MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO:	Sharon Holman
Our Ref:	ET/DC/PP/P/2025/0469	**Your Ref:**	P/2025/0469
Date:	01/08/2025		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: TROSI ANNEDD YN 2 ANNEDD / CONVERSION OF DWELLING INTO 2 DWELLINGS

LOCATION: COACH HOUSE, GREEN STREET, HOLT, WREXHAM, LL13 9JF

I refer to your consultation / email dated 12/06/2025 in respect of the above.

General

The proposed development comprises the conversion of an existing 3 bedroom dwelling to 2 no. dwellings (ie/ 1 no. 1 bed dwelling and 1 no. 2 bed dwelling).

Access

The proposed development site is located on Green Street which is an unclassified, residential road subject to a 20mph speed limit.

Based on speeds of 20mph, any proposed / existing access 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.

The submitted plans (Existing Site Plan – Drg. No. CH/PD/07 & Proposed Site Plan – Drg. No. CH/PD/08) indicate the application site boundary (red line) but do not indicate any additional land (blue line) under the applicant's control or any existing / proposed access points onto Green Street. **The LHA recommend that the applicant provides revised plans indicating any additional land they own and the existing / proposed access details along with the existing / proposed visibility splays.**

The LHA would recommend any proposed shared access is a minimum width of 4.8m and paved with hard bound materials for a minimum distance of 5m behind the highway boundary.

Parking & Turning Provision

The proposed development comprises the conversion of an existing 3 bedroom dwelling to 2 no. dwellings (ie/ 1 no. 1 bed dwelling and 1 no. 2 bed dwelling).

Based on LPGN 16 requirements, the existing property would require a maximum of 3 parking spaces and the proposed dwellings would require a maximum of 3.5 spaces.

No details of the existing parking & turning provision for the property have been provided. **The LHA recommend the applicant provides this information.**

The submitted layout plan (Drg. No. CH/PD/08) indicates the provision of 3 parking spaces at the front of the site. However, the clearance behind these spaces ranges from 2m to 4.8m which is inadequate and no details of where these vehicles access onto Green Street has been provided. **The LHA recommends the applicant addresses the above issues.**

Cycle Parking / Storage
Adequate cycle parking / storage will need to be provided for each dwelling in accordance with LPGN 16 and Active Travel guidance.

Inadequate information has been provided in respect of adequate cycle parking / storage for each dwelling. **The LHA recommend that the above detail is indicated (with annotated dimensions) on a revised layout plan.**

Conclusion

In conclusion, the LHA request the following information:-

- **Access**

  The submitted plans (Existing Site Plan – Drg. No. CH/PD/07 & Proposed Site Plan – Drg. No. CH/PD/08) indicate the application site boundary (red line) but do not indicate any additional land (blue line) under the applicant's control or any existing / proposed access points onto Green Street.
  The LHA recommend that the applicant provides revised plans indicating any additional land they own and the existing / proposed access details along with the existing / proposed visibility splays

- **Parking & Turning Provision**

  No details of the existing parking & turning provision for the property have been provided. **The LHA recommend the applicant provides this information.**

  The submitted layout plan (Drg. No. CH/PD/08) indicates the provision of 3 parking spaces at the front of the site. However, the clearance behind these spaces ranges from 2m to 4.8m which is inadequate and no details of where these vehicles access onto Green Street has been provided.
  The LHA recommends the applicant addresses the above issues.

  Cycle Parking / Storage
  Adequate cycle parking / storage will need to be provided for each dwelling in accordance with LPGN 16 and Active Travel guidance.

  Inadequate information has been provided in respect of adequate cycle parking / storage for each dwelling. **The LHA recommend that the above detail is indicated (with annotated dimensions) on a revised layout plan.**



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.