MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO::	Philip Mullineux
Our Ref:	ET/DC/DB/P/2025/0368 Res 2	**Your Ref:**	P/2025/0368
Date:	08/10/2025		

TOWN AND COUNTRY PLANNING ACT 1990

NEWID DEFNYDD YR ADEILAD O DDOSBARTH B1 (SWYDDFEYDD) I DDOSBARTH D3 (ANHEDDAU) GAN GYNNWYS NEWID FFENESTRI SIOPAU I FFENESTRI DOMESTIG, AGORIADAU FFENESTRI NEWYDD A GWAITH CYSYLLTIEDIG / CHANGE OF USE OF BUILDING FROM CLASS B1 (OFFICES) TO CLASS D3 (DWELLINGS) INCLUDING REPLACEMENT OF SHOP WINDOWS TO DOMESTIC WINDOWS, NEW WINDOW OPENINGS AND ASSOCIATED WORKS

CONTACT WREXHAM, COUNCIL OFFICES, 16 LORD STREET, WREXHAM, LL11 1LG

I refer to your consultation / email dated 29/04/2025 in respect of the above, LHA response 22/08/2025 and emailed communication from the applicant 01/09/2025.

This application requests the following residential mix:

The scheme in question proposes a mixture of 23 apartments, comprising of 9 no. two bedroom, four person units, 13 no. one bedroom two person units and 1 no. one bedroom one person unit.

The description of development reads as follows;
"*Change of use of from offices (class E) to residential (class C3), comprising of 23 flats, including replacing* existing shop front windows with new domestic sized windows, installing new window openings and the erection of fencing and gates to the bike store and bin store."

It is understood that provision for 32 cycle spaces is proposed, incorporating two tier racking. The LHA support provision of 32 cycle spaces, subject to a suitably worded condition requesting detailed layout for approval and implementation of the same prior to first occupation.

Is the gate access into the cycle store controlled via a keypad or similar secured entry? Opening inwards, not onto the highway is acceptable.

LPG16 notes a standard of 2 lockable cycle spaces per dwelling which for this 23 apartment proposal equates to 46 cycle spaces. 32 spaces offered equates to 70% which, the LHA consider reasonable given:

1. The city centre location convenient for pedestrian access, and bus access
2. The majority are 1 bedroom units (14 of 23)
3. It is not unusual for cyclists on very expensive bikes or foldaway city bikes to keep their bikes in their apartment. This applies particularly to Ground floor occupants.

4. Review of other city centre apartment schemes, where the cycle stores are not operating at full capacity.

Details of the bin store and process of collecting the same have been requested, but not provided. Should the LPA be minded to support the development, can a suitably worded pre-commencement condition be applied for provision of a detailed layout of the bin store, and strategy for accessing the same?

The Pre App Consultation response acknowledges a CTMP can be conditioned.

Other comments:

- It is noted that replacement windows are proposed at ground floor level. For consistency, the LHA request that whilst it is a low risk given the height and location, any opening lights be restricted to avoid the risk of pedestrians colliding with the opened windows.

Updated Summary

The information provided should be expanded to include:

1. 32nr spaces are acceptable in principle, however, the LHA request a condition be applied for detailed proposals provided for pre-commencement approval and implemented prior to occupation. A scaled plan showing how the spaces will be provided and an explanation of the security arrangements should be provided. No gates opening out would be accepted.
2. There is no demonstration on the adequacy of the refuse collection area, based on the anticipated population. Any design should include recycling facilities. We enclose a schedule of bins and recycling facilities* required for residential developments and request a scaled plan demonstrating how this area is used, including access provisions for refuse collection, without obstructing the public highway. * The attached is relevant if the applicant utilises WCBC LA collection. Private contractors may have different facilities. If unavailable, the LHA request this be conditioned prior to commencement of construction.
3. Demonstration that the Ground Floor windows will not open in such a way as to risk injury to pedestrians or cyclists. Entrance detailing should be coordinated with the Local Highway Authority.
4. Provision of a CTMP prior to commencement for approval should be conditioned, demonstrating consideration for construction activities that minimise disruption and risks to neighbours, general public and residents.

Should this application be successful, the LHA request the applicant considers the Guidance Note appended below (Appendix B) and coordinates directly with the Highway Roadworks team in advance of carrying out works on or immediately adjacent to the adopted highway.



Chief Officer, Environment & Technical

Appendix A:

Refuse Containers:

Workplace Containers for Non-recyclable Waste

Waste Type	Container Type		Approximate External Dimensions (mm)
General waste (non-recyclable)	240 litre bin (plastic)		**W**= 580 **D**= 740 **H**= 1100
General waste (non-recyclable)	660 litre bin (plastic)		**W**= 1250 **D** = 720 **H**= 1310
General waste (non-recyclable)	1100 litre bin (metal)		**W**= 1250 **D**= 980 **H**= 1370

Workplace Containers for Recycling

Waste Type	Container Type		Approximate External Dimensions (mm)
• Mixed cans, plastics and cartons • Glass • Paper • Cardboard • Paper and card-board	1100 litre bin (metal)		**W**= 1250 **D**= 980 **H**= 1370
• Mixed cans, plastics and cartons • Glass • Paper • Cardboard • Paper and card-board	660 litre bin (plastic)		**W**= 1250 **D**= 720 **H**= 1310
• Mixed cans, plastics and cartons • Glass • Paper • Cardboard • Paper and card-board • Food waste	240 litre bin (plastic)		**W**= 580 **D**= 740 **H**= 1100

*Each waste stream must be collected separately as listed.

Workplace Containers for Recycling

Waste stream	Container Type	Visual	Approx. Max External Dimensions (mm)
Cans, plastics and cartons	55 litre green box with lid (plastic)		**W**= 600 **D**= 400 **H**= 400
Glass	40 litre black box (plastic)		**W**= 440 **D**= 305 **H**= 300
Paper and card-board	Reusable pa-per sack (plastic)		**W**= 600 **D**= **H**= 750
Food waste	23 litre caddy (plastic with lockable lid)		**W**= 30 **D**= 30 **H**= 40

Appendix B

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 asked 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.