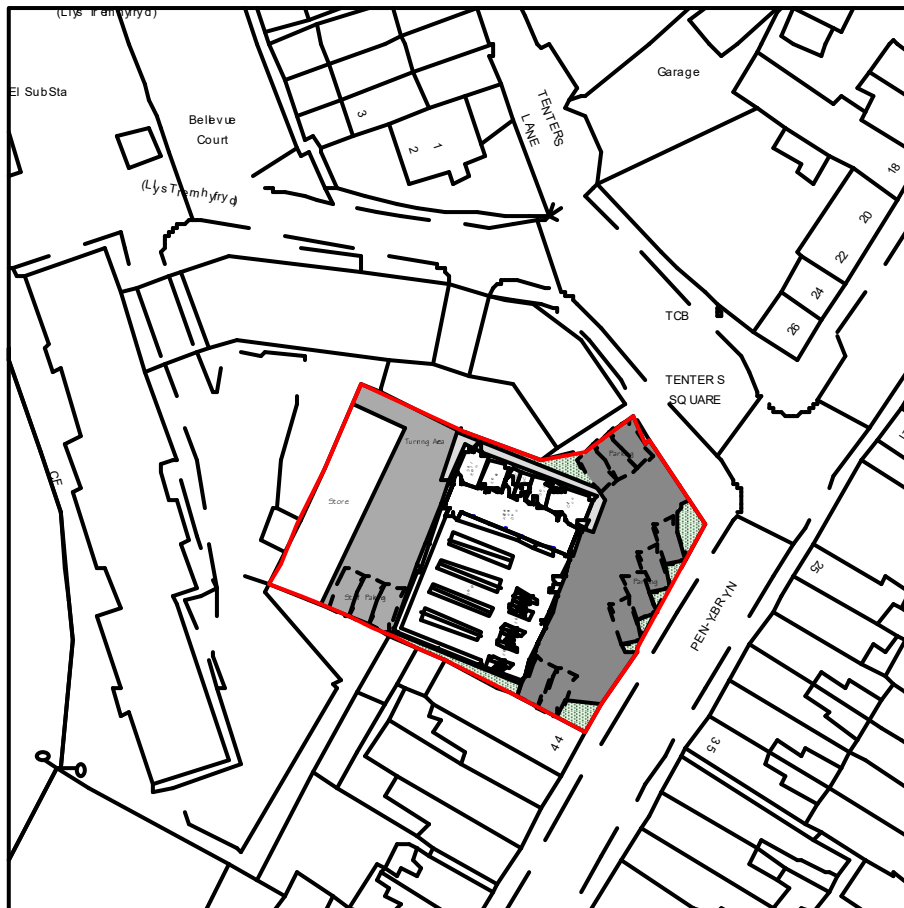
- 2.5.2 The Freight Transport Association (FTA) have developed a code of practice which gives guidance to all operators on minimising and, where practicable, avoiding disturbance to local residents when making deliveries.
- 2.5.3 Responsibility for minimising noise disturbing neighbours is everybody's responsibility from delivery drivers, through to the store staff who receive deliveries.
- 2.5.4 In line with the FTS's guidelines, therefore, delivery personnel and staff at this store will be required to check that when receiving deliveries outside normal working hours;
- Automatic cab radios are cut off;
 - Refrigerated units are turned off during the visit;
 - Doors and tailgates are opened and closed carefully; and
 - Trolleys and pump trucks used for transferring goods are properly maintained to give quiet operation.

3 Conclusions

- 3.1. The purpose of this Service and Delivery Management Plan is to set out how deliveries to the store will be managed together with the size and routing of delivery vehicles so that the effect on the local highway network and immediate neighbours to the store will be minimised.
- 3.2 Implementation of this plan is to be the responsibility of the store operator and it is in the store operators own interests to manage servicing efficiently so that produce is delivered in a timely fashion for sale to customers and minimise disruption to both staff and customers.
- 3.3 All delivery personnel and store staff are to ensure that delivery operation have as little impact on neighbours as possible.
- 3.4 Parking Spaces; Staff have a maximum of 3 spaces for use, however it is encouraged for staff to use the public transport to travel. This can make the spaces provided more readily available for customer use.

Appendix A

Original Site and Location Plan



Appendix B

Proposed Route (As built site plan)

