# MEMORANDUM

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| **From:** | Chief Officer, Environment & Technical | **To:** | Chief Officer Economy & Planning |
| | | **FAO:** | Sharon Holman |
| **Our Ref:** | ET/DC/PP/P/2025/0764 | **Your Ref:** | P/2025/0764 |
| **Date:** | 16/10/2025 | | |

**TOWN AND COUNTRY PLANNING ACT 1990**

**PROPOSAL: NEWID DEFNYDD ADEILAD O DDOSBARTH A1 (SWYFDDA POST) I DDOSBARTH C3 (ANNEDD) / CHANGE OF USE OF BUILDING FROM CLASS A1 (POST OFFICE) TO CLASS C3 (DWELLING)**

**LOCATION: 49 KINGSMILLS ROAD, WREXHAM, LL13 8NL**

I refer to your consultation / email dated 13/10/2025 in respect of the above.

**General**

The proposed development comprises a Class A1 – former post office (with 1 bedroom on 1st floor being converted into a 4 bedroom dwelling.

**Access**

The proposed development site is located on the corner / junction of Kingsmills Road / Albert Street. The applicant would also appear to own no 25 Albert Street next door which shares a vehicular access with the former post office off Albert street.

Albert Street is an unclassified, residential road subject to a 20mph speed limit. However, I would estimate speeds of approximately 10mph for vehicles entering from Kingsmills Road given the geometry of the road. Albert Street operates a one way system allowing flows in the northerly direction off Kingsmills Road and includes traffic calming measures along this section.

Based on speeds of 10mph, any proposed / existing access would require a splay of 2.0 x 11m measured to the centreline of the adjoining carriageway in the southerly direction. Visibility from the existing shared access is adequate providing a splay in excess of 2.0 x 11m measured to the centreline of the carriageway.

There are limited number of on street parking bays located either side of the road between the shared access and junction with Kingsmills Road. These spaces make access awkward off Kingsmills Road and it would be beneficial if they were removed from at least one side of the road and replaced with double yellow lines. This is a matter for our Traffic Section to consider.

The existing shared access is surfaced with hard bound materials with gates (3.4m wide) serving no. 49 Kingsmills Road being setback approximately 2.7m behind the edge of carriageway.

**Parking & Turning Provision**

Based on LPGN 16 requirements, the proposed 4 bed dwelling would require a maximum of 3 parking spaces.

The existing access / driveway for no. 49 appears to provide parking for up to 3 cars as the whole driveway appears typically hard paved. The submitted layout plan (Drg. No. S108/007 Rev B) for the proposed converted dwelling indicates 2 car spaces which appear very restricted. It is not clear whether the amenity space (shaded blue) on the submitted plan (Drg. No. S108/007 Rev B) is hard paved useable space that can also be used for parking / turning. The provision of 2 no. spaces would be considered acceptable in this instance (given the previous busy nature of the former post office) without customer parking and the relatively sustainable location of the site. However, it would appear a better option if 2 parking spaces were provided at the property located either side of the existing gates. This would require the use of the space annotated as amenity space on the plan for parking / turning.

**The LHA recommend that either the applicant submits appropriate swept path details of a large car (5m in length) accessing the site (in & out) when both cars are parked in the site or the alternative arrangement indicated above is proposed. The LHA recommend that the above detail is indicated on a suitably scaled plan.**

Cycle Parking / Shelter

Adequate facilities for parking / storing 2 cycles will be required in accordance with LPGN 16 / Active Travel Guidance. **The LHA recommend this detail is indicated on a suitably scaled plan.**

**Waste / Recycling Storage**

There would appear to be adequate space at the site to provide sufficient storage.

**Conclusion**

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

- **Parking & Turning Provision**

  Based on LPGN 16 requirements, the proposed 4 bed dwelling would require a maximum of 3 parking spaces.

  The existing access / driveway for no. 49 appears to provide parking for up to 3 cars as the whole driveway appears typically hard paved. The submitted layout plan (Drg. No. S108/007 Rev B) for the proposed converted dwelling indicates 2 car spaces which appear very restricted. It is not clear whether the amenity space (shaded blue) on the submitted plan (Drg. No. S108/007 Rev B) is hard paved useable space that can also be used for parking / turning. The provision of 2 no. spaces would be considered acceptable in this instance (given the previous busy nature of the former post office) without customer parking and the relatively sustainable location of the site. However, it would appear a better option if 2 parking spaces were provided at the property located either side of the existing gates. This would require the use of the space annotated as amenity space on the plan for parking / turning.

**The LHA recommend that either the applicant submits appropriate swept path details of a large car (5m in length) accessing the site (in & out) when both cars are parked in the proposed parking spaces or the alternative arrangement indicated above is proposed. The LHA recommend that the above detail is indicated on a suitably scaled plan.**

Cycle Parking / Shelter

Adequate facilities for parking / storing 2 cycles will be required in accordance with LPGN 16 / Active Travel Guidance. **The LHA recommend this detail is indicated on a suitably scaled plan.**

KW Edwards

Contracts and Engineering Manager

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.*