

Project Name:	Buzz Bingo, Bolton Road, Banbury
Document Reference:	536.0037HTN1
Document Name:	Highways Technical Note - Conditions
Prepared By:	Jessica Harding (June 2022)
Checked By:	Harry Cross (June 2022)
Approved By:	James Rand (June 2022)

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1. INTRODUCTION

1.1 This Highways Technical Note (HTN) has been prepared by Paul Basham Associates in relation to a full planning application (ref 21/04202/F) for 80 retirement living apartments at the former Buzz Bingo site, Bolton Road, Banbury. Churchill Retirement Living submitted a planning appeal (ref APP/C3105/W/22/3296229) on the grounds of non-determination.

1.2 The local highway authority, Oxfordshire County Council (OCC) have submitted a Statement of Case in relation to the appeal, confirming no objection to the application subject to various conditions. The purpose of this HTN is to provide commentary on the suggested conditions on behalf of the appellant. The report addresses each suggested condition in turn, numbered in order of which they are raised in OCC's statement of case:

- Condition 1: Car Park Layout Plan;
- Condition 2: Cycle Parking;
- Condition 3: Access Improvements;
- Condition 4: Footway Improvements;
- Condition 5: Green Travel Plan;
- Condition 6: Construction Traffic; and
- Condition 7: Delivery and Servicing Plan.

2. CONDITION 1: CAR PARK LAYOUT PLAN

- 2.1 The local highway authority state that 'prior to commencement of the development, a Car Park Layout Plan detailing the layout of the car parking area shall be submitted to, and approved by, the Local Planning Authority. The Car Park Layout Plan must be set out so that all car parking spaces meet the minimum dimensions of 5m (length) x 2.5m (width) required (Oxfordshire Street Design Guide) and can be safely and easily accessed. The Car Park Layout Plan should demonstrate the capability of accommodating the associated car parking manoeuvres within the car park.'
- 2.2 A car park layout plan is included within **Appendix A** that includes details of the proposed geometries of the area. Car parking spaces are provided at 5m x 2.4m, with a minimum 6m aisle width between rows of parking bays in accordance with Manual for Street guidelines. This is a minor reduction compared to OCC's request, but it has been demonstrated that vehicles can suitably track in/out of the spaces as shown in **Appendix B**.
- 2.3 On this basis, a condition is not considered to be necessary, given that there will be a general condition requiring compliance with approved plans.

3. CONDITION 2: CYCLE PARKING

- 3.1 The local highway authority state that 'prior to the first use or occupation of the development hereby permitted, covered cycle parking facilities shall be provided on the site in accordance with details which shall have first been submitted to and approved in writing by the Local Planning Authority. The covered cycle parking facilities so provided shall thereafter be permanently retained and maintained for the parking of cycles in connection with the development.'
- 3.2 Secure, sheltered cycle parking is located within the mobility scooter store for the Retirement Living apartments, which is within the development building, adjacent the main entrance. Details of the proposed cycle parking facilities are shown on the proposed parking layout within **Appendix A**.
- 3.3 As detailed within the submitted transport statement, cycle demand will be minimal at c. 1.36 spaces, given the age profile and mobility characteristics of CRL residents. A single staff member is employed and therefore staff cycle demand will be negligible. The provision of 2 Sheffield stands (equal to 4 cycle spaces) is therefore considered appropriate for the development to accommodate staff resident and visitor demand.

3.4 A condition requiring permanent retention and maintenance is acceptable to the appellant, but a requirement for further details prior to occupation is not considered necessary.

4. **CONDITION 3: ACCESS IMPROVEMENTS**

4.1 The local highway authority state that 'Prior to the commencement of the development hereby approved, full details of the highway design improvements to the existing vehicular access shall be submitted to and approved in writing by the Local Planning Authority. Thereafter and prior to first accordance with the approved details.'

4.2 The development is proposed to be accessed via the existing access to the south of the site via Bolton Road, with improvements to the pedestrian footways either side to include dropped kerbs and tactile paving. No existing geometries are to be changed.

4.3 Vehicle swept path analysis has been undertaken to assess the suitability of the proposed access; the relevant drawings are attached within **Appendix B**. Vehicle tracking demonstrates that vehicles are able to simultaneously manoeuvre through the access without conflict.

4.4 No accident history is associated with the access, the carriageway is subject to low speeds, a net reduction in trips (presented in more depth within the Transport Statement), and this part of Bolton Road is relatively lightly trafficked.

4.5 Therefore, the proposed access design is considered suitable to accommodate the vehicles likely to be generated. Further highway design improvements in this regard are not considered necessary, although details of the proposed design will be provided through a S278 agreement.

5. **CONDITION 4: FOOTWAY IMPROVEMENTS**

5.1 The local highway authority state that 'Prior to implementation details of footway improvement works to be delivered on North Bar Street and Bolton Road shall be submitted to and approve by the Local Planning Authority. These works shall include dropped kerbs to provide access onto existing footway in South Bar Street and dropped kerb crossings at the site access junction on Bolton Road. The development shall not be occupied until approved works have been completed.'

5.2 This condition is accepted. It is anticipated this will be addressed through a Section 278 agreement.

6. CONDITION 5: GREEN TRAVEL PLAN

- 6.1 The local highway authority state that a 'Green Travel Plan Prepared in accordance with the Department of Transport's Best Practice Guidance Note "Using the Planning Process to Secure Travel Plans" (and its subsequent amendments) shall be submitted to and approved in writing by the Local Planning Authority prior to the first use or occupation of the development hereby permitted. The approved Green Travel Plan shall thereafter be implemented and operated in accordance with the approved details.'
- 6.2 A Travel Plan Statement has already been submitted however the appellant is willing to accept a condition requiring the production of a Green Travel Plan if the inspector considers it necessary. The appellant is also willing to pay the suggested monitoring fee.

7. CONDITION 6: CONSTRUCTION TRAFFIC

- 7.1 The local highway authority state that 'All construction traffic serving the development shall enter and leave the site through the existing vehicle access from Bolton Road'. This condition is accepted and further detail could be provided through a construction traffic management plan should the inspector consider it necessary.

8. CONDITION 7: DELIVERY AND SERVICING PLAN

- 8.1 The local highway authority state that 'Prior to first occupation of the development, a Delivery and Servicing Plan should be submitted to and approved in writing by the Local Planning Authority. Thereafter, during the operation of the development, all delivery and servicing shall be conducted in accordance with the approved Plan'.
- 8.2 This condition is accepted. For the avoidance of doubt, tracking of the delivery and servicing vehicles likely to visit the site have been submitted as part of the application and are replicated in **Appendix C**.
- 8.3 Delivery and service vehicles will comprise a combination of resident deliveries, refuse vehicles and occasional building and ground maintenance service vehicles. Through a TRICS analysis submitted to the highways officer (and contained within **Appendix D** for reference) is estimated that these will amount to approximately up to 7 vehicles per day.

9. FURTHER CONSIDERATIONS

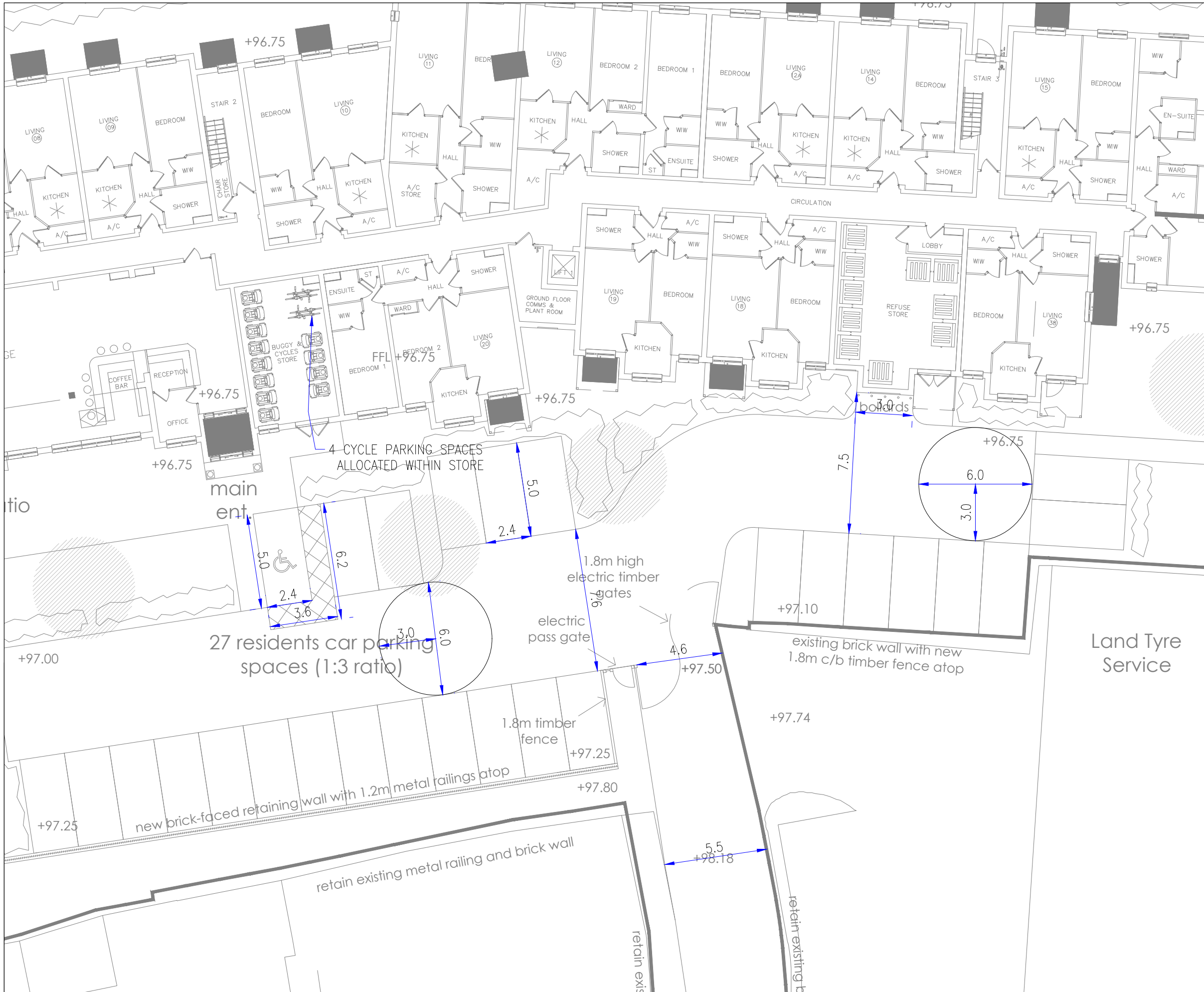
- 9.1 The local highway authority also state that 'OCC's primary concerns related to the on-site manoeuvring of refuse vehicles in relation to the submitted revised parking layout plan.'. Commentary was then provided on the alterations that could address this.

9.2 The previously submitted Transport Statement included vehicle swept path analysis; Highway Authority concerns with regard to the proximity of the refuse vehicle to parking spaces, infrastructure and boundary features has been addressed in an updated refuse drawing. This tracking is attached within **Appendix E** and refuse vehicle dimensions match Cherwell District Council's Refuse vehicle as requested by OCC. This tracking demonstrates that the refuse manoeuvre is achievable. Whilst it is accepted that the tracking is tight, the analysis shows the vehicle does not encroach on parking spaces, infrastructure or site boundaries. The refuse vehicle is therefore able to access, manoeuvre and egress the site without conflict and bin carry distances are within the 10m carry distances outlined within Manual for Streets.

10. CONCLUSIONS

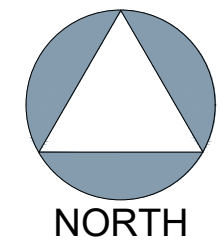
- 10.1 This Highways Technical Note (HTN) has been prepared by Paul Basham Associates in relation to a full planning application (ref 21/04202/F) for 80 retirement living apartments at the former Buzz Bingo site, Bolton Road, Banbury. Churchill Retirement Living submitted a planning appeal (ref APP/C3105/W/22/3296229) on the grounds of non-determination.
- 10.2 This HTN provides commentary on the suggested conditions on behalf of the appellant. Ultimately, the appellant is willing to accept some of the suggested conditions, requested altered wording to others and considers others unnecessary. It is anticipated that this can be discussed in further detail during the conditions part of the hearing.

Appendix A



GENERAL NOTES

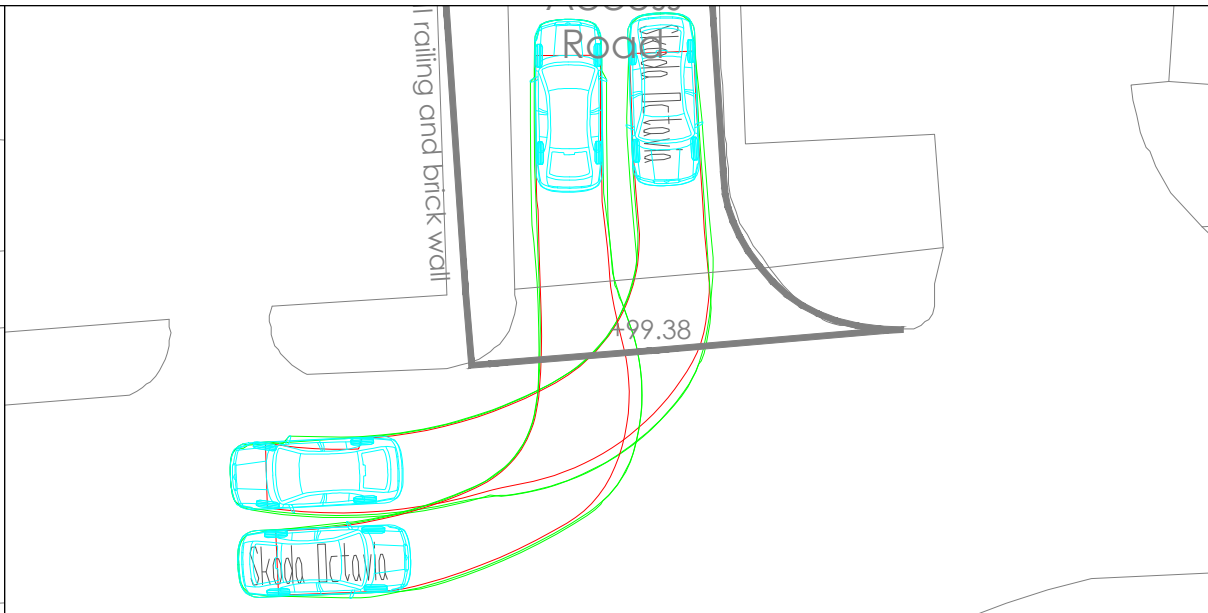
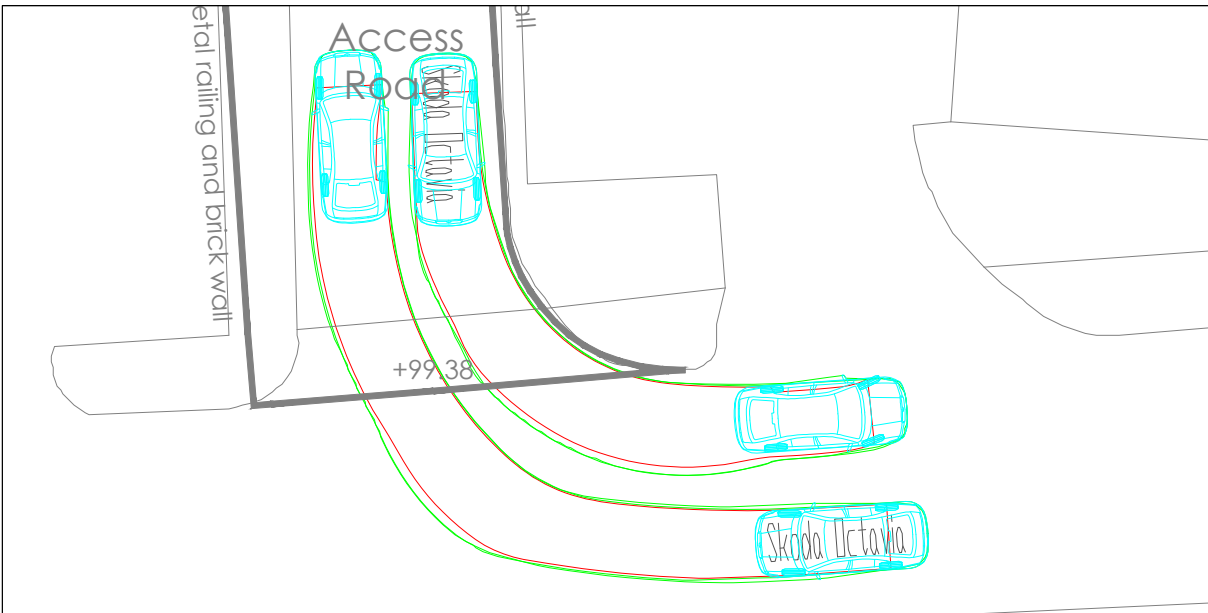
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Rev	Description	Date	By	Chkd
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Project Name BUZZ BINGO, BOLTON ROAD, BANBURY	Title CAR PARKING LAYOUT PLAN	<p>Paul Basham Associates Ltd Suite 4, Hitching Court, Backlands Way, Abingdon Business Park, Abingdon, OX14 1RG 01235 425460 info@paulbashamassociates.com www.paulbashamassociates.com</p>	Client 	Checked By HC	Checked Date 22.06.22	Scale 1:200 (AT A3 SIZE)
Project Phase PRELIMINARY				Drawn By JH	Drawn Date 16.06.22	Client Drawing No. -
						PBA Drawing No. 536.0037.007
						Revision -

Appendix B

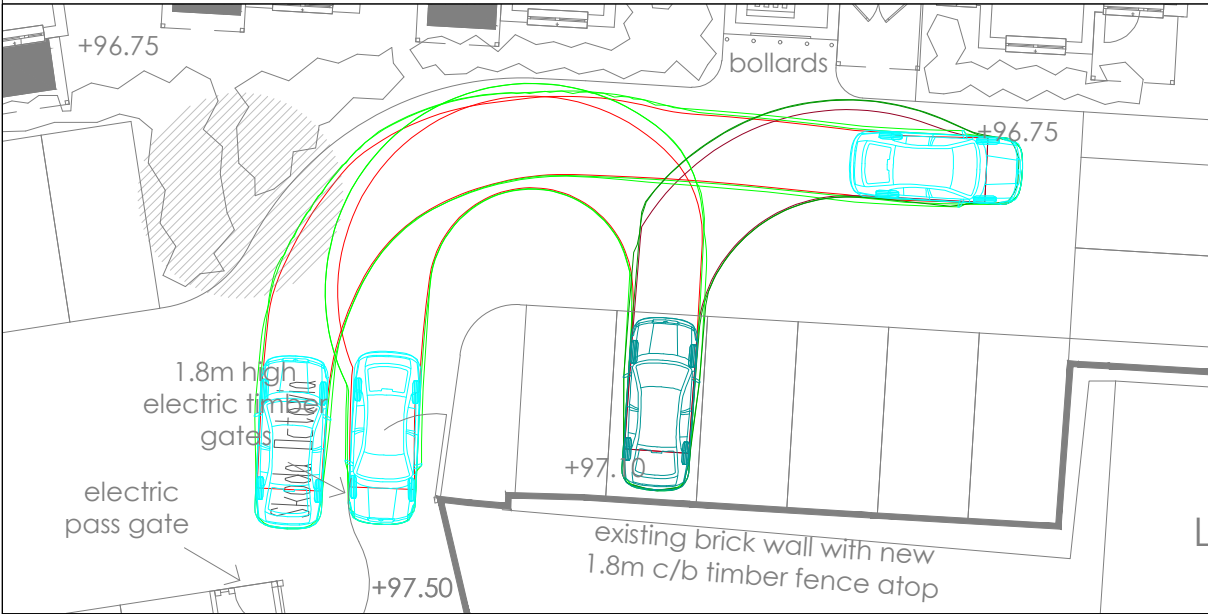


GENERAL NOTES

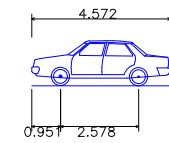
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VEHICLE ACCESS TRACKING

VEHICLE ACCESS TRACKING



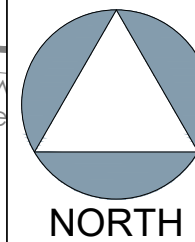
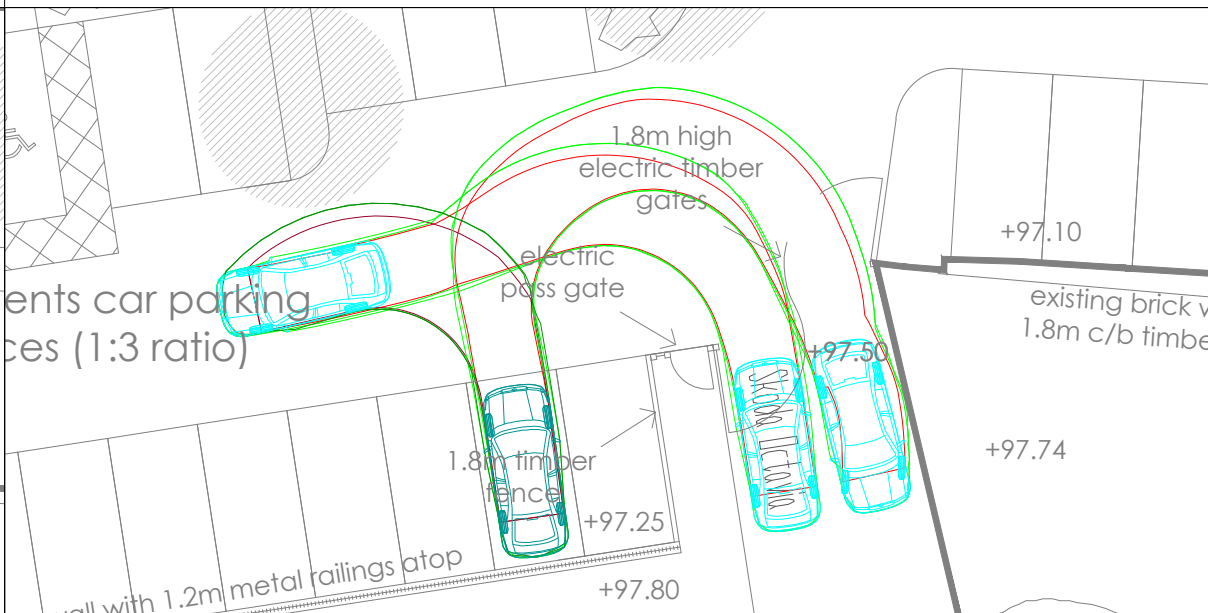
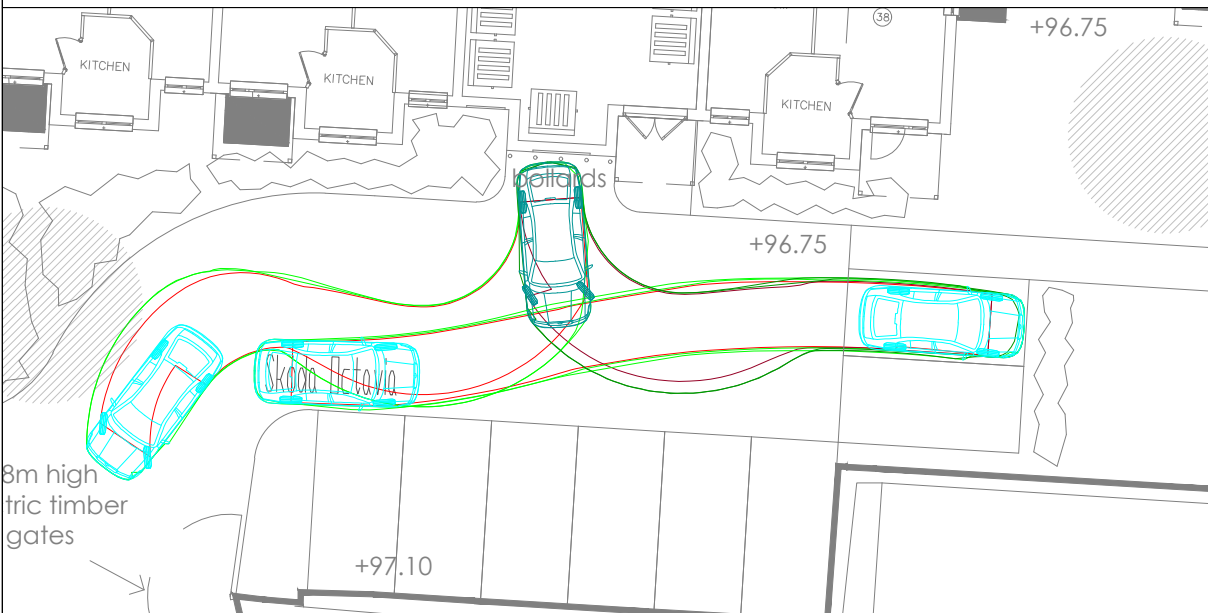
VEHICLE PROFILE



Skoda Octavia	4.572m
Overall Length	1.769m
Overall Width	1.488m
Overall Body Height	0.249m
Min Body Ground Clearance	1.713m
Max Track Width	4.00s
Lock to lock time	5.100m
Kerb to Kerb Turning Radius	

VEHICLE TRACKING 1

VEHICLE TRACKING 2



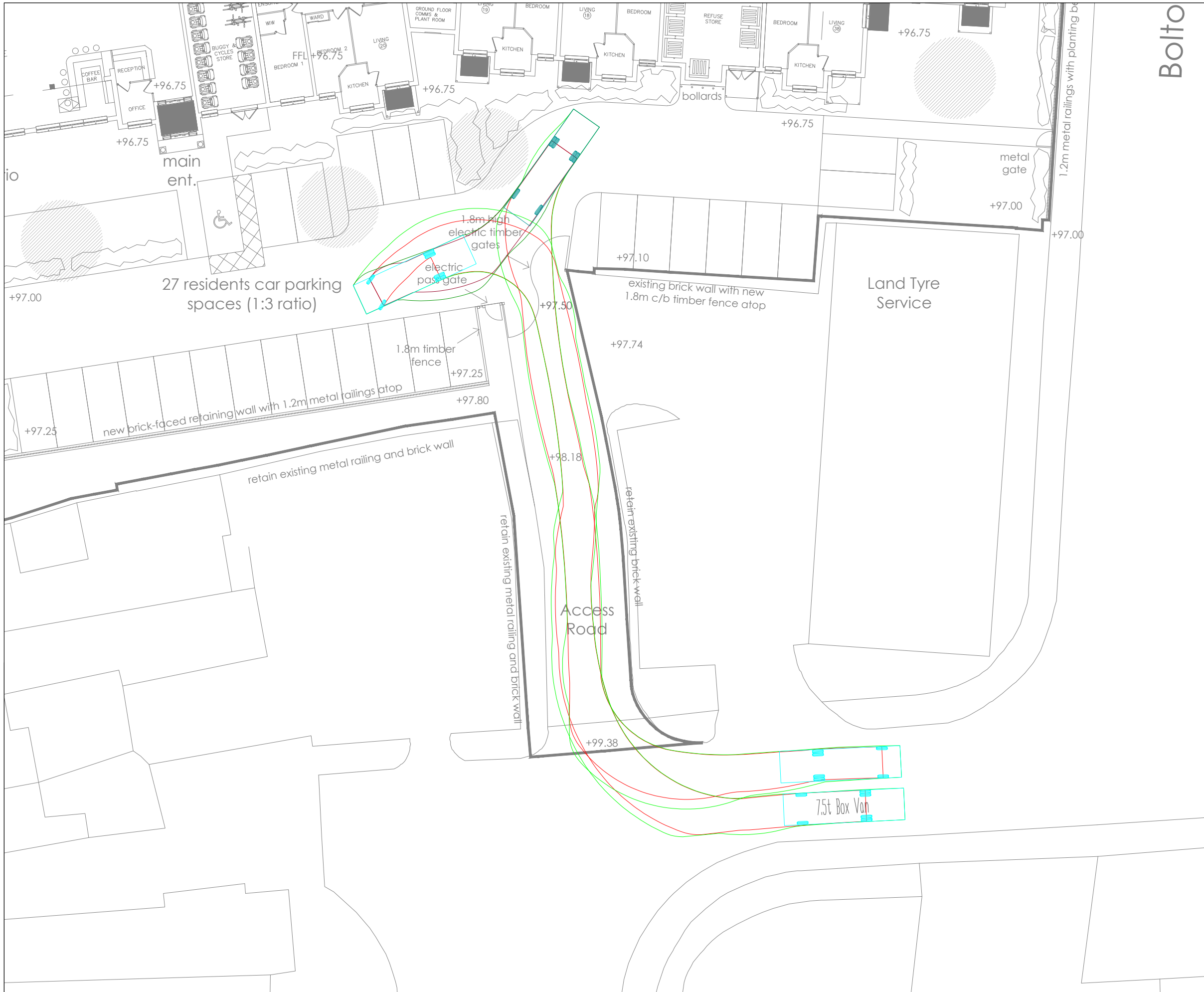
VEHICLE TRACKING 3

VEHICLE TRACKING 4

Rev	Description	Date	By	Chkd
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Project Name BUZZ BINGO, BOLTON ROAD, BANBURY	Title VEHICLE TRACKING DRAWING	<p>Paul Basham Associates Ltd Suite 4, Hitching Court, Blacklands Way, Abingdon Business Park, Abingdon, OX14 1RG 01235 425460 info@paulbashamassociates.com www.paulbashamassociates.com</p>	Client Churchill Retirement Living	Checked By HC	Checked Date 22.06.22	Scale 1:200	(AT A3 SIZE)		
Project Phase PRELIMINARY				Drawn By JH	Drawn Date 16.06.22	Client Drawing No. -	PBA Drawing No. 536.0037.008	Revision -	

Appendix C

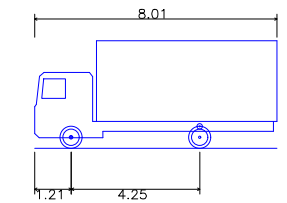


Bolto

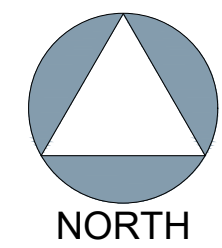
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VEHICLE PROFILE



7.5t Box Van	
Overall Length	8.010m
Overall Width	2.100m
Overall Body Height	3.556m
Min Body Ground Clearance	0.351m
Track Width	2.064m
Lock-to-lock time	4.00s
Curb to Curb Turning Radius	7.400m



Rev	Description	Date	By	Chkd
-	-	----	--	--

Project Name Buzz Bingo, Bolton Road Banbury	Title DELIVERY VEHICLE TRACKING	<p>Paul Basham Associates Ltd Suite 4, Hitching Court, Blacklands Way, Abingdon Business Park, Abingdon, OX14 1RG 01235 425460 info@paulbashamassociates.com www.paulbashamassociates.com</p>	Client 	Checked By HC	Checked Date 22.06.22	Scale 1:250	(AT A3 SIZE)		
Project Phase PRELIMINARY				Drawn By JH	Drawn Date 06.08.2021	Client Drawing No. -	PBA Drawing No. 536.0037.009	Revision -	

Appendix D

Jessica Harding

From: Harry Cross
Sent: 23 June 2022 09:12
To: Jessica Harding
Subject: FW: 21/04202/F, Former Buzz Bingo, Bolton Road, Banbury
Attachments: 536.0037.003 E.pdf; PLANNING - BANBURY - PA01 C - SITE PLAN.PDF

From: Harry Cross
Sent: 28 April 2022 10:48
To: Hagan, Francis - Communities <Francis.Hagan@Oxfordshire.gov.uk>
Subject: 21/04202/F, Former Buzz Bingo, Bolton Road, Banbury

Good morning Francis,

I have been forwarded your response to the above application, and I just wanted to try and clarify a few elements as we believe that we have covered off the majority of your queries, and that this was detailed within our applicants email to the case officer which I believe that you were copied in on. For clarity, I will respond to each of your points in turn from your latest response which I have highlighted in blue, with our response in red:

The Applicant has only submitted additional indicative plans covering the site, car and service vehicle tracking in response to our earlier transport response of 18/01/2022. This is clearly inadequate to address the transport comments and issues raised in our earlier response.

Regarding the vehicle swept paths drawings, the manoeuvres would be tight and just manageable within the parking area. We acknowledge receipt of the updated site plan ref no. PA01 C. which includes a hard standing in front of the Refuse store to accommodate car parking manoeuvres. That said, the revised drawing superimposed with the swept manoeuvres of Refuse vehicles to and from the designated collection point would be needed. Revised refuse tracking drawing is attached on the latest layout which shows this working, this should now be considered acceptable.

None of the submitted plans in support of this application shows EVCPs for any of the parking bays, neither designated parking space for Taxis, Ambulances, Refuse and Service vehicles etc. this should be addressed. In our view, because of the nature of the residential development, the single disabled parking bay is inadequate, additional disabled parking spaces would be required. Our applicant has stated that EV charging will be accepted via condition in the attached email. This should be satisfactory to address your queries in this regard. One disabled bay has been provided in this new layout which is in line with the standard provision at Churchill Retirement Living developments. A designated ambulance/taxi bay was considered, however the impact on landscaping was considered too great and upon balance and discussion with the case officer as well as the fact that only 2 taxis are anticipated to arrive and depart across the day (see modal split table below) then on balance, this is not considered necessary.

It is also noted that on details of cycle storage facilities have been submitted for consideration as requested- for example storage dimensions, spaces allocated to Residents, Staff and Visitors, and how the facility would be managed for all users etc. With regards to the request for details of generated development's multimodal trips data for the residents, staff, and visitors and anticipated, trip movements and staff shift patterns etc, the requested information has not been provided. Instead, a pie chart showing modal split percentages, has been submitted. Clarification of this matter is therefore required. Standard Sheffield stands have been included in the latest layout which would be of standard specification (i.e. 0.75m high, 0.75m long with a 1m distance between hoops). The spaces will be unallocated and managed by the Lodge Manger (the single member of staff on site) which should be sufficient detail considering the nature of the proposals. Cycle use is anticipated to be extremely low (as per the modal split pie chart attached which estimates 0.6% of trips, or 2 trips in total across the day would be made via cycles). The modal pie chart is a standard way of demonstrating modal split for the whole development (i.e. residents, staff and visitors), however for completeness please see the multi modal trip rate table which applies

numbers to the splits. Combine this with the trip rates already provided within the submitted TS and this should be considered more than sufficient for you to complete your assessment.

TRICS (V.7.8.4)	AM Peak (0800-0900)		PM Peak (1700-1800)		Total
	Arrivals	Departures	Arrivals	Departures	
Vehicle Trip Rate Per Room	0.07	0.076	0.076	0.057	2.338
Trip Generation (80 Rooms)	6	6	6	5	187
Taxi Trip Rate Per Room	0	0	0.006	0.006	0.048
Trip Generation (80 Rooms)	0	0	1	1	4
Public Service Vehicle Trip Rate Per Room	0	0	0	0	0.038
Trip Generation (80 Rooms)	0	0	0	0	3
Cycle Trip Rate Per Room	0	0	0	0	0.025
Trip Generation (80 Rooms)	0	0	0	0	2
Multi Modal Vehicle Occupants Per Room	0.089	0.114	0.101	0.076	3.028
Vehicle Occupation (80 Rooms)	7	9	8	6	242
Pedestrian Trip Rate Per Room	0.019	0.013	0.051	0.013	0.914
Trip Generation (80 Rooms)	2	1	4	1	73
Public Transport Passengers Per Room	0.013	0.006	0.032	0.019	0.392
Trip Generation (80 Rooms)	1	0	3	2	31

Also details of Offsite works, including suggested dropped kerbs requested in OCC'S response of 18/01/2022 has not been addressed. Additional information requested on the Travel Plan is also unavailable with the revised submitted documents. A travel plan statement has been submitted which accords with the guidance for Travel Plan Statements you have linked. Certain elements of the Travel Plan Statement are not known as the development has not been built yet, and the format of the statement will allow this to be updated over the course of the development life cycle (i.e. development date of opening, and details of Lodge Manager/TPC). We feel that a Travel Plan Statement is suitable for the proposed site use, but should further information in the form of a Full Travel Plan be required then can we suggest this be covered off via a condition as it really is just providing more detail to that which has already been provided. With regards to the off site works, we have reviewed the infrastructure and routes within the area, and believe that there is already adequate dropped kerb provision within the area to facilitate pedestrian movements to the amenities in the area. Could you please clarify what improvements you would want to see in addition to those already provided below? I have included a diagram that shows the desire lines and existing dropped kerb infrastructure which we would believe to be adequate to serve the future development considering the sustainable nature of the site.

Dropped Kerb Crossings



Pedestrian Desire Lines



The TDC Officer is therefore unable to advance the approval process for above application from the transport perspective because the Applicant has not dealt fully and satisfactorily with most of the comments in OCC's initial response. We therefore await the receipt of the Applicant's comments on the issues requiring attention in our first response before further comments.

Trust that is all understandable and goes some way to addressing your concerns, and I look forward to hearing your updated thoughts.

Kind Regards

Harry Cross
Principal Transport Planner
 BSc (Hons) MCIHT



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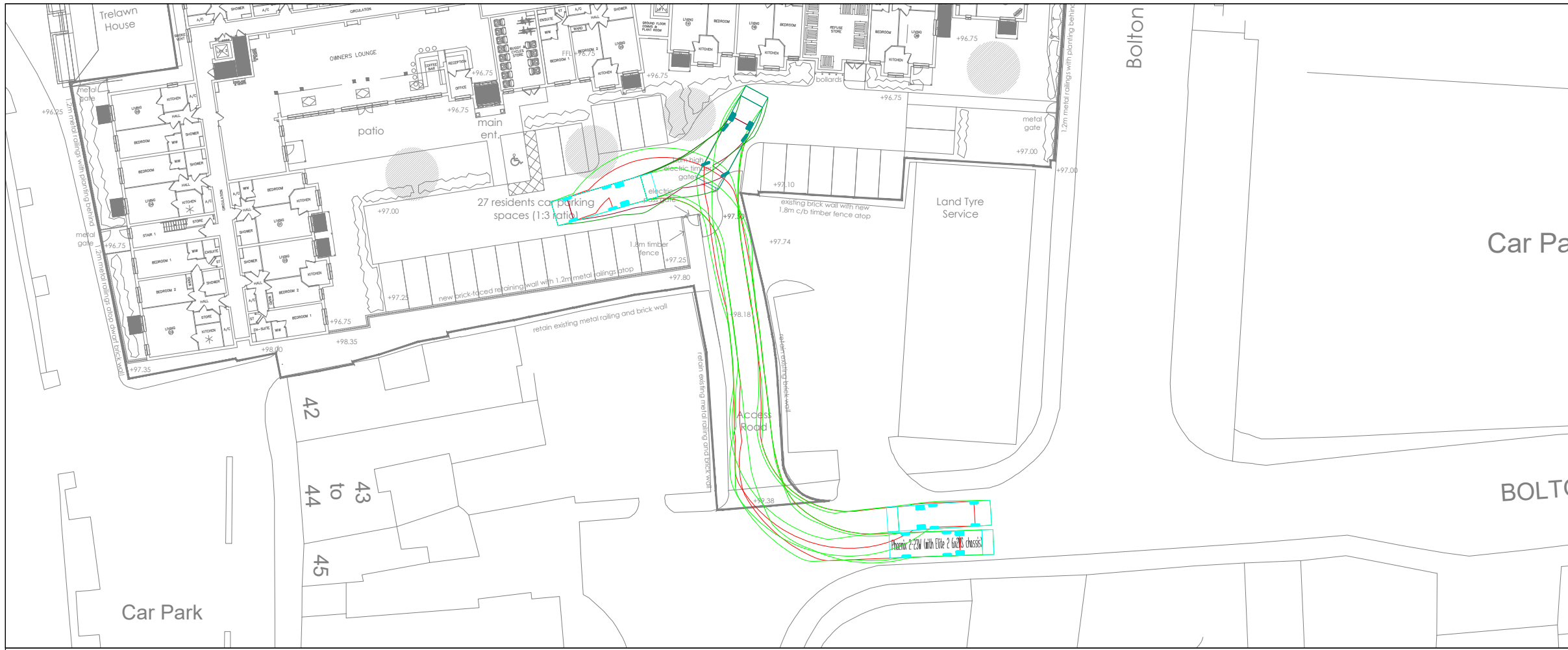
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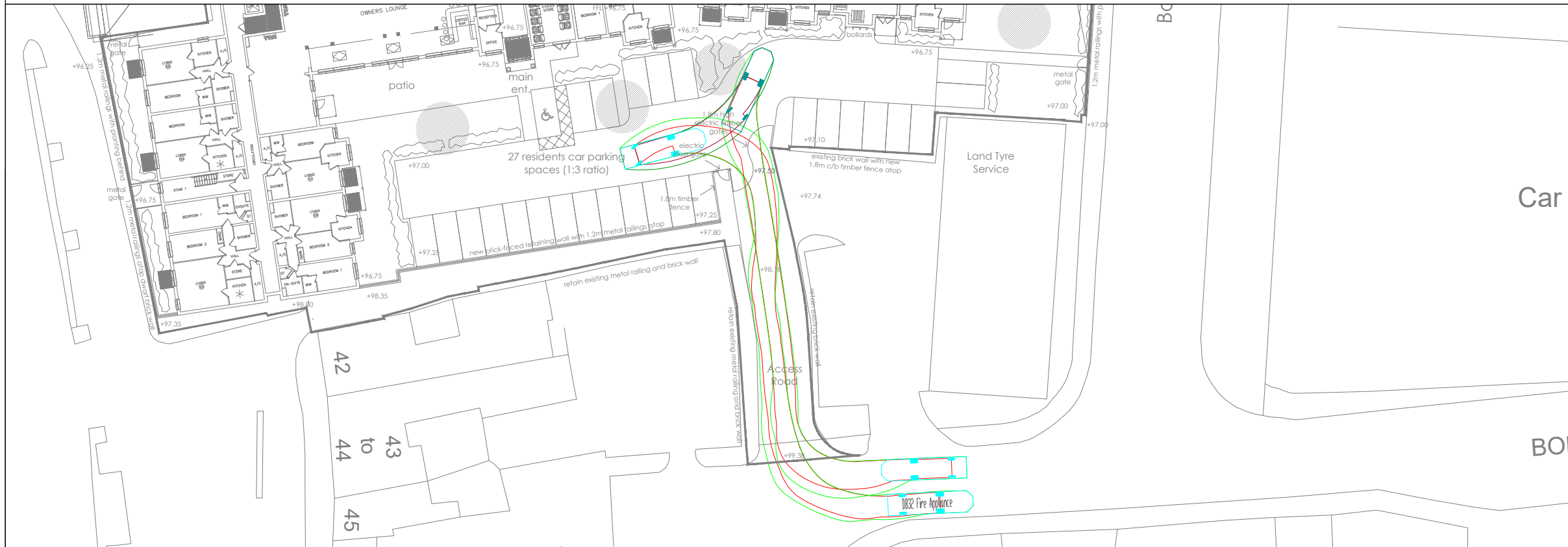
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Appendix E



REFUSE VEHICLE TRACKING

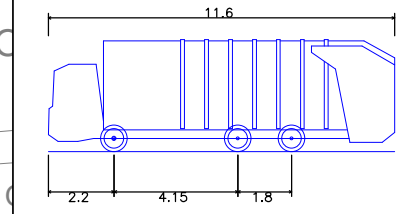


FIRE TENDER VEHICLE TRACKING

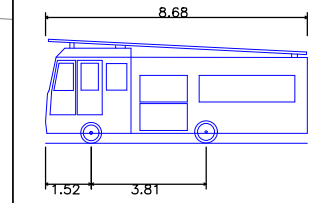
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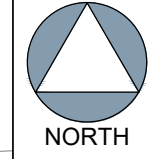
VEHICLE PROFILE



Oxfordshire County Council 11.6m Refuse Vehicle
 Overall Length 11.600m
 Overall Width 2.530m
 Overall Body Height 3.756m
 Min Body Ground Clearance 0.309m
 Track Width 2.530m
 Lock to lock time 4.00s
 Kerb to Kerb Turning Radius 9.450m



DB32 Fire Appliance
 Overall Length 8.680m
 Overall Width 2.180m
 Overall Body Height 3.452m
 Min Body Ground Clearance 0.337m
 Max Track Width 2.121m
 Lock to lock time 6.00s
 Kerb to Kerb Turning Radius 7.910m



Rev	Description	Date	By	Chkd
F	CLIENT COMMENTS	22.06.22	JH	HC
E	UPDATED SITE LAYOUT	27.04.22	HC	JR
D	UPDATED SITE LAYOUT	04.03.22	HC	JR
C	UPDATED SITE LAYOUT	07.12.21	JH	HC
B	UPDATED SITE LAYOUT	08.10.11	JH	HC
A	UPDATED SITE LAYOUT	11.10.21	JH	HC

Project Name
 Buzz Bingo, Bolton Road
 Banbury

Project Phase
 PRELIMINARY

Title
 SERVICE VEHICLE TRACKING DRAWINGS



Client
 Churchill Retirement Living

Checked By
 HC

Checked Date
 06.08.2021

Drawn By
 JH

Drawn Date
 06.08.2021

Scale
 1:500
 (AT A3 SIZE)

Client Drawing No.
 -

PBA Drawing No.
 536.0037.003

Revision
 F