MEMORANDUM

From:	Chief Officer, Environment & Technical	**To:**	Chief Officer Economy & Planning
		FAO::	Philip Mullineux
Our Ref:	ET/DC/DB/P/2025/0833 Response 8	**Your Ref:**	P/2025/0833
Date:	23/10/2026		

PROPOSAL: NEWID DEFNYDD AIL A THRYDYDD LLAWR YR ADEILAD O DDOSBARTH B1 (SWYDDFEYDD) I GREU 30 O FFLATIAU (DOSBARTH C3) GAN GYNNWYS CREU MANNAU PARCIO YCHWANEGOL, STORFA AR GYFER BINIAU, STORFA AR GYFER BEICIAU A DIHANGFEYDD / CHANGE OF USE OF SECOND AND THIRD FLOOR OF BUILDING FROM CLASS B1 (OFFICES) TO CREATE 30 NO APARTMENTS (CLASS C3) INCLUDING CREATION OF ADDITIONAL PARKING SPACES, BIN STORE, CYCLE STORAGE AND MEANS OF ESCAPE
LOCATION: ROXBURGH HOUSE, 12 HILL STREET, WREXHAM, LL11 1SN

I refer to the planning consultation dated 02/09/2026 and provision of the updated plan 23790 RHW-HOH-XX-00-DR-A-1201 Rev P08, including details of a contrasting finish pedestrian crossover extending across the full width of both accesses between kerb lines. The accesses are the shared access to the side of the Theatre, and the gated service yard access to the adjacent retail park.

Should the application be successful, a separate agreement in conjunction with the LHA will be necessary. The LHA include contact details and a summary of requirements in the Appendix below. The finite construction issue drawing and accurate setting out on site should be agreed between the applicant and LHA issued in accordance with the latest Welsh Government Guidance (Side Road Zebra Crossing Guidance April 2026). The LHA request this be subject to a Non Standard Condition as suggested below:

NON STD **NEW FOOTWAY CROSSING**
Prior to first use of the development a footway crossing (of contrasting material) shall be constructed across the shared access and service access in accordance with details that shall have first been submitted to and approved in writing by the Local Planning Authority. This is required to reinforce the pedestrian priority and therefore safety given the reduced visibility on the corner, and to accommodate servicing traffic for the proposed development.

Access Road:
Whilst the Local Highway Authority remain concerned over the need to deter parking on the shared access, it is understood that this is not a concern that the LHA can register a formal objection over, but request that any approval does make reference to assurances that the access will be kept clear for emergency and service vehicles. The LHA acknowledge receipt of documentation demonstrating the right of way that exists across the land.

From a Highway perspective, refuse collection, cycle parking and pedestrian access are satisfactorily dealt with.

KWEdwards

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

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.