MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO:	Sharon Holman
Our Ref:	ET/DC/PP/P/2026/0149	**Your Ref:**	P/2026/0149
Date:	13/04/2026		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: NEWID DEFNYDD LLAWR CYNTAF CANOLFAN CHWARAEON PLAS COCH O DDOSBARTH D2 (YMGYNNULL A HAMDDEN) I DDOSBARTH B1 (SWYDDFA) / CHANGE OF USE OF FIRST FLOOR OF PLAS COCH SPORTS CENTRE FROM CLASS D2 (ASSEMBLY AND LEISURE) TO CLASS B1 (OFFICE)

LOCATION: WREXHAM UNIVERSITY, MOLD ROAD, WREXHAM, LL11 2AW

I refer to your consultation / email dated 25/03/2026 in respect of the above.

Access

The site can be accessed via Crispin Lane, Plas Coch Road or Mold Road utilising existing access points serving the existing Wrexham University / Plas Coch Campus.

Parking Provision

Adequate parking provision will be required in accordance with LPGN 16 requirements.

The existing Class D2 Use (dance studio & gymnasium) – 338m^2 gfa would require a maximum of 1 car space per 15m^2 gfa. This would equate to the maximum requirement of 23 spaces. The proposed Class B1 Use (Office) - 338m^2 gfa would require a maximum of 1 car space per 30m^2 gfa. This would equate to the maximum requirement of 11 spaces.

The existing campus has a significant number of parking spaces spread across the whole site which it is understood are managed by a campus wide travel plan. Although details of the existing / proposed allocated parking provision for the site does not appear to have been provided the proposed change of use would require significantly less parking provision than currently required by the existing Class D2 use, the LHA would therefore raise no objections to the proposed development on highway grounds.

Supplementary Notes

The applicant's attention should be drawn to item nos. 1, 2, 3, 4 & 5 of the supplementary notes.

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.

KW Edwards

Contracts & Engineering Manager

On behalf of Chief Officer, Environment & Technical