
Design and Access Statement

In support of an application for full planning permission to the London Borough of Hillingdon

For the **erection of a new 4th floor extension to the existing building (being converted as a hotel) to accommodate a gym, admin offices & plant room.**

at **234 Bath Road, Harlington UB3 5AP – Heathrow Point West**

prepared for

**Nine Heathrow Ventures LTD
Melton House
65-67 Clarendon Road
Watford WD17 1DS**



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Appendices

Appendix A - Copies of drawings listed under Section 1.3 of this report.

1.0 INTRODUCTION

- 1.1 This statement is prepared in support of a full planning application for the erection of a new 4th floor extension to the existing building (being converted as a hotel) to accommodate a gym, admin offices & plant room.
- 1.2 This statement is prepared on behalf of the applicant, Nine Heathrow Ventures Ltd. Melton House 65-67 Clarendon Road Watford WD17 1DS which is the freehold owner of this property, by RDP Architects Limited 42 Bell Road Hounslow Middlesex TW3 3PB.
- 1.3 This statement should be read in conjunction with the following drawings and illustrations provided in support of this application:
- 909/RDP/P01: Location & Existing Site Plan
909/RDP/P02: Existing Third Floor Plan
909/RDP/P03: Proposed Fourth Floor plan
909/RDP/P04: Existing & Proposed North Elevations
909/RDP/P05: Existing & Proposed South Elevations
909/RDP/P06: Existing & Proposed West Elevations
909/RDP/P07: Existing & Proposed South Elevations
- 1.4 This application is a product of detailed examination of the scope of development of the area occupied by and adjoining the site undertaken by RDP Architects Limited on behalf of the applicant.

2.0 PROPOSAL

- 2.1 The proposed extension floor will have GIFA of 607 sqm metres
- 2.2 This floor will accommodate a gym for the guests, admin offices and a plant Melton House room.
- 2.3 The external areas of the site will not be affected. The vehicular and pedestrian access routes to the site, landscaping to the front and rear will remain unaltered.

3.0 LOCATION



STREET MAP



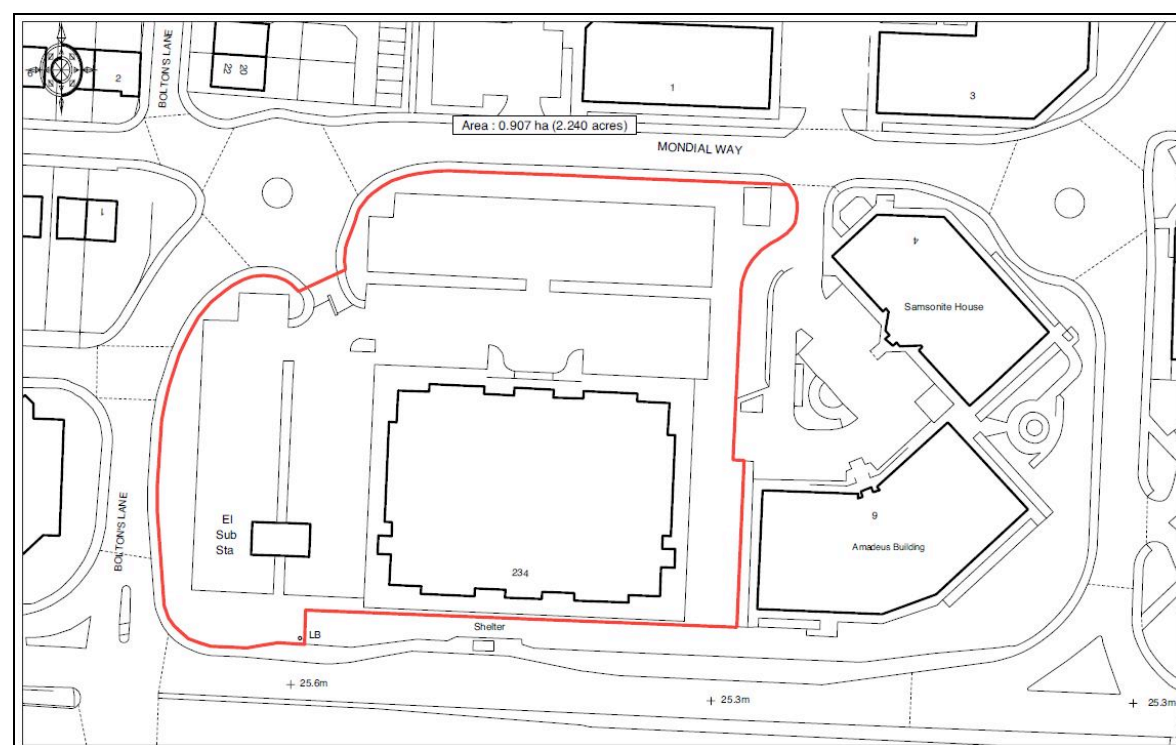
BIRD'S EYE VIEW

- 3.1 Heathrow Point West is situated on the North side of Bath Road (A4) adjacent to Heathrow Airport which is located approximately 0.25 miles to the south. The building is extremely well connected by road and rail. The M4 motorway (Junction 4) is approximately 2 miles to the north of the property providing excellent access to the M25 and the National Motorway Network. Bath Road has numerous local bus services with some providing free access to Heathrow Terminals. London Paddington can be reached in approximately 15 minutes via the Heathrow Express. The Piccadilly Line also provides a regular underground service to Central London.

4.0 SITE ANALYSIS

- 4.1 Heathrow Point West is a 55,000 sq ft office building located on Heathrow's Bath Road. Heathrow Point West is a three storey office building totaling approximately 54,840 sq ft NIA with 180 on-site parking spaces (1:305 sq ft net). The total site area is 0.9 hectares. This building has received planning consent in August 2015 to convert into a 159 bed hotel

- 4.2 The site is bounded on the north by Bath Road and separated by pedestrian foot path including a bus stop. It is bounded on the east by Amadeus Building and Samsonite House both offices. To the south is Mondial Way and on the other side of Mondial way are the office buildings. These building are sitting on a lower ground below the road level. To the west, the site is separated by Bolton's Lane and other side of the Bolton's lane are the offices which has now given permission to convert into flats.
- 4.3 Existing vehicle access is from Bolton's Lane and exit can be via Mondial Way
- 4.4 The site is not within a Conservation area or Green belt or Archaeological zone,



SITE PLAN

5.0 DESIGN STATEMENT

See Drawings of Proposed Scheme – 909/RDP/P01, 995/RDP/P02, 909/RDP/03, 905/RDP/P04, 909/RDP/P05, 995/RDP/P06, 995/RDP/P07,

5.1 Site planning and Access

The proposed scheme takes account of the existing site configuration and access arrangements. Means of access remains off Bolton's Lane off Bath Road. Boundary treatment on the Bath Road frontage incorporates trees and

landscaping to remain unaltered. To the east there is the turning head providing vehicular access to the service yard for deliveries and refuse collection.

5.2 Layout, Amount and Circulation

The extension provides additional floor space of 607.0 sqm GIFA to accommodate the gym, offices and plant room. The new structure is built within the existing roof void with design.

This extension increases the height of the building by 3.277 metres to the ridge height and 1.833 to eaves height.

We have been mindful of the appearance of this extension and have designed this to be in keeping with the existing elevation so this new extension blends in with the existing building.

6.0 SECURED BY DESIGN

- 6.1 The development shall incorporate measures to minimise the risk of crime and to meet the specific security needs of the site and the development. Details of security measures shall be submitted when the application is granted and required by the Local Planning Any security measures to be implemented will be in compliance with the standard necessary to achieve the 'Secured by Design' accreditation awarded by the Hillingdon Metropolitan Police Crime Prevention Design Adviser (CPDA)

7.0 ACCESS STATEMENT

7.1 Philosophy & Approach

Appropriate consideration has been given to the development of the design bearing in mind the access issue from the inception of the scheme. The site and the building will be accessible for people with or without any disability i.e., accessible for all and inclusive design.

The design and access statement considers a general approach to access issues for the hotel in relation to the provision of adequate disabled access and transport links with the surrounding area; approaches to and around the site; the entering and exiting of the building; circulation routes within the development; the provision of adequate facilities within the development and the provision of clear and legible signage to assist way finding and potential evacuation

- 7.2 Signs, incorporating a representation of the Universal Wheelchair Symbol, should be displayed to indicate the location of convenient facilities to meet the needs of people with disabilities. Such sign plates should identify or advertise accessible entrances to buildings, reserved parking spaces, accessible lifts and lavatory accommodation, manageable routes through buildings and availability of additional services. Signs for direction and location should have large characters or numerals and clearly contrast with the background colour.
- 7.3 The proposed hotel will be fully DDA compliant and that access standards in this development will be commensurate with current standards, specifically Part M of the Building Regulations. From the outset, the design and access statement should demonstrate that at least 10% of the bedrooms will be DDA compliant in terms of wheelchair accessible bedrooms. Of these at least, 5% of all rooms should be fully accessible, i.e. equipped with all fittings necessary to facilitate use by people with limited mobility. These rooms should be provided with fully accessible bathrooms and inter-connecting doors to twin rooms, to accommodate carers. The other 5% will be standard accessible rooms, suitable for wheelchair circulation and including an ensuite wet room. These rooms will also be provided with inter-connecting doors, in order to accommodate carers of disabled guests or larger families. In addition to the above, a further 5% of all rooms will be standard rooms with interconnecting doors to twin rooms, suitable for families, the elderly and guests with limited mobility
- 7.4 Key Access solutions of the Design
- Approach to site with textured surfaces for visually impaired
 - Approach to the building well lit and free from obstructions
 - Approach to individual rooms well lit
 - Movement within the building with wide corridors and wide doors
 - Ramped access where required for wheel chair access
 - Use of Mobility thresholds to all doors
 - Well lit external communal areas
 - Well lit internal communal areas
 - Access to Refuse and recycling area on site with drop kerb
- 7.5 Advice and consultation
- Sources
 - Approved Documents Part M -2004
 - British Standards 8300 -2001
 - Disability rights Commission: Access statement – Guide

Measures will be taken to ensure this information is made available to building occupiers. On completion of the work this statement will form part of the Building Manual to be handed to each occupant together with other relevant information about the project.

7.6 Car parking and drop off

Car parking is provided at the ground levels. A total of 27 wheelchair accessible parking bays will be provided. The bays will follow the recommendations of BS8300 section 4.2.3 with respect to size and transfer space and will be clearly signed as for use by disabled drivers/passengers Drop off is provided in front of the main existing building where the main check in counter is located. This will be provided with a drop kerb and will be clearly indicated and delineated.

7.7 Entrances

Principal building entrances at street level, together with external access on to terraces at first floor, will be provided with level thresholds. Disabled guests will have full access to the same entrances as able bodied guests without having to use pass doors.

Principal guest entrances will be fitted with automatic sliding doors. Revolving doors are not proposed. Entrance lobbies will comply with or exceed the requirements of BS8300 figure 10. Clear widths for entrance doors will satisfy the requirements of section 6.4.3 of BS8300.

A separate staff entrance is provided at the eastern end of the building. Wheelchair using staff members arriving by public transport, ie bus, or being dropped off by car, will use the vehicle drop off or bus stop at Bath Road level and will enter the building via the main public entrance. Wheelchair using staff members with their own cars will have allocated accessible parking bays at car park.

7.8 Horizontal circulation

Individual floors will be constant with no changes in level across their length and therefore no requirement for the provision of internal steps and ramps other than at changes in floor levels.

Corridors at the upper guest room floors are 1500mm wide, increasing to 2300mm where bedroom doors are paired in recesses on the opposite sides of the corridor. This enables housekeeper's trolleys etc. to be parked adjacent to bedroom doors without obstructing the corridor. Elsewhere corridors will not be less than 1800mm wide.

New internal doors across corridors and other internal circulation areas, or providing access to guestrooms and other occupied spaces, will comply with the requirements of Building Regulations AD M and BS 8300 7.2.5 and 7.2.6, including: The opening force of manually operated doors will endeavour to be no more 20N, 30N max.; The effective clearance of all such doors will be as table 2

of BS8300;

Manual doors will have furniture which is easy to grip and if lever handles are required, they will be capable of being operated with a closed fist in a single operation;

A minimum 300mm clearance will be provided adjacent to the leading edge of all door leaves on the 'pull' side of the door; Doors will be substantially glazed or will have vision panels as figure 13 of BS 8300, with suitable contrasting manifestation where appropriate at two levels;

Doors will be clearly identifiable by contrasting in colour and luminance with adjacent areas of wall surface; and Where doors are being held open or are not fitted with self-closers; contrasting colours will be applied to the leading edge of the door leaf to mitigate risks of accidental collisions.

For ease of circulation doors across guest room corridors, at the entrance to lobbies to guest lifts and in principal public areas will be held open on magnetic devices, linked to the automatic fire detection system such that these doors will automatically close on activation of the fire alarm and detection system.

7.9 Vertical circulation

Lifts are to be provided as follows:

Two guest passenger lifts within a single core from ground level to guest room level 3rd floor); and One staff passenger lift from ground level to all floors have been provided in the building. There is a platform at the end of the sky walk to the main hotel building to accommodate the change in level for the wheel chair bound guests.

One of the guest lifts and the staff lift will be of evacuation standard and will comply with BS 8300 section 8.3 and BS 9999 Annex G. In addition, disabled refuges will be provided as BS 9999 Annex G at all appropriate floor levels.

The new stairs in the new buildings will comply with guidance and requirements of Building Regulation AD M 3.50, 3.51, 3.54 and 3.55 and BS8300, including:

Clear landings that comfortably exceed 1200mm clear of any doors swing to the top and bottom of each flight; Risers that are consistent and generally between 150 and 170mm high and not less than 280mm wide and that are of a profile that avoids being a trip hazard; Permanent non-slip contrasting nosings to both the tread and riser edge; Flights that do not exceed 12 risers;

Widths of between walls and strings of at least 1200mm and not less than 1000mm between handrails; Continuous, contrasting handrails to each side of each flight at 900mm above the pitch of the stair; Guarding to landings at 1.1m high that prevent climbing.

7.10 Bathroom Provision

In addition to appropriate sanitary provision within the disabled guest rooms in compliance with Approved Document Part M. Emergency call alarms will also be

installed in all accessible guest rooms. The position of these alarms will be determined in accordance with the requirements of BS 8300. This includes suitably siting reset buttons so they can be reached and activated if the alarm is accidentally triggered.

7.11 Glazing

Glazing in buildings presents two principal hazards:

Risk of collision with any glass door or panel which is not clearly identifiable in relation to its presence or location; Glass and reflective surfaces which create glare and as a consequence cause disorientation and discomfort, particularly to visually impaired people.

The proposed new building has a number of extensively glazed areas. In order to limit the above risks, manifestation will be provided to vulnerable glazing at two levels as described in AD M 2.24. The position of the manifestation bands will be between 850 and 1000mm, and between 1400 and 1600mm above finished floor level.

7.12 Light and tonal contrast

Care will be taken in developing the interior design of the new building. Previous sections have highlighted specific issues, but in general the following will be borne in mind:

Visual contrast between wall and floor finishes (skirtings will generally match wall surfaces unless they are formed from the flooring material for practical or maintenance reasons);

Visual contrast between doors and walls with door furniture contrasting with the door (15 point minimum); The avoidance of high gloss surfaces that might lead to glare issues;

The provision of good lighting to key areas to assist visually impaired people;

Colour tonal contrast of a minimum of 30 points difference in light reflectance values of adjacent surfaces is to be achieved, though this may be feasibly reduced to 20 points where luminance is of over 200 lux is to be achieved.

Particular consideration will be given to all floor finishes. The following are considered unsuitable:

High gloss surface finishes;

Large repeating patterns;

Slippery surfaces or surfaces that give the impression they are wet;

Generally floor finishes will be specified with surface slip resistances appropriate to their location and use with particular care taken in wet and catering areas.

7.13 Signage

Good signage can contribute significantly to enhancing the inclusive nature of the hotel. In developing the design of the signage and way finding, consideration will be given to:

The design and location of signs;

How easy it is to identify differences between signs in terms of their style, colour and size;

The design of prominent landmarks for guests and visitors to recognise;

The amount of visual clutter detracting from, or obscuring entrances, route ways, place of arrival and signs.

Signage will be legible and of a suitable size. Consideration will be given to contrast between lettering and background and the surface (if any) the sign is to be mounted on. Recent guidance now provided in BS 8300 advises a 70 point contrast in LRV.

Signs need to be short, simple and easily understood. Words will start with a capital letter followed by all other letter in lower case.

Generally; Door identification will be set at 1200mm above finished floor level;

Where appropriate, signage will be tactile, incorporating embossed (not engraved) letters in a sans serif type face with a depth of 1.25mm;

Where reachable and applicable (eg. door numbers) consideration will be given to the provision of information in Braille on signs subject to discussions with regard to need and benefit;

Where applicable, information on signs will be complemented by recognised symbols or pictorial information; Signage will have a mat finish to avoid/minimize glare.

7.14 Building services controls and switches

Throughout Building Regulations AD M and BS 8300 there is guidance on the height and location of key controls and switches, such as door entry systems. Consideration will be given to these requirements.

The layout and provision of electrical, telephone socket outlets, switches etc. will meet the guidance contained in AD M 4.30, and will consider:

Ease of operation by people by limited dexterity;

Visibility and clarity for visually impaired people, particularly in situations such as accessible toilets;

The heights at which switches, sockets etc. are mounted;

Location clear of obstructions such as furniture which may restrict the use of pull chords for emergency alarm systems, eg such as those provided for accessible WCs.

7.15 Means of escape in case of fire

As part of improving access, especially in respect of vertical circulation, it is vital

that consideration is also given to the suitable provision of effective means of escape for disabled people. This is not specifically limited to those with mobility issues – it includes those with hearing or visual impairments that may prevent them hearing alarms or seeing directions towards an escape.

Whilst wheelchair refuges and evacuation lifts are indicated on all appropriate floor levels of the new building, emergency evacuation procedures for disabled people will need to be developed. Assisted egress will be required for all disabled people, whether guests, visitors or staff. As such, the training of staff will be required to assist people in an emergency situation.

Management procedures will be developed by the hotel operator so that Personal Emergency Evacuation Plans (PEEPs) are produced and in place for all disabled members of staff and guests. There will be a clear management process, developed by the hotel operator, to assist with the evacuation of all occupants (including disabled occupants), which should link in with practical passive fire precaution measures, including the effective use of refuges.

It is also suggested that flashing beacons be fitted where it is reasonable to anticipate that people with hearing difficulties may be on their own. In theory this could be anywhere but generally it is accepted that this will apply in reality to accessible guest rooms, toilets and changing facilities. In practice it may be difficult to install these in every guest room and each toilet cubicle so a search strategy may be adopted as part of the management plan to compensate.

Care will be taken when specifying flashing beacons as some can include seizures in people with epilepsy. A pulse rate of not more than 30/second is recommended.

8.0 PARKING / TRAFFIC

8.1 The site is bounded to the south by the A4 Bath Road which forms part of the Transport for London Road Network (TLRN) and the London Cycle Network (LCN). Vehicular and pedestrian access to the site is achieved to the west of the front of the main building via Heathrow Boulevard. Due to close proximity to the Airport this site is well served by buses. & services are within an acceptable walking distance of which 3 (105, 111, 140) are 24-hour. The closest London Underground stations, Hatton Cross and Heathrow Terminals 1, 2 and 3 (Piccadilly Line) are well beyond an acceptable walking distance from the site. Correspondingly, the Public Transport

8.2 Accessibility Level (PTAL) of the site is 4 (on a scale where 6 is high and 1 is low). The site has provision for off street parking, cycle stand, motorbikes, taxis, coaches and pedestrian footways within the site. the

- 8.3 The Council's current car parking standards equates to a maximum of one space per five bedrooms plus one space per 50m² of dining and function rooms. 10% of spaces must be designed for use by disabled persons. Policy 6.13 of the London Plan also requires 1 in 5 parking spaces to be served by an electric charging point.
- 8.4 The Council's current cycle parking standards equates to a minimum of one space per 20 bedrooms and one space per three staff.
- 8.5 The existing site provides 63 car parking spaces (53 spaces for 266 rooms & 10 for for dining & function) , 4 Coach parking 5 Taxi stands, 44 Cycle stand, 14 Motorbikes spaces, 28 Electric vehicle charging points & 27 bays for disabled persons.
- 8.6 A transport assessment report is being submitted in support of this application

9.0 ENERGY STATEMENT

The Proposed development will meet the carbon targets as set out in the 5.2 in London Plan FALP (March 2015) Minimising Carbon Dioxide Emissions

The energy strategy prioritises energy efficiency through a highly insulated thermal envelope, use of LED lighting and mechanical ventilation with heat recovery. Space and hot water heating will be supplied from a communal heating system that is fed by a single gas fired combined heat and power (CHP) engine and peak load / high efficiency low NOx gas fired boilers. Renewable energy will be supplied from photovoltaic panels will be installed on the roof of the development to provide renewable electricity to the site, helping to offset the need for grid supplied electricity.

The predicted carbon emissions performance of the development will be tested using government approved software, to demonstrate compliance with regulatory and planning targets including:

1. The regulated CO2 emissions of the development after taking into account energy efficiency alone should be below 40% those of a building regulation Part L 2013 compliant development
2. The regulated CO2 emissions of the development, after taking into account energy efficiency, use of combined heat and power (CHP) and renewable technologies (PV) is 35% below that of a Part L 2013 of the Building Regulations compliant.

3. In terms of water use, to minimise water This would be achieved by detailed specification and water efficient and water efficient fittings, water recycling systems and appliances and as necessary,

10.0 PLANNING ASSESSMENT

- 10.1 The proposal has been assessed under the following national and local policies: and we believe satisfies
National Planning Policy Framework (27 March 2012)
The London Plan FALP March 2015
Core Strategy and the Hillingdon's Local Plan

11.0 CONCLUSION

- 11.1 The principle of providing additional facilities for the guests at the site is logical. Heathrow is one of the world's leading international airports serving a World City where the provision of accommodation for visitors is supported due to the economic benefits generated
- 11.2 This proposal adds value to the existing accommodation and makes a high quality, accessible and inclusive development which employs sustainable design and construction.
- 11.3 The proposal provides the gym which is a part of well being
- 11.4 The proposal will not cause any detrimental harm to the neighbouring properties or the environment.
- 11.5 Creates employment for over 50 people
- 11.6 It is considered that the proposal accords with the provisions of the Hillingdon's planning policies / local plan and, subject to appropriate planning conditions, this application should be considered favourably

12.0 Limitations

This report is prepared for Nine Heathrow Ventures LTD Melton House 65-67 Clarendon Road Watford WD17 1DS. It is provided for the stated purpose and sole use of the named Client. It is confidential to the Client and his/her professional advisers. Neither the whole, nor any part of this report, or any reference to it may be made available to any third party. It has been prepared with skill, care and diligence reasonably to be accepted of a competent Architect's practice, but accepts no responsibility whatsoever to any other person than the Client. Any such person relies upon the report at his /her own risk.

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In making our enquiry the following assumptions have been made unless otherwise stated:

It is assumed that the site is not subject to any unusual or especially onerous restrictions, encumbrances, covenants that may be found in the title deeds. No account has been taken in respect of soil condition, landfill, contamination etc.