MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO:	Lois Body
Our Ref:	ET/DC/PP/P/2026/0524	**Your Ref:**	P/2026/0524
Date:	07/10/2026		

TOWN AND COUNTRY PLANNING ACT 1990

PROPOSAL: ESTYNIAD DEULAWR I OCHR YR EIDDO / TWO STOREY SIDE EXTENSION

LOCATION: BRYN HAUL, 4 HILL STREET, NEWBRIDGE, WREXHAM, LL14 3JQ

I refer to your consultation / email dated 11/09/2026 in respect of the above.

General

The proposed development comprises the erection of a two-storey side extension to an existing 2 bedroom cottage. The extension will include an additional bedroom increasing the property to 3 bedrooms. The proposed development also includes the creation of a driveway for 2 cars at the southern side of the property.

Access

The proposed development is located on Hill Street which is a narrow, unclassified road subject to a 20mph speed limit.

Based on typical speeds of 20mph, any proposed / existing access would require visibility splays of 2.4 x 25m in both directions measured to the centreline of the adjoining highway in accordance with Manual for Streets. Visibility can be permitted to the centreline of the road given the limited carriageway width along this section.

No details of the existing and proposed visibility splays from the access have been provided. **The LHA recommends the applicant indicates this detail on a suitably scaled plan.**

The existing property already appears to have been modified to remove part of the southern side of the building. Due to the overgrown nature of the site, it is unclear from the submitted details whether the property had an existing access, how much parking was available and what visibility was available from any existing access. The southern side of the site currently appears to have been partially cleared and a 10m wide (approximate) opening formed. **The LHA recommends the applicant clarifies the above detail and provides a suitably scaled plan indicating existing and proposed parking / driveway arrangements and existing / proposed visibility splays (including annotated dimensions).**

Any proposed access / driveway will require the following:-

- Hard bound paving for a minimum distance of 5m behind highway boundary

- No gates to be erected

- No private surface water run off shall be permitted to flow from the development site onto the adjoining highway. An Aco drain or similar shall be provided across the approved access to intercept any such run off prior to first use of the development.

The LHA recommends the applicant includes the above details on a revised layout plan.

Parking & Turning Provision

Adequate parking and turning provision will need to be provided in accordance with LPGN 16 requirements within the curtilage of the site.

There is an existing layby opposite (to the south) the site with capacity for 4 cars. However, it is not clear who owns this layby. There is also a small section of land (unsurfaced) opposite nos. 4 & 5 Hill Street where vehicles appear to park which appears to be owned by WCBC Assets Section.

As indicated above**,** due to the overgrown nature of the site, it is unclear from the submitted details whether the property had an existing access, how much parking was available and what visibility was available from any existing access. **The LHA recommends the applicant clarifies the above detail and provides a suitably scaled plan indicating existing / proposed parking & driveway arrangements and existing / proposed visibility splays (including annotated dimensions).**

Retaining Walls

There is a significant sized retaining wall (gabions) located to the rear of the property.

Comments from WCBC Structures Section:-

The existing retaining wall to the rear of the property is private so is the responsibility of the property owner. It is densely vegetated, its condition is unknown any clearance should bear this in mind, any defects found should be made good to preserve its integrity. The proposed retaining wall extension, height approximate 750mm will not require an AIP. However, it would require planning consent and comply with current building regulations with adequate drainage.

Construction Traffic Management Plan (including provisions for contractor parking) - CTMP

Although a CTMP is typically only included as a condition for larger sites, the LHA have concerns regarding the narrow nature of Hill Street and its lack of suitable passing places along with adequate off-road parking for contractor vehicles.

The LHA strongly recommend that the applicant contacts the WCBC Traffic Section prior to commencement of any works to discuss / agree appropriate traffic management measures at the site along with contractor parking details.

Conclusion

In conclusion, the LHA request the following information:-

- **Access / Visibility**

  No details of the existing and proposed visibility splays from the access have been provided. **The LHA recommends the applicant indicates this detail on a suitably scaled plan.**

  The existing property already appears to have been modified to remove part of the southern side of the building. Due to the overgrown nature of the site, it is unclear from the submitted details whether the property had an existing access, how much parking was available and what visibility was available from any existing access. The southern side of the site currently appears to have been partially cleared and a 10m wide (approximate) opening formed. **The LHA recommends the applicant clarifies the above detail and provides a suitably scaled plan indicating existing and proposed parking / driveway arrangements and existing / proposed visibility splays (including annotated dimensions).**

  Any proposed access / driveway will require the following:-

  - Hard bound paving for a minimum distance of 5m behind highway boundary
  - No gates to be erected
  - No private surface water run off shall be permitted to flow from the development site onto the adjoining highway. An Aco drain or similar shall be provided across the approved access to intercept any such run off prior to first use of the development.

  The LHA recommends the applicant includes the above details on a revised layout plan.

- **Parking & Turning Provision**

  Adequate parking and turning provision will need to be provided in accordance with LPGN 16 requirements within the curtilage of the site.

  There is an existing layby opposite (to the south) the site with capacity for 4 cars. However, it is not clear who owns this layby. There is also a small section of land (unsurfaced) opposite nos. 4 & 5 Hill Street where vehicles appear to park which appears to be owned by WCBC Assets Section.

  As indicated above**,** due to the overgrown nature of the site, it is unclear from the submitted details whether the property had an existing access, how much parking was available and what visibility was available from any existing access. **The LHA recommends the applicant clarifies the above detail and provides a suitably scaled plan indicating existing / proposed parking & driveway arrangements and existing / proposed visibility splays (including annotated dimensions).**

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.



On behalf of Chief Officer, Environment & Technical