MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO:	Sharon Holman
Our Ref:	ET/DC/PP/P/2026/0174	**Your Ref:**	P/2026/0174
Date:	11/05/2026		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: NEWID DEFNYDD O FFLAT 3 YSTAFELL WELY (DOSBARTH C3) I DŶ AMLFEDDIANNAETH 3 YSTAFELL WELY (TAI AMLFEDDIANNAETH) (DOSBARTH C4) / CHANGE OF USE OF 3 BEDROOM FLAT (CLASS C3) TO 3 BEDROOM HOUSE IN MULTIPLE OCCUPATION (HMO) (CLASS C4)

LOCATION: FIRST AND SECOND FLOOR FLAT, 36 BROOK STREET, WREXHAM, LL13 7LL

I refer to your consultation / email dated 17/04/2026 in respect of the above.

General

It is understood that the existing premises are used for a Class A1 retail unit on the ground floor with a 3 bed apartment occupying the first and second floors. The proposed development is for the retention of the retail unit on the ground floor. The proposed development will comprise 1 no. 3 bed HMO (Class C4) occupying the 1st and 2nd floors.

The proposed development site is located on Brook Street which is a busy classified road subject to a 20mph speed limit.

Brook Street is subject to a traffic regulation order imposing no waiting / no loading at any time. The site has no off-street parking provision within the curtilage of the development site. However, there are a limited number of 30 minute waiting bays along Brook Street and Brewery Place

Parking Provision

Based on LPGN 16 requirements, the existing 3 bed apartment would require a maximum of 3 spaces and the proposed 3 bed HMO would also require a maximum of 3 spaces. There would appear to be no off-street parking provision for the existing / proposed property. However, although there is no parking provision proposed for the development site, the proposed development is in a highly sustainable location. It is also likely that the proposed apartments will appeal to those who don't own a car.

The LHA would raise no objections to the proposed development in respect of parking provision.

Cycle Parking / Storage

Comments from Active Travel Section as follows:-

Without a lift, I cannot support cycle parking being on the second floor.

The dimensions of the cycle parking shown also look impossible – ie. How would you get to the one further from the stairs if there's another cycle parked next to it?

However, both the existing apartment and proposed 3 bed HMO have the same cycle storage requirements ie/ minimum of 2 cycle spaces. As both the existing and proposed accommodation have the same shortfall in adequate cycle parking / storage ie/ no provision, the LHA would raise no objections in this instance.

Waste / Recycling – request a detailed plan

Comments from our Waste / Recycling Section as follows:-

As a minimum we would expect there to be bin provision to accommodate the below containers (see attached Container document for dimensions), whether this be in the space allocated internally or externally.

The HMO (3 bedrooms) requires:-
3 x 240l bins
3x 40l black boxes for glass
3 x 55l green boxes for plastics/cans
3 x 23l kerbside caddies for food waste
3 x 60l blue sacks for paper/card

For retail property:
1 x 240l (but retailer may need larger bin depending on the individual business type)
1 x 40l black boxes for glass
1 x 55l green boxes for plastics/cans/cartons
1 x 23l kerbside caddies for food waste
1 x 60l blue sacks for paper/card

In the planning statement it says
"It is proposed to create space at ground floor, to the rear of the commercial use, to store bikes and dry refuse bins (commercial and domestic). The domestic waste will be in bins in the yard."

All bins and containers would need to be presented for collection using the rear access leading to the highway. They should not be transported through the property in readiness for presentation at the designated collection point on collection day.

External storage areas for waste containers should be away from windows and ventilators and preferably be in shade or under shelter.

It is important to note the below relating to bins stored internally:

Where storage rooms are provided, separate rooms should be provided for the storage of waste which cannot be recycled, and waste which can be recycled. – Building regulations guidance document H (Drainage and waste disposal)

"Waste storage areas should have an impervious floor and should have provision for washing down and draining the floor into a system suitable for receiving a polluted effluent. Gullies should incorporate a trap which maintains a seal even during prolonged periods of disuse." – Non-domestic developments: 1.19 - Building regulations guidance document H (Drainage and waste disposal)

"Waste storage areas should be marked and signs should be provided" - Non-domestic developments: 1.22 - Building regulations guidance document H (Drainage and waste disposal)

"Where enclosures, compounds or storage rooms are provided they should allow room for filling and emptying and provide a clear space of 150mm between and around the containers. Enclosures, compounds or storage rooms for communal containers should be a minimum of 2m high. Enclosures for individual containers should be sufficiently high to allow the lid to be opened for filling. The enclosure should be permanently ventilated at the top and bottom and should have a paved impervious floor" – Design: 1.13 - Building regulations guidance document H (Drainage and waste disposal)

"Communal storage areas should have provision for washing down and draining the floor into a system suitable for receiving a polluted effluent. Gullies should incorporate a trap which maintains a seal even during prolonged periods of disuse" – Design: 1.14 - Building regulations guidance document H (Drainage and waste disposal).

In summary, the WCBC Waste / Recycling Section request clarification on whether the bins / recycling will be brought to the footway at the front of the building for collection by an external entrance on the ground floor or will they have to pass through the hallway / shop to be emptied. The Waste / Recycling Section would not be able to support the proposed development should the bins / recycling have to be transported via the internal hallway / shop.

Conclusion

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

- Waste – Recycling

  Clarification on whether the bins / recycling will be brought to the footway at the front of the building for collection by an external entrance on the ground floor or will they have to pass through the hallway / shop to be emptied. The Waste / Recycling Section would not be able to support the proposed development should the bins / recycling have to be transported via the internal hallway / shop.

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