MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO:	Sarah Duckworth
Our Ref:	ET/DC/PP/P/2026/0435	**Your Ref:**	P/2026/0435
Date:	07/08/2026		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: NEWID DEFNYDD RHAN O'R LLAWR GWAELOD O DDOSBARTH DEFNYDD CYMYSG A3/B1 (CAFFI/SWYDDFA) A LLAWR CYNTAF O DDOSBARTH B1 (SWYDDFA) I DDOSBARTH C3 (ANNEDD) / CHANGE OF USE OF PART OF GROUND FLOOR FROM MIXED USE CLASS A3/B1 (CAFE/OFFICE) AND FIRST FLOOR FROM CLASS B1 (OFFICE) TO CLASS C3 (DWELLING)

LOCATION: MEET N EAT, COMMUNITY HOUSE, 17 DARBY ROAD, BRYNTEG, WREXHAM, LL11 6LW

I refer to your consultation / email dated 16/07/2026 in respect of the above.

General

The property comprises an existing mixed use Class B1 Office Use spread over 2 floors with part Class A3 Café use on the ground floor. It is proposed to retain the existing café (ground floor) and convert the ground floor office space to a lounge which supplements the proposed first floor conversion to a 3 bed dwelling.

Access

The proposed development site is located on Darby Road which is a classified, residential road subject to a 20mph speed limit.

Based on speeds of 20mph, any proposed / existing access would require visibility splays of 2.4 x 25m in both directions in accordance with Manual for Streets. Visibility from the proposed access is adequate in the westerly direction providing a splay in excess of 2.4 x 25m. However, visibility in this direction is typically impeded by parked cars in the existing layby fronting the shops along this section. Visibility in the easterly direction is inadequate providing a splay of approximately 2.4 x 12m measured to the nearside edge. Visibility is impeded in this direction by the existing boundary wall / hedgerow fronting the adjoining property.

However, this is an existing access currently serving both a community café and office business which will inevitably generate a given number of daily vehicle movements. It is not anticipated that the proposed development will result in any significant increase in traffic generation compared with the current site.

The existing access located on the eastern side of the building is approximately 4.8m wide (dropped kerb) and surfaced with hard bound materials.

The nearby shopping precinct also benefits from a layby which is frequently used by customers / clients visiting the shops / services. **The LHA suggests that the applicant considers applying for the installation of a h-bar across the existing shared access to assist in keeping the access clear of cars visiting the nearby shops / businesses.**

Parking & Turning Provision

Adequate parking provision will need to be provided at the development site in accordance with LPGN 16 requirements.

Based on LPGN 16 requirements, the existing A3 Café Use (37.5m^2 net public floor space) would require a maximum of 9 spaces. The existing Class B1 Office use (73m^2 gfa) would require a maximum of 2 spaces equating to maximum overall requirement of 11 spaces. The premises currently provides off road parking for 4 cars.

Based on LPGN 16 requirements, the existing / proposed A3 Café Use (37.5m^2 net public floor space) would require a maximum of 9 spaces. The proposed Class C3 Use (3 beds) would require a maximum of 3 spaces equating to maximum overall requirement of 12 spaces. It is assumed the premises propose to provide off road parking for 4 cars as existing. **The LHA recommends the applicant provides a suitably scaled plan indicating the existing / proposed parking arrangements (including annotated dimensions of existing / proposed spaces). Details of how many spaces are allocated to each existing / proposed element of the development should also be provided.** LPGN 16 does not include garage spaces as contributing to parking provision.

Although the above details indicate that there is a significant shortfall in parking provision at the existing site, the proposed development is in a relatively sustainable location with a regular bus service into Wrexham City Centre. The nearby shopping precinct also benefits from a layby which is frequently used by customers / clients visiting the shops / services. Those visiting the community café may well be local people who could walk to the premises. The theoretical net increase in parking demand at the site compared with the existing level of parking provision should the application be supported is 1 additional space.

Conclusion

In conclusion the LHA requests the following information;-

- **Parking & Turning Provision**

  The LHA recommends the applicant provides a suitably scaled plan indicating the existing / proposed parking arrangements (including annotated dimensions of existing / proposed spaces). Details of how many spaces are allocated to each existing / proposed element of the development should also be provided. LPGN 16 does not include garage spaces as contributing to parking provision.

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