

DESIGN & ACCESS STATEMENT

PROPOSED MIXED USE DEVELOPMENT

AT

FORMER POLICE STATION
8 QUEEN STREET
WHITTLESEY

FOR

WHITTLESEY TOWN COUNCIL

Job No. SE-929

April 2018

1.0 ABSTRACT

This Design and Access Statement supports the Full Planning Application for the proposed change of use from Sui Generis to B1 offices with public access, A2 Financial and Professional services, removal of garage door with the insertion of fire door and high level windows, return the flats to C3 Domestic use, rear extension to create ancillary accommodation to the council chambers within the rear yard of the property with flat roof with the insertion of a roof light.

The client is committed to a policy of good design and equality.

The aim of this report is to demonstrate how design and access have been considered and incorporated, explaining the design thinking behind the application. This design and access statement outlines the provisions made in the design of the site for inclusion and accessibility whilst achieving a high standard of design.

2.0 INTRODUCTION

This Design and Access Statement supports the Full Planning Application for the proposed change of use from Sui Generis to B1 offices with public access, A2 Financial and Professional services, removal of garage door with the insertion of fire door and high level windows, return the flats to C3 Domestic use, rear extension to create ancillary accommodation to the council chambers within the rear yard of the property with flat roof with the insertion of a roof light.

This statement should be read in conjunction with the survey and proposed drawings, heritage statement and initial bio-diversity report.

The buildings previous use was as the Whittlesey Town Police Station with offices and interview rooms located at first floor. Prior to this the upper floors to the North of the building (3 storey elements) were used for residential accommodation comprising of two number 3 bed flats with living accommodation and first floor and bedroom accommodation at second floor.

The existing building occupies the full width of the site with parking to the road frontage and rear yard spaces available. This proposal retains the existing parking arrangements and seeks to create a single storey flat roof extension and conversion of the former garage to create the Whittlesey Town Council chamber with associated facilities. With the exception the extension and minor amendments (such as relocating the platform lift and introduction of a door from the meeting room to the courtyard) the external appearance of the building remains unaltered.

This proposal should be considered as best use of the site and will ensure that an existing prominent building within the town continues to serve purpose for the local community and will not fall in to disrepair.

The site is located within Flood Zone 1 as defined on the Environment Agency's Flood Maps and local and national policy encourages development in these areas.

The site conforms to National Planning Policies along with the Fenland District Council Local Plan.

3.0 DESIGN

3.1 USE & AMOUNT

The buildings previous use was as the Whittlesey Town Police Station with offices and interview rooms located at first floor. Prior to this the upper floors to the North of the building (3 storey elements) were used for residential accommodation comprising of two number 3 bed flats with living accommodation and first floor and bedroom accommodation at second floor.

The proposal is to create a mixed-use development comprising of Town Council Offices, Council Chamber, Offices and two 3 bed flats. The proposed use classes are A2, B1 offices with public access, C3 and D1.

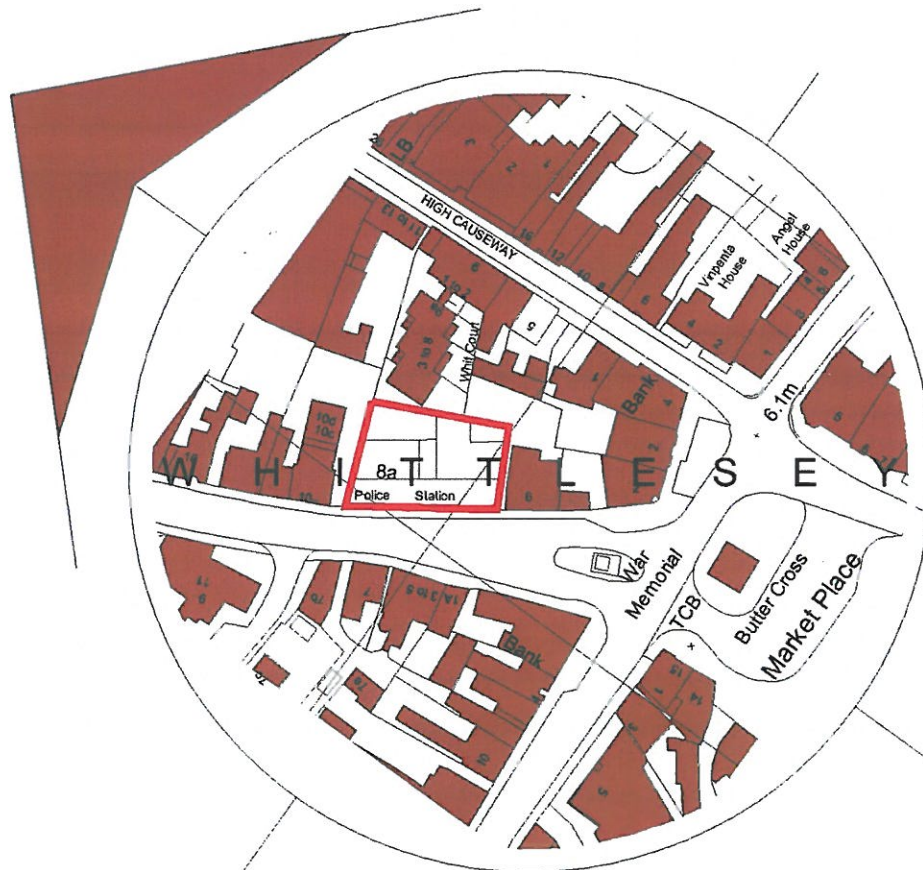


Figure 1: Location Plan

3.2 LAYOUT

The layout of this proposal has been largely governed by the existing building location and layout as well as the nature of the site and its surroundings.

The layout of the proposal is sympathetic to the building and its surroundings and returns the building to its former use and utilised an un-used area of yard and garage to create the council chamber.

Access to the offices is from the existing double doors and staircase with the intention for the office accommodation to be used by the Town Council and also available for commercial rent. The Council Chamber is accessed through the secure yard via a proposed foyer. The single storey extension along with the conversion of the existing garage allows for sufficient space to create the council chamber and ancillary accommodation for WCs and kitchenette.

The upper floors of the three-storey building are to be returned to use as C3 flats, which are accessed via the existing staircase and front door facing on to Queen Street. Access to the individual units is achieved through the communal hall and entrance doors at the first floor. At the entrance level of the flat is the living accommodation along with WC and private stair case to the second-floor bedrooms and bathroom.

Apart from the extension the existing external spaces will be retained as existing.

The proposed layout can be seen from the following figures.

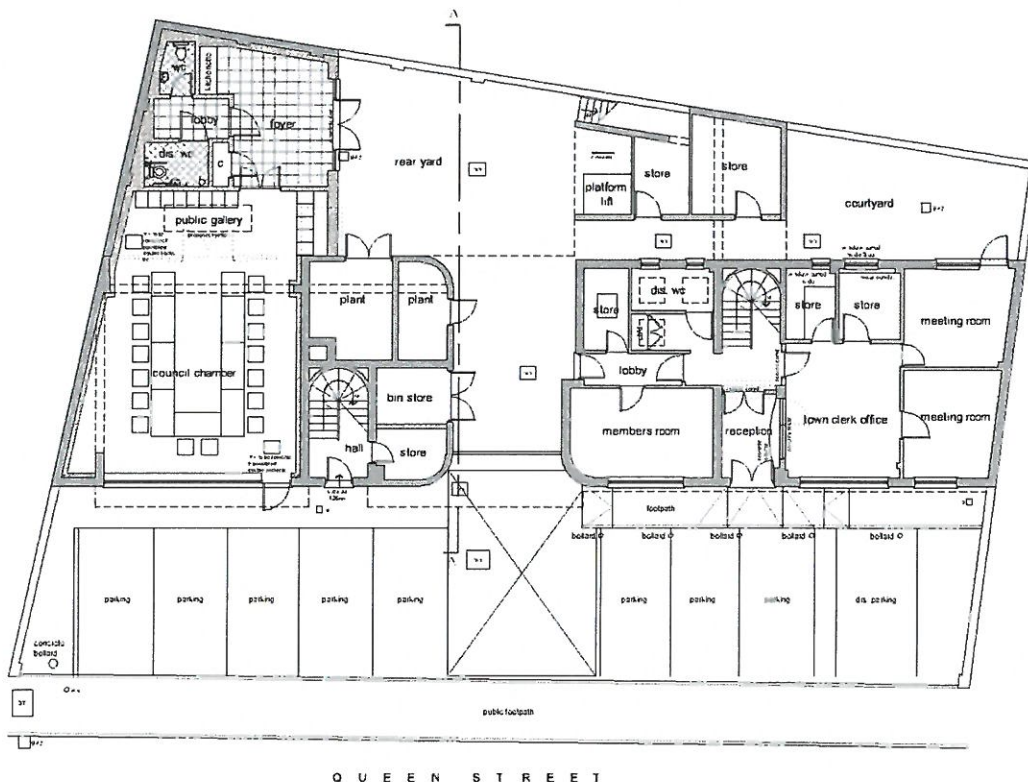


Figure 2: Ground Floor Plan
F-2.3.2.5

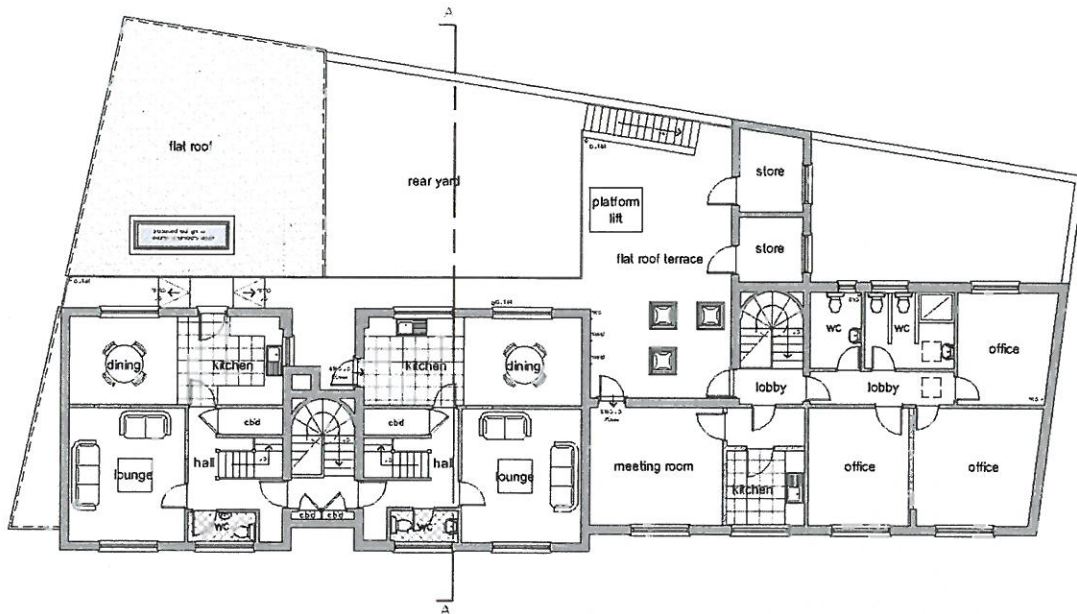


Figure 3: First Floor Plan

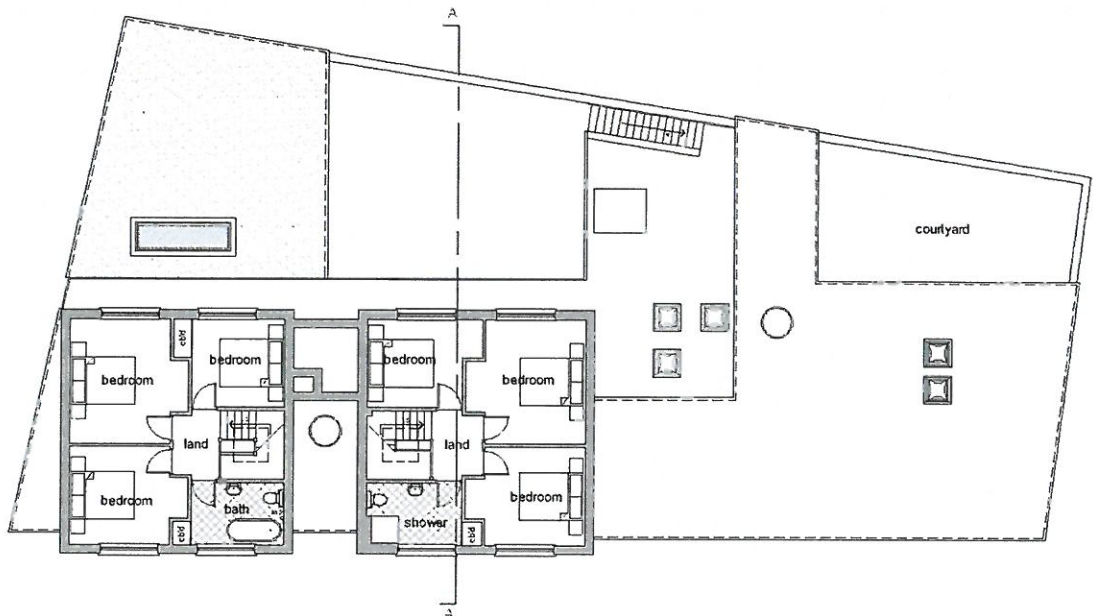


Figure 4: Second Floor Plan



Figure 5: Site Plan

3.3 SCALE

This proposal creates a single storey flat roof extension and conversion of the former garage to create the Whittlesey Town Council chamber with associated facilities. With the exception of the extension and minor amendments (such as relocating the platform lift and introduction of a door from the meeting room to the courtyard) the external appearance of the building remains unaltered.

As such, the scale of the proposal remains as existing and will not adversely impact on the street scene.

3.4 LANDSCAPE

The proposal retains the existing landscaping treatments.

3.5 APPEARANCE

The existing appearance of the building is to be retained. The garage door is to be partially block-up and finished with render to create a contrasting panel within the elevation. The single storey extension is to comprise of facing brickwork, white joinery and single ply flat roof to match existing.



Figure 6: Existing Photograph of 3 Storey Element



Figure 7: Existing Photograph of 2 Storey Element and Main Entrance

3.6 FLOOD RISK

The site is located within Flood Zone 1 as defined on the Environment Agency's Flood Maps and local and national policy encourages development in these areas.

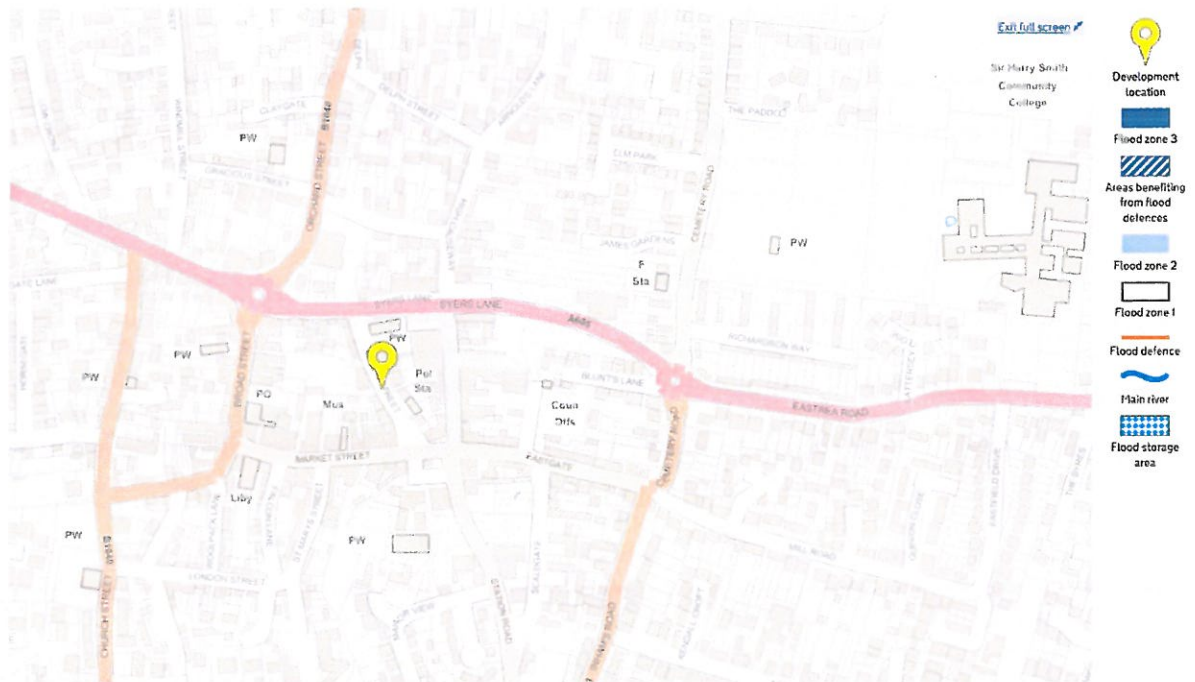


Figure 8: Environment Agency Flood Map

4.0 ACCESS

4.1 VEHICLE & TRANSPORT LINKS

The site benefits being in close proximity to major transport facilities and a number of public carparks which can be seen on the aerial image. The existing parking arrangements will be retained on-site.

Whittlesey has a regular bus service which runs at regular interval between Peterborough and Chatteris, in each direction. Nearby bus stops provide a service to Chatteris, March and Peterborough. There is also a train station in Whittlesey which has trains going through from March to Peterborough on a regular occurrence. Whittlesey has a regular bus service which runs at regular interval between Peterborough and Chatteris, in each direction.

By road, the towns of Stanground and March and the city of Peterborough are short distances away offering shops and services associated with larger market towns and cities.

These public amenities as well as many more are a short distance from the proposed site of development:

- Public Houses and Restaurants
- Public Open Spaces which have various social events throughout the year
- Doctor's surgery
- Primary School
- Secondary School
- Shops and garages
- Museum
- Library
- Leisure complex

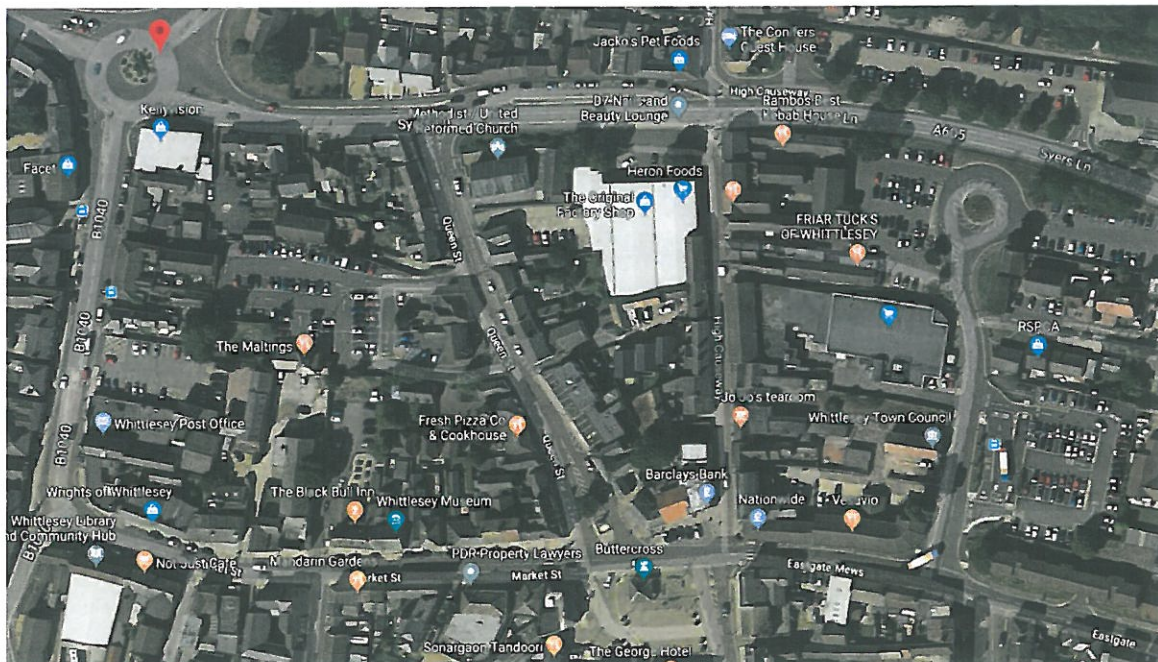


Figure 9: Existing Aerial Image

4.2 SITE ACCESS

The existing site access on to Queens Road will remain unaltered.

4.3 INCLUSIVE ACCESS

The topography of the site is generally level and will comply with Part 'M' of the Building Regulations.

Entrance doors with a level access threshold will allow access, whilst all new doors will allow access throughout the ground floor. There will be minimal changes in floor level on the ground floors allowing easy wheelchair access throughout.

In addition the intention is to relocate the existing platform lift to ensure wheelchair access can be achieved to the first floor level.

To Whom It May Concern

Policyholder:	N B Construction (Holdings) Limited and Nationwide Screeds Ltd
Policyholder Address:	Holly Manor, Lynn Road, Tilney All Saints, King's Lynn, PE34 4RT

We are Insurance Brokers for the above client and this letter provides a brief outline of their insurance details for the period shown.

Business Description:	Commercial and Residential Builders and Groundworkers
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Class of Insurance:	Employers' Liability
Insurer(s):	AXA Insurance UK plc
Policy Number:	NH CMC 6940652
Period of Insurance:	12 th September 2018 to 11 th September 2019
Indemnity Limit:	£10,000,000 any one occurrence

Class of Insurance:	Public Liability
Insurer(s):	AXA Insurance UK plc
Policy Number:	NH CMC 6940652
Period of Insurance:	12 th September 2018 to 11 th September 2019
Indemnity Limit:	£5,000,000 any one occurrence
Excess:	£500

Class of Insurance:	Excess Public Liability
Insurer(s):	Catlin Insurance Company (UK) via David Oliver Associates
Policy Number:	DOA/EXOL/SS3668711
Period of Insurance:	12 th September 2018 to 11 th September 2019
Indemnity Limit:	£5,000,000 any one occurrence <i>This level of cover acts as an Excess Layer over and above the £5,000,000 Primary Layer insured within the above-mentioned policy with AXA Insurance UK Plc</i>

Class of Insurance:	Contractors All Risks
Insurer(s):	AXA Insurance UK plc
Policy Number:	NH CMC 6940652
Period of Insurance:	12 th September 2018 to 11 th September 2019
Maximum Contract Price:	£3,400,000
Own Plant Sum Insured:	£750,000
Hired in Plant Any One Item Limit:	£100,000
Excess:	£500 increasing to £750 in respect of Theft or Malicious Acts

Class of Insurance:	Professional Indemnity
Insurer(s):	Prosure Solutions Limited via David Oliver Associates
Policy Number:	77702077
Period of Insurance:	5 th April 2018 to 4 th April 2019
Limit of Indemnity:	£5,000,000 any one occurrence
Excess:	£5,000

The policy cover shown above is subject to the full terms, conditions, exclusions and any specific warranties, endorsements of excesses applying. With the permission of the Policyholder, additional details can be supplied upon request.

The information given is a summary of cover in force at the time of writing and obviously cancellation or mid-term alterations can occur during the period of insurance. The current position can be confirmed upon request.

These statements have been made in good faith and we cannot accept any liability whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or for any loss, damage or expense thereby occasioned to any recipient of this letter.

Should any further information be required then please contact the office.

Yours faithfully,

DP.
A handwritten signature in black ink is written over a red circular stamp. The stamp contains the text 'ALAN BOSWELL INSURANCE BROKERS LIMITED' around the perimeter.

Sophie Gibson

Tel: 01603 214290

Email: sgibson@alanboswell.com

For and on behalf of Alan Boswell Insurance Brokers Limited

Date: Tuesday, 11 September 2018