



Application for Planning Permission

Town and Country Planning Act 1990

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Details

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number Suffix

Property Name

Address Line 1

Address Line 2

Town/city

Postcode

Description of site location (must be completed if postcode is not known)

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Reference:

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

Are you an agent acting on behalf of the applicant?

- Yes
 No

Applicant Contact Details

Primary number

Secondary number

Email address

Site Area

Reference:

What is the site area?

0.45

Scale

Hectares

Does your proposal involve the construction of a new building which would result in the loss or gain of public open space?

Yes

No

Description of the Proposal

Description

Please describe the proposed development including any change of use

The erection of a purpose-built joint archive facility to house the archive service and collections of Flintshire and Denbighshire County Councils, with associated access, parking, and landscaping.

Has the work or change of use already started?

Yes

No

Existing Use

Please describe the current use of the site

Grassed area adjacent to Theatr Clwyd.

Is the site currently vacant?

Yes

No

If Yes, please describe the last use of the site

Grassed area adjacent to Theatr Clwyd.

When did this use end (if known)?

dd/mm/yyyy

Does the proposal involve any of the following?

Land which is known or suspected to be contaminated for all or part of the site

Yes

No

A proposed use that would be particularly vulnerable to the presence of contamination

Yes

No

Application advice

If you have said Yes to any of the above, you will need to submit an appropriate contamination assessment.

Reference:

Does your proposal involve the construction of a new building?

- Yes
 No

If Yes, please complete the following information regarding the element of the site area which is in previously developed land or greenfield land

Area of previously developed land proposed for new development

0.00	hectares
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Area of greenfield land proposed for new development

0.45	hectares
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Materials

Does the proposed development require any materials to be used in the build?

- Yes
 No

Please provide a description of existing and proposed materials and finishes to be used in the build (including type, colour and name for each material)

<p>Type: Walls</p> <p>Existing materials and finishes:</p> <p>Proposed materials and finishes: Aluminium Polyester Powder Coated Rainscreen Cladding Panels Limestone Rainscreen Cladding Panels Mixed buff/red brick to Match Theatr Clwyd</p>
<p>Type: Other</p> <p>Other (please specify): Exposed steelwork and canopy</p> <p>Existing materials and finishes:</p> <p>Proposed materials and finishes: Exposed Steelwork deep red to match Theatr Clwyd exposed steelwork Brise Soleil Aluminium Louvres deep red to match Theatr Clwyd exposed steelwork Entrance Canopy & Flank Walls Colour coated metal cladding Colour : Mid Grey RAL 7001</p>

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- Yes
 No

If Yes, please state references for the plans, drawings and/or design and access statement

JAF-DB3-XX-ZZ-DR-A-2071 Proposed Elevations
JAF-DB3-XX-ZZ-DR-A-2072 Proposed Side Elevations
18947 JAF Design and Access Statement

Reference:

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle or pedestrian access proposed to or from the public highway?

- Yes
 No

Are there any new public roads to be provided within the site?

- Yes
 No

Are there any new public rights of way to be provided within or adjacent to the site?

- Yes
 No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- Yes
 No

Please show details of any existing or proposed rights of way on or adjacent to the site, as well as any alterations to pedestrian and vehicle access, on your plans or drawings.

Vehicle Parking

Is vehicle parking relevant to this proposal?

- Yes
 No

Please provide information on the existing and proposed number of on-site parking and cycling spaces on your plans.

Trees and Hedges

Are there trees or hedges on the proposed development site?

- Yes
 No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- Yes
 No

If Yes to either or both of the above, you will need to provide a full tree survey with accompanying plan before the application can be determined. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'

Assessment of Flood Risk

Is the site within an area at risk of flooding?

- Yes
 No

[Refer to the Welsh Government's Development Advice Maps website.](#)

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- Yes
 No

Will the proposal increase the flood risk elsewhere?

- Yes
 No

From 7 January 2019, all new developments of more than 1 dwelling house or where the construction area is 100 square metres or more, require Sustainable Drainage Systems (SuDS) for surface water designed and built in accordance with the [Welsh Ministers' Statutory SuDS Standards](#). SuDS Schemes must be approved by your local authority acting in its SuDS Approving Body (SAB) role. Please contact your local authority for details of how to apply.

How will surface water be disposed of?

- Sustainable drainage system
 Existing water course
 Soakaway
 Main sewer
 Pond/lake

Biodiversity and Geological Conservation

To assist in answering the following questions refer to the help text. The help text provides further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

Having referred to the help text, is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

a) Protected and priority species

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

b) Designated sites, important habitats or other biodiversity features

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

c) Features of geological conservation importance

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains sewer
- Septic tank
- Package treatment plant
- Cess pit
- Other
- Unknown

Are you proposing to connect to the existing drainage system?

- Yes
- No
- Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

Please refer to JAF-ENA-XX-XX-DR-C-5600 Stage 3 - Drainage Strategy P1

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste and have arrangements been made for the separate storage and collection of recyclable waste?

- Yes
- No

If Yes, please provide details:

JAF -FRL -XX -XX -DR -L -1500 (Landscape General Arrangement)

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- Yes
- No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- Yes
- No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

- Yes
- No

Reference:

If you have answered Yes to the question above please add details in the following table:

Use Class:

D2 - Assembly and leisure

Existing gross internal floorspace (square metres) (a):

0

Gross internal floorspace to be lost by change of use or demolition (square metres) (b):

0

Total gross internal floorspace proposed (including change of use) (square metres) (c):

2128

Net additional gross internal floorspace following development (square metres) (d = c - b):

2128

Totals	Existing gross internal floorspace (square metres) (a)	Gross internal floorspace to be lost by change of use or demolition (square metres) (b)	Total gross internal floorspace proposed (including change of use) (square metres) (c)	Net additional gross internal floorspace following development (square metres) (d = c - b)
	0	0	2128	2128

Loss or gain of rooms

Employment

Will the proposed development require the employment of any staff?

Yes

No

Existing Employees

Please complete the following information regarding existing employees:

Full-time

Part-time

Total full-time equivalent

Proposed Employees

If known, please complete the following information regarding proposed employees:

Full-time

Part-time

Reference:

Total full-time equivalent

Hours of Opening

Are Hours of Opening relevant to this proposal?

- Yes
 No

If you do not know the hours of opening, select the Use Class and tick 'Unknown'

Use Class:

D2 - Assembly and leisure

Unknown:

Yes

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- Yes
 No

Is the proposal for a waste management development?

- Yes
 No

Renewable and Low Carbon Energy

Does your proposal involve the installation of a standalone renewable or low-carbon energy development?

- Yes
 No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- Yes
 No

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

- Yes
 No

Reference:

If Yes, please provide details

Pre-application community consultation taking place between 21st May to 18th June 2026 .

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)

- The agent
 The applicant
 Other person

Pre-application Advice

Has pre-application advice been sought from the local planning authority about this application?

- Yes
 No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

Mr

First Name

Surname

Beattie

Reference

Date (must be pre-application submission)

13/05/2026

Details of the pre-application advice received

Awaiting response.

Reference:

Authority Employee/Member

With respect to the Authority, is the applicant or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

Do any of these statements apply to you?

- Yes
 No

If Yes, please provide details of the name, relationship and role:

Application on behalf of Flintshire County Council.

Ownership Certificates

Town and Country Planning (Development Management Procedure) (Wales) Order 2012

Please answer the following questions to determine which Certificate of Ownership you need to complete: A,B,C or D.

Are you the sole owner of ALL the land?

- Yes
 No

Certificate of Ownership - Certificate A

I certify/the applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least seven years left to run) of any part of the land or building to which the application relates.

Person Role

- The Applicant
 The Agent

Title

Ms

First Name

KATHRYN

Surname

WILLIAMS

Declaration Date

18/05/2026

Declaration made

Agricultural Holding Certificate

Town and Country Planning (Development Management Procedure) (Wales) Order 2012

Reference:

Agricultural land declaration - you must select either A or B

(A) None of the land to which the application relates is, or is part of an agricultural holding

(B) I have/The applicant has given the requisite notice to every person other than myself/the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below

Person Role

The Applicant

The Agent

Title

Ms

First Name

KATHRYN

Surname

WILLIAMS

Declaration Date

18/05/2026

Declaration made

DRAFT
APPLICATION -
Not valid for
Submission

Reference: