MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO:	Jenni Perkins
Our Ref:	ET/DC/DB/P/2025/0915	**Your Ref:**	P/2025/0915
Date:	12/01/2026		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: NEWID DEFNYDD ADEILAD O DDOSBARTH C3 (ANNEDD) I DDOSBARTH C2 (SEFYDLIAD PRESWYL) / CHANGE OF USE OF BUILDING FROM CLASS C3 (DWELLING) TO CLASS C2 (RESIDENTIAL INSTITUTION)
LOCATION: THE LAURELS, BOURNE TERRACE, WOODLAND GROVE, FRONCYSYLLTE, LLANGOLLEN, LL20 7ST

I refer to your consultation / email dated 05/12/2025 in respect of the above.

This proposal is for a change of use from a three bedroomed residential property (C3) to a registered children's home for a maximum of two young persons and staff (C2)

From a highway perspective, vehicle parking is very relevant to this proposal in terms of both, the need for multiple vehicle parking and the lack of adequate established parking.

The block plan submitted suggests parking is within a footpath, which is not accessible to vehicles and therefore not acceptable.

There appears to have been unauthorised works carried out constructing a substandard driveway access onto the public highway.
The local highway authority raises the following concerns regarding the driveway constructed:

1. The crossover in tarmac, crosses an established footpath that is not in the ownership of the applicant or the highway authority. Nor is the land registered as Wrexham County borough council assets land. Is there a right of access?
2. Visibility splays are inadequate. A set back 2m x 25m to the centre of the lane in both directions would be required. The visibility splay towards the main road is considerably less than this.
3. The ability for vehicles to manoeuvre in and out of the driveway is inadequate
4. The driveway constructed does not include for any drainage thereby increasing potential runoff onto the highway.
5. Whilst constructing the crossover, it appears a short section of the bank up to the streetlight has been cut away. Can the applicant demonstrate this was carried out with any authority using a section 184 application or similar. The driveway has been increased in width significantly

After reviewing the application form, travel management plan, covering letter, design and access statement, and management & safeguarding plan, there is reference to staff maintaining full time supervision with various ratio options depending on specific children's needs. At 3:1 for two children, this may result in potentially up to 6 vehicles being present at once. Furthermore, at changes of shift, space should be available for staff changes, we assume without the need to leave children unattended when swapping over. The linear driveway here would not offer that option.

Also, there is no provision for visitor parking, which may include social workers therapists and education professionals, even if restricted by appointment.

The submitted details suggest there is parking for 4 spaces on the driveway with no provision for passing. A parking space should be an absolute minimum of 4.8m x 2.4m plus circulation space around.

Conclusion
Without adequate parking in terms of numbers and safe, adequate access with visibility this application cannot be supported from a local highway authority perspective.

Should the application be amended to demonstrate adequate parking in the future, the proposal would also need to demonstrate the following:

a. Adequate visibility
b. Drainage provision
c. Demonstration of a legal right of access
d. Hard paved drive surface for at least the first 5m,
e. Adequate manoeuvrability to enable vehicles to drive in a forward gear up-and-down Woodlands Grove.
f. Provision of cycle parking in accordance with Local Planning Guide 16
g. Accessible bin storage space would need to be marked on a plan and demonstrated on site

KWEdwards
Contracts & 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 184/171 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.