

Sweet Express

Planning and Refurbishment at
Uxbridge Tube Station
High Street, Uxbridge UB8 1JZ

PAR-SE-001
Revision 3

Report Prepared For: Transport for London

Issue	Date	Reason for Issue	Prepared		Checked		Approved	
01	16.10.2023	For Comment	MN	10/23	AH	10/23	GMJ	10/23
02	28.01.2024	For Comment	MN	01/24	AH	01/24	GMJ	01/24
03	12.07.2024	Planning	MN	07/24	AH	07/24	GMJ	07/24

Sweet Express
PAR-SE-001
Revision 2

+44 (0)7427 980467
enquiry.plans@gmail.com

This document is a K2 Architecture confidential document; it may not be reproduced, stored in a retrieval system or transmitted in any form or by any means, electronic, photocopying, recording or otherwise disclosed in whole or in part to any third party without our express prior written consent. It should be used by you and the permitted discloses for the purpose for which it has been submitted and for no other.

Contents

1.	Introduction.....	4
2.	Outline Project Description.....	5
2.1	General.....	5
2.2	Building Areas.....	5
3.	Summary of Existing Services Installations	6
3.1	General.....	6
3.2	Mechanical Services	6
3.3	Electrical Services	6
4.	Summary of Existing Architectural Layout	7
4.1	General.....	7
4.2	Storage Area 1	7
4.3	Storage Area 2	7
4.4	Retail Area	7
4.5	Display Window.....	7
5.	Basis of Design.....	8
5.1	Building Envelope Performance.....	8
5.2	Mechanical Services	8
5.3	Electrical Services	9
6.	Proposed Refurbishment Retail Unit	10
6.1	General.....	10
6.2	Mechanical Installations	10
6.3	Architectural Design	10
6.4	Electrical Installations	10
6.5	Testing and Commissioning	11
7.	Appendix A – Concept Images	12
8.	Appendix B – Existing Images.....	14

Figures

Figure 1 – Ice cream and drinks display cabinets	12
Figure 2 – indicative shop frontage	12
Figure 3 – Completed shop with sale products	12
Figure 4 – Sandwich and drink storage refrigerate cabinets.....	12
Figure 5 – Proposed serving counter.....	13
Figure 6 – Proposed serving counter and confectionary shelving	13
Figure 7 – Existing front elevation from High Street	14
Figure 8 – Cigarette dispenser at front entrance/exit	14
Figure 9 – Listed Cigarette machine at side entrance.....	14
Figure 10 – Side entrance from Uxbridge station	14
Figure 11 – Interior roller shutter in the shop	15
Figure 12 – Cigarette display cabinet	15
Figure 13 – Electrical services in store area 2	15
Figure 14 – Electrical Services in store area 1.....	15
Figure 15 – Damaged timber coving detail to be removed.....	16
Figure 16 – Electrical services in store area 1.....	16
Figure 17 – Serving counter with timber coving above	16
Figure 18 – Listed Cigarette machine at the main entrance	16
Figure 19 – Cigarette machine at the main entrance	17
Figure 20 – Front entrance from High Street	17

Tables

Table 1 – Cigarette Machine Location	7
--	---

1. Introduction

This Outline Planning Report covers the Architectural design for the proposed refurbishment of the Sweet Express retail premises to facilitate the upgrade of the unit to a modern standard.

This document must be read in conjunction with Planning Drawing prepared by the Architectural Designer – K2 Architecture.

Note:

Where plant/space/sizes/capacities have been identified in this report, it should be noted that these will be subject to further analysis during detailed design.



View from the High Street showing the Principle Elevation

2. Outline Project Description

2.1 General

The retail unit is located along High Street is bounded by Uxbridge underground station. The retail unit is currently being used as a news agent and confectionary unit. It is proposed that this project will refurbish all the internal areas of the retail unit. Majority of the unit will be protected under the listed status. The intention is to undertake the entire refurbishment project whilst the business is shut down for the construction phase.

The scope of the refurbishment relates to circa 28.1m² of retail unit planning Use Class E and ancillary accommodation arranged over ground, totalling a combined NIA of 47m². It is proposed to refurbish the retail unit to incorporate the modern functions and operations that the tenant now requires the unit to facilitate in the current trend. The scheme has been developed by the architectural designer, which is largely focused on the most efficient way to incorporate all of the different functions into the retail unit to cater for the daily operations in a busy commuter environment whilst keeping in mind the wider impacts to the host building. The scheme has minimal or zero impact on the exterior appearance of the retail unit.

2.2 Building Areas

The existing mechanical and electrical services within the building are largely from the original installation with further services having been retrofitted throughout the building/retail unit life. Given the condition of the existing services installation and the extent of the proposed refurbishment, it is proposed that the majority of the mechanical and electrical services within the refurbished areas of the building are replaced as part of this project. Services that are fit for purpose will be retained where possible.

This document describes the architectural and engineering services associated with the refurbishment of the Sweet Express retail unit in Uxbridge Tube Station building. The architectural design and building services engineering strategy has been developed such that it addresses current legislation requirements and provides for the accommodation as indicated on the architectural designers drawings.

The following is a summary of the areas for the retail unit:

Existing Dimensions		
Description	NIA (m ²)	Total
Ground		
Store Area 1	7.7	
Store Area 2	6.36	
Display Area	2.61	
Cigarette m/c Access	1.42	
Retail Area Class E	28.1	
		Total
		47 m²

3.	Summary of Existing Services Installations	3.2.10	Dry Risers
3.1	General	3.2.11	Sprinklers
	<p>The mechanical and electrical services within the building were installed in circa 1960's with some retrofitting of services during various refurbishments and upgrades since then.</p> <p>Given the condition of the existing services installation and the extent of the proposed refurbishment, it is proposed that the entire installation of the mechanical and electrical services within the refurbished areas of the are replaced as part of this project. Services that are fit for purpose will be retained where possible.</p>	3.3	Electrical Services
3.2	Mechanical Services	3.3.1	Electricity Supply
	<p>The Sweet Express unit is provided with mechanical services described as follows:</p>	3.3.2	Low Voltage Distribution
3.2.1	Mains Water	3.3.3	Small Power
	<p>There are pipes protruding from the walls in the unit in the back of house areas that are capped. It is assumed these are not mains cold water supply to the unit. Therefore no existing incoming water mains exist serving the domestic services within the unit.</p>	3.3.4	Lighting Installation
3.2.2	Heating System	3.3.5	Emergency Lighting Installation
	<p>The retail unit is not heated by any form of heating installation.</p>	3.3.6	Fire Detection and Alarm System
3.2.3	Chilled Water or Refrigerant Based System	3.3.7	<p>The retail unit is not cooled by any form of comfort cooling installation.</p> <p>The retail areas small power supply is provided via surface mounted isolation device and the final circuits' installations supplies for Fridges, cleaners socket outlets, concealed external socket outlets, cores, CCTV and intruder alarm system.</p> <p>Lighting within main shop area are general compact fluorescent luminaires.</p> <p>General lighting for self-contained back of house and plant areas are controlled from conventional local switches.</p> <p>The genera lightings are not emergency version, but the standalone emergency lighting complete with self-controlled 3-hour battery pack are installed at safe passages.</p> <p>The fire detection and alarm system has been designed to comply with BS5839:Pt1, to give L2 coverage. The fire alarm system is manufactured by Siemens.</p> <p>An analogue addressable fire detection and alarm system comprising of automatic smoke detectors, manual call points, installed within the retail area.</p>
3.2.4	Ventilation Systems	3.3.8	
	<p>The retail unit is not provided with any form of ventilation installation</p>	3.3.9	
3.2.5	WC Ventilation	3.3.10	
	<p>The unit does not have any WCs.</p>	3.3.11	
3.2.6	Domestic Cold Water	3.3.12	
	<p>Not Expected.</p>	3.3.13	
3.2.7	Domestic Hot Water	3.3.14	
	<p>None present..</p>	3.3.15	
3.2.8	Foul Drainage	3.3.16	
	<p>None present</p>	3.3.17	
3.2.9	Automatic Controls	3.3.18	
	<p>None present.</p>	3.3.19	

4.

Summary of Existing Architectural Layout.

4.1

General

The architectural layout and interior fittings of the retail unit are dated and the majority of which are constructed from timber. There is a roller shutter on the interior of the shop but it does not provide protection from 'break ins' of the display window via the High Street. There are four listed Cigarette dispensing machine in the façade of the retail unit. The following table provides an overview of their locations:

Cigarette Dispenser Ref No	Location
CD-01	Left of the main entrance door
CD-02	Left of side entrance door
CD-03	Facing the pedestrian walkway to Uxbridge Station
CD-04	

Table 1 – Cigarette Machine Location

These Cigarette machines are in a poor state of repair and it seems no one in the recent history has attempted to restore these to working conditions or at the bare minimum clean these items that a key feature of Uxbridge Station. The intention of the client is to fully restore the Cigarette machines to their original condition. The machines will not be used for the original purpose, the idea is to use the restored machines to act as a focal points for the retail unit and heritage of whole Uxbridge Station complex. The objective of restoring the cigarette machines to retain and enhance the heritage asset which remain in Uxbridge Station. The restoration of the machines will seek to add discrete LED lighting behind the opaque lettering emphasising the cigarette machines as an integral part of the building.

Given the condition of the existing interior fitout installation and the extent of the upgrade works required. It is proposed that the entire installation of the interior fitout / architectural design within the refurbished areas are replaced as part of this project. Services that are fit for purpose will be retained where possible.

4.2

Storage Area 1

Contain the main incoming electrical services and electric meter including the old telephone line. It also used for the storage of the produce for sale. This area does not provide adequate storage due to the unusual shape of the room. For this reason the tenant requires this internal space to be reconfigured.

4.3

Storage Area 2

The store room is primarily used as a Back of House function and to some extent as a store for some select goods. There one electrical distribution boards on the party wall with Costa Coffee. This store room also at some point in the past provided access to rear of the Cigarette machines on the Uxbridge Station side, for the sole purpose of refilling and maintenance.

4.4

Retail Area

This space has the primary customer focused area, the goods are displayed in a variety of method. Some drinks are display a selection of oddly sized refrigerated glass fronted fridges. There is one ice cream freezer with a sliding glass front plus a deep freezer for the Ben and Jerry's ice cream tubs. All the remaining products are displays on a strange mixture of metal and wooden shelving at the serving counter and along the party wall with Costa Coffee. A wooden display cabinet which houses Tabacco paraphernalia which is of a vintage era. This cabinet will be kept in situ and the items within the cabinet will remain unchanged.

4.5

Display Window

The window facing the front elevation is currently vacant of any goods and services. The glazing is broken in a few places and is a hazard that could harm the members of public. The wooden frame is loose fitting and does not provide adequate displaying of goods.

5. Basis of Design

5.1 Building Envelope Performance

The existing building envelope is to be retained in its entirety, the large glazing units on the front and side elevations, will be repaired and refurbished to an original state. Where there is broken glazing this will be replaced, with identical thickness glass sheet. The original look will not change of the elevations.

5.2 Mechanical Services

The basis of design has been developed using the following documentation and relates to the refurbished areas only:

- British Standards, Codes of Practice and Building Regulations
- CIBSE Guides and Technical Memoranda
- Local and Statutory Authority Requirements
- Supply Authority Regulations

Temperature and Humidity

Outdoor Design Conditions:	CIBSE weather file for London Region
Air Conditioning Summer:	29°C db, 20°C wb
Air Conditioning Winter:	-4°C (saturated)
Frost Protection:	Plant protected to -5°C

Internal Design Conditions

Summer:	22°C ± 2°C db during occupied hours (Only applies to mechanically cooled areas)
Winter:	21°C ± 2°C db during occupied hours No humidity control
Toilets Summer:	Uncontrolled
Toilets Winter:	17°C db minimum
Stairwells and Circulation:	Heated only to 17°C db minimum. No humidity control

Plantrooms and Service Areas:

Heated only to 15°C db minimum

Occupancy

HVAC Design Density:

1 person per 8m² (net lettable area)

Casual Gains

Occupancy: 90 W/person (sensible)
60 W/person (latent)

Lighting: 10 W/m² (net lettable area)
Power 25 W/m² (net lettable area)

Ventilation Rates

Retail Outside Air: 10 l/s/person
Toilet Ventilation: 10 air changes per hour extract / 8 air changes per hour makeup
(Applies to new WC areas only)

Storage Areas:

1 air change per hour minimum

Infiltration

Offices Floors Summer: 1.0 air changes per hour
Offices Floors Winter: 0.50 air changes per hour

5.3 Electrical Services

The basis of design data has been taken from the following documentation and relates to the refurbished areas only::

- British Council for Offices: 2014 Best Practice in the Specification for Offices.
- British and European Standards and Codes of Practice
- Building Regulations.
- CIBSE Guides and Technical Memoranda.
- IEE Wiring Regulations 17th edition (BS7671).
- Local and Statutory Authority Requirements.
- UKPN standards.
- Fire Strategy Report

5.3.1 General Office Areas Base Power Provisions

Maximum load assessment for electrical connections are based on the following:

Lighting:	8 W/m ² (net lettable area)
Small Power:	25 W/m ² (net lettable area)

Power Diversities

Lighting:	0.9
Small Power:	0.8
Upgrade Allowance:	1.0
Mechanical Plant:	0.8

Fire Detection/Alarms

Category:	BS 5839 as existing
-----------	---------------------

5.3.2 General Retail Areas Illumination Levels

The lighting installations will be designed to achieve 300 - 500 lux average, maintained level of illumination on working plane to generally comply with the current edition of the CIBSE Code of Interior Lighting for Offices. The cavity reflectance will need to be controlled to achieve illuminance compliant with CIBSE LG7 2005 (Screen base tasks).

Cavity Reflectance::	Ceiling 80% / Walls 60% / Working Plane 35% (average)
Workstation Density:	1 per 10m ²
Luminance Limit:	1000Cd/m ² @ 65° cut-off angle
Uniformity Ratio:	Better than 3:1 across floor. Better than 0.8 over projected task area of 2m x 1m.
Unified Glare Rating	No greater than 19.
Working Plane:	750mm AFFL
Colour Temperature:	Cool White (4000K)
Colour Rendering Index:	RA 80-89

Illumination Levels - Other Areas

Generally, in accordance with CIBSE recommendations.

Toilets:	100 - 200 lux with enhanced lighting giving approximately 500 lux over vanity units
Shop floor	350 lux average
Stores:	150 lux
Reception:	200 lux average

6.	Proposed Refurbishment Retail Unit	6.2.5	Ventilation
6.1	General	6.2.6	WC Ventilation
	<p>The intent of the refurbishment is to reconfigure the existing building services and internal architectural design to provide an installation based upon the proposed layouts, that will facilitate a modern retail unit.</p>	6.2.7	<p>Not Expected. There is no proposed ventilation design provided to the retail unit.</p>
	<p>The following is an outline description of the proposed works. This should be read in conjunction with the drawings which describes the refurbishment works to each space in more detail.</p>	6.2.8	Domestic Hot and Cold Water
	<p>The main points that the proposal seeks to addressed will be:</p>	6.3	<p>There will be no domestic hot water system provided in the unit.</p>
	<ul style="list-style-type: none"> ➢ Security Risk – Broken glass on shop front and main entrance door, repair/refurb ➢ Fire Risk – the coving and partitions are of timber construction and pose a fire risk. The proposal seeks to reduce the amount of combustible material on site. ➢ Sale and Business – the layout is inefficient and does not maximise the use of the available space. ➢ Precedent Already Set – the surrounding retail units have been given full authority to redesign the interior of the retail unit to suit their shop's theme. 	6.2.9	Foul Drainage There will be no foul water drainage system provided in the unit.
	<p>All listed items on the exterior will be retained and/or refurbished. other items will be mitigated, all works are limited to internal areas only. The timber framed glazing will be renewed and repaired and cleaned where necessary and brought back to its original condition.</p>	6.4	Architectural Design
6.2	Mechanical Installations	6.4.1	Exterior Appearance
	Strip Out		<p>All existing glazing installations will remain unchanged, this approach is adopted to keep the whole appearance aligned to the original look and feel of the host building.</p>
	<p>As part of the refurbishment work, some of the existing, any redundant mechanical systems shall be stripped out and removed including should they be found during this phase.</p>		<p>Although other adjacent retail units have a modern design and provide enhanced security for the businesses. We are of the opinion a more aesthetic appearance that is in line with the original timber framed glazing theme is more suited to this retail unit. Therefore we proposed to keep the timber frame glazing.</p>
6.2.2	Mains Services Connections		<p>The existing shop signage will be retained in the current size and form – but cleaned and renewed. The content of the signage will be kept the same size. The tenant may seek to install new illuminated services behind the signage. The listed cigarette dispensers listed in Table 1 – Cigarette Machine Location will be carefully renovated / polished and brought back to their original condition. New LED lighting will be installed in the rear of the unit to make these original features of the shop stand out.</p>
	Not Expected		Interior Design
6.2.3	Heating System		<p>The interior design concept images are compiled in Appendix A. to ensure clarity in the proposal the majority of works are limited on the inside of the retail unit.</p>
	<p>The new heating will be provided by electrical emitters strategically located in the new internal design.</p>	6.4.2	Electrical Installations
6.2.4	Cooling	6.4.3	Strip Out
	<p>Not Expected. The scope of additional cooling is currently not in the scope of the new fit out.</p>		<p>As part of the strip out works as follows:</p>
			<p>All lighting and small power, CCTV intruder alarm within the cupboard and electrical distribution board.</p>

06

6.4.2 Fire Detection and Alarm System

Ceiling mounted smoke detectors stripped out and added to suit the new on floor layout.

The fire detection and alarm system will need to be reconfigured and commissioned.

6.5 Testing and Commissioning

All new and existing systems and equipment will be tested and commissioned to suit the new duty requirements and to provide a full set of commissioning data for incoming.

7. **Appendix A – Concept Images**



Figure 1 – Ice cream and drinks display cabinets



Figure 3 – Completed shop with sale products



Figure 2 – indicative shop frontage



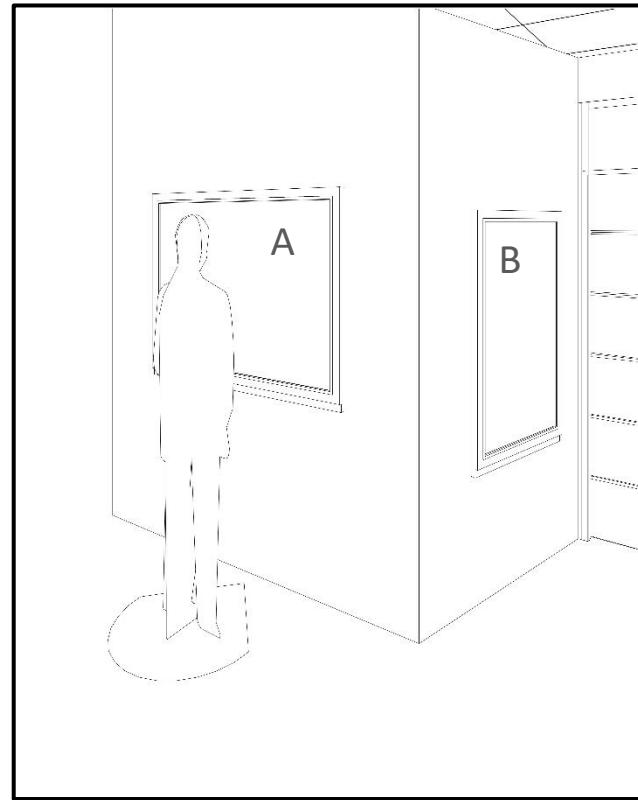
Figure 4 – Sandwich and drink storage refrigerate cabinets



Figure 5 – Proposed serving counter



Figure 6 – Proposed serving counter and confectionery shelving



A; Tube MAP POSETER

B: Cigarette Machine to be refurbished.

8. **Appendix B – Existing Images**



Figure 7 – Exiting front elevation from High Street



Figure 8 – Cigarette dispenser at front entrance/exit



Figure 9 – Listed Cigarette machine at side entrance



Figure 10 – Side entrance from Uxbridge station



Figure 11 – Interior roller shutter in the shop



Figure 12 – Cigarette display cabinet



Figure 13 – Electrical services in store area 2



Figure 14 – Electrical Services in store area 1



Figure 15 – Damaged timber coving detail to be removed



Figure 17 – Serving counter with timber coving above



Figure 16 – Electrical services in store area 1



Figure 18 – Listed Cigarette machine at the main entrance



Figure 19 – Cigarette machine at the main entrance



Figure 20 – Front entrance from High Street