MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO:	Jenni Perkins
Our Ref:	ET/DC/PP/P/2025/0672 Res(4)	**Your Ref:**	P/2025/0672
Date:	16/06/2026		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: NEWID DEFNYDD O SIOP AC ANNEDD I 1 ANNEDD A GOSOD PWMP GWRES FFYNHONNELL AER / CHANGE OF USE FROM SHOP AND DWELLING TO 1NO. DWELLING AND INSTALLATION OF AIR SOURCE HEAT PUMP

LOCATION: BROAD OAK, HIGH STREET, GLYN CEIRIOG, LLANGOLLEN, LL20 7EH

I refer to your consultation / email dated 12/06/2026 in respect of the above.

General

The proposed development comprises the conversion of an existing shop and 4 bed dwelling to 1 no. dwelling.

Access

The proposed development site is bounded by the High Street to the north and the B4500 New Road to the south which are both classified roads subject to a 20mph speed limit.

The property has an existing 2.8m wide access onto the B4500 providing parking for up to 3 cars. There is no turning area provided within the site curtilage.

Based on speeds of 20mph, any proposed / existing access in this location would normally require visibility splays of 2.4 x 25m in both directions measured to the nearside edge of the adjoining highway in accordance with Manual for Streets.

Given the location of the site, the LHA would normally recommend that adequate pedestrian visibility is provided from any proposed access measured from the centreline of the vehicular access 2.4 metres back from the back edge of the footway to points 3.3 metres either side measured along the back edge of the footway. Within these splays there shall be no obstruction in excess of 0.6 metres in height above the level of the adjoining highway. The splays shall thereafter be permanently retained clear of any such obstruction to visibility.

Visibility from the existing access is inadequate in both directions providing splays of approximately 2.4 x 3m to the west and 2.4 x 4m to the east measured to the nearside edge. Visibility is impeded in the westerly direction in that the required splay would need to cut across 3rd party land. Visibility is impeded in the easterly direction by the existing hedgerow / wall.

Site Layout Plan (Drg. No. HS-R01-PR-104 Rev R01– Dated 13-05-26)

The submitted plan has 2 no. scales quoted at being 1:100 & 1:200 which is confusing. The existing access is approximately 2.8m wide. However, the submitted plan does not appear to scale correctly and appears to measure around 2.4m and 17m in length to the proposed garage.

The LHA recommend the above issues are clarified and a revised plan submitted indicating the correct dimensions (including annotated dimensions).

It is assumed that the applicant now proposes to utilise the existing sub-standard access and provide at least 3 off road parking spaces with no turning provision. Given the proposed development is now for a replacement / modified dwelling, it is considered unlikely to result in any significant increase in vehicle movements or parking demand at the site. On this basis, it would be considered reasonable to accept the continued use of the existing access.

However, the LHA would suggest the applicant considers the following minor access improvements:-

- Widening access to a minimum width of 3.2m.
- Lowering / cutting back of any vegetation to improve visibility where possible.
- Minimum 5m of hard paving of access with hard bound materials.
- Setting back of gates 5m behind the back of footway (ideally remove gates).
- Installation of an Aco drain or similar to intercept any private surface water run-off.

The LHA suggests the applicant indicates the above minor amendments on a revised layout plan.

Parking & Turning Provision

The provision of 3 off road parking spaces would be considered adequate which would comply with LPGN 16 maximum requirements for a 4 bed dwelling. LPGN 16 does not include garage spaces as appropriate parking provision.

Cycle Parking / Storage

Adequate cycle parking / storage will need to be provided in accordance with LPGN 16 / Active Travel Guidance. There would appear to be adequate space within the site / building to provide adequate provision.

Waste / Recycling

There would appear to be adequate space for waste /recycling storage within the curtilage of the site.

Conclusion

In conclusion, the LHA request the following information:-

- Site Layout Plan (Drg. No. HS-R01-PR-104 Rev R01– Dated 13-05-26)

  The submitted plan has 2 no. scales quoted at being 1:100 & 1:200 which is confusing. The existing access is approximately 2.8m wide. However, the submitted plan does not appear to scale correctly and the access appears to measure around 2.4m and 17m in length to the proposed garage.

  The LHA recommend the above issues are clarified and a revised plan submitted indicating the correct dimensions (including annotated dimensions).

  It is assumed that the applicant now proposes to utilise the existing sub-standard access and provide at least 3 off road parking spaces with no turning provision. Given the proposed development is now for a replacement / modified dwelling, it is considered unlikely to result in any significant increase in vehicle movements or parking demand at the site. On this basis, it would be considered reasonable to accept the continued use of the existing access.

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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.

K W Edwards

Contracts & Engineering Manager
On behalf of Chief Officer, Environment & Technical