

Design and Access Statement

Planning Application

Grade II Listed Building



50 Windsor Street, Uxbridge UB8

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SEPARATE DOCUMENTS

- 1** CIL Form

1. Introduction

- 1.1 The design and access statement has been prepared in support of the Planning Application with the following principle elements:
- 1.1.1 Alterations to retail unit on ground floor
 - 1.1.2 Proposed new single storey rear extension to accommodate storage
 - 1.1.3 New metal stair to upper floors from rear
 - 1.1.4 New roof terrace on first floor
 - 1.1.5 Internal alterations on the first and second floors to provide 1 x 2 bed 3 person (2B3P) residential unit
- 1.2 The site is in the current ownership of Uxbridge United Welfare Trust (UUWT).
- 1.3 UUWT is a registered charity offering accommodation for people in need in the Uxbridge Area. Full details of UUWT's history and its portfolio of properties can be found on their website uuwt.org
- 1.4 Discussions with Akaal Associates Ltd (AA) were commenced by UUWT to reinstate the residential use on the upper floors.
- 1.5 This statement addresses the planning and other issues resulting from the proposed development and is set out under the following sections:

2. Site and Surroundings

- 2.1 The application site is located on Windsor Street, Uxbridge UB8 in the London Borough of Hillingdon (LBH), as shown on the extract of Ordnance Survey enclosed with the planning application. The existing site area is 165.2 m². The extent of the site, the existing properties and the physical features of the site are shown on the existing application drawings.
- 2.2 The site is within the local High Street, which is designated as a town centre site and has easy access to local facilities. There are bus routes and a London Underground station within easy walking distance. The site is considered suitable for a totally car free development.
- 2.3 The application site is located within the Primary Shopping Area of Uxbridge Town Centre under the Hillingdon Local Plan, in order to safeguard the amenities of the shopping areas.
- 2.4 The site is located in the Uxbridge/Windsor Street Conservation Area.

3. Existing Buildings

- 3.1 50 Windsor Street is an early 19th Century 3 storey building with yellow stock brickwork, stone cornice, gauged flat brick arches and timber sash windows.
- 3.2 The building is Grade II listed, entry no.1358442.
- 3.3 Given the previous non-existence of any reliable survey information the applicants commissioned a dimensional survey of the existing building, including elevations and sections and this is submitted with the application.
- 3.4 With the development of the market town and the transport investments Uxbridge became a commercial centre, therefore Windsor Street was extended into the High Street.
- 3.5 The building is currently a book shop and has been for many years, with upper floors and a single storey outbuilding used for storage, to the rear.
- 3.6 The existing outbuilding is dilapidated and the rear flat roof extension are considered to be later additions, especially as there is a change in the external materials.

4. Planning History

- 4.1 There is very little planning history relating to the site, see below:

Application Ref.	Proposal	Decision	Date
18621/F/99/0058	Repair works and redecoration of the parapet and other stonework on front elevation, re-roofing works (Application for Listed Building Consent)	Approved	13 January 1999

- 4.2 There is no history of Town Planning Enforcement Action on the site.

5. The Design Process

- 5.1 The applicants wanted to fully utilise the building, make better use off the ground floor and bring back into use the upper floors.
- 5.2 Architects, Akaal Associates Ltd were appointed to prepare designs leading to the current planning application. The practice is familiar with the buildings of Uxbridge and has worked successfully with the LBH on numerous projects, including Listed Buildings.
- 5.3 A Pre-application scheme was submitted on 19 March 2018, advice received on 4 December 2018 and we report as follow:

Ref	Item	LBH Advice
A	The proposal	Two options were submitted as follows: – Option 1: Erection of single story extension for storage and internal alterations to provide 1 x residential unit. – Option 2: Erection of a single storey rear extension, part 2 storey extension and internal alterations to provide 2 x residential units. – Option 1 was preferred by the applicant and LBH and forms the basis of this detailed planning application.
B	Principle of development	– LBH's Conservation Officer had no objection to the proposed option 1. The first floor plans were amended following the Pre-application meeting on 09 August 2018, which avoided the infill of an original internal door opening and cutting into an original wall to create a new door opening. – The proposals are sympathetic to the existing building, bringing the upper rooms back into use and enhancing the building to the rear. This conserves and enhances both the Grade II Listed Building and the Old Uxbridge /Windsor Street Conservation Area.
C	Design	– The design does not propose alterations to the front elevation and there will be no additional windows to the existing building. – Option 1; would involve the demolition of the existing structures at the rear of the building and erection of a single story rear extension. – The proposed materials on the extension would match the existing building. – It is considered that the proposed single story extension and flat conversion would not have a detrimental impact on the character and the appearance of the building or the surrounding area.

Ref	Item	LBH Advice
D	Amenity	– The scheme requires circa 20m² of external amenity space. The proposed roof terrace is below the recommended standards, however given the sites location LBH would consider this acceptable in this instance. – The roof terrace would have a poor outlook and the architects should look at ways of improving the outlook and the visual amenity of the terrace. ○ <i>In response to the above; we have proposed screen planting all around the terrace and a green flat roof to the new rear extension.</i> – The proposed conversion of the first and second floors into residential use would not impact on sunlight/daylight levels or privacy for future occupiers and neighbouring properties. – The application site located next to the public house and the terrace is visible from the pub garden and seating area. ○ <i>The design proposes acoustic treatment and screen planting on the boundary of the pub garden and the roof terrace, to specialist design. We suggest a suitable condition is applied to any forthcoming consent.</i>
E	Highways	– Whilst LBH supports a car free development the proposed application will need to provide justification the lack of parking. ○ <i>The boundary line on the application shows the parking spaces in the applicant's ownership.</i> – Cycle parking ○ <i>This has been shown in the storage building on the application drawings.</i> – Justification of loss of parking space ○ <i>Refer to the application documents; no parking spaces have been lost.</i> – The access to residential units from the car park to the rear of the site is undesirable

Ref	Item	LBH Advice
		○ <i>It is highly unlikely that LBH Conservation Officers will accept alterations to the front elevation and therefore rear access is proposed. There is precedent set on the street for rear access to residential units on the upper floors.</i>
F	Application submission	LBH confirm the following list of documents to be submitted: – Application form – Site location plan – Existing site plan – Existing floor plans – Existing elevations – Proposed site plan – Proposed floor plans – Proposed elevations – Design and access statement – CIL form
G	Conclusion	– There is no objection in principle to the proposed conversion of the first and second floors into residential use or to the erection of a new store at the rear of the building. – The proposal would not cause harm to the Grade II Listed Building or impact on character and appearance of the street scene. – Concerns are raised regarding the ownership of the car parking spaces. ○ <i>Refer to application drawings, the boundary line includes the applicant's ownership of the parking spaces.</i>

5.4 The fundamental design approach has been to retain and indeed enhance the Listed Building.

6. Amount of Development

6.1 It is considered that the proposed design fully honours the importance of the existing Listed building, in its setting. The proposed increase in building volume is subservient to the existing.

- 6.2 The proposal allows delivery of an economically viable unit that brings significant benefit to the town centre.

7. Use of Site

- 7.1 The proposed scheme would return the vacant first and second floors back into a residential unit and make better use of the existing retail unit on the ground floor.
- 7.2 There is considerable demand for additional residential units in the Borough as evidenced by studies undertaken by the Mayor for London.
- 7.3 The Council has policies to encourage additional private sector investment within the town centre area.

8. Site Layout

- 8.1 The layout of the proposal was strongly defined by the existing boundaries and parameters of the existing building.
- 8.2 The proposed alterations ensure preservation of the most important features of the listed building.

9. Scale of Development

- 9.1 Section 6 dealt with the amount of development proposed in response to the brief and special characteristics of the site.
- 9.2 The Uxbridge/Windsor Street Conservation Area highlights the nature of the area and the special qualities of the site and building.
- 9.3 It is considered that the proposals are in scale with their environment as confirmed by the Pre-application advice.

10. Appearance

- 10.1 In view of the nature of the existing building and its setting it is considered necessary to ensure that any intervention must be discrete and further that it should preserve and enhance both.
- 10.2 The drawings show how the various parts of the scheme have been alerted.
- 10.3 Any replacement sash windows and repaired external walls will be detailed and constructed using traditional methods to match existing.

11. Landscaping

- 11.1 There is no existing landscaping on the site as it is a Primary Shopping Area.
- 11.2 The architects have proposed screen planting on the roof terrace and a green flat roof to the new storage extension.
- 11.3 Exceptions to external amenity space requirements include the provision of small non family housing predominantly made up of small units, town centre or the provision of small non family housing above shops, however in this instance the architects have managed to provide a roof terrace.

12. Sustainability

- 12.1 It is envisaged that in the event that the planning application is acceptable in general terms then reserved matters would apply to detailed construction and services design and implementation.
- 12.2 In overall terms the project is designed on the assumption that reuse of the existing building offers greater sustainability.
- 12.3 It is considered that all new building elements, including services, will have to apply to national norms including all parts of the Building Regulations in force at the time of commencement of construction, unless they compromise the Listed Building.
- 12.4 New windows in the existing building will be detailed and constructed using traditional methods. All sash windows will be generally be secondary glazed in order to improve the heat retention of the building.
- 12.5 Across the whole project the following will be implemented at detail design stage:
 - 12.5.1 Low energy and intelligent light fittings
 - 12.5.2 Movement activated light fittings on Landings
 - 12.5.3 Dual flush WCs
 - 12.5.4 Use of variable speed fans

13. Accessibility

- 13.1 Vehicular access to the site is from the rear (west).
- 13.2 Pedestrian access is from either the street frontage or via the pub garden towards the rear.
- 13.3 By retaining the access routes the movement patterns are already well established.

13.4 The design of the proposal in connection with accessibility has been considered and includes:

13.4.1 Comprehensible clear sightlines and access routes

13.4.2 Access for disabled users to the upper floor is not possible due to the nature of the existing building

13.4.3 Disabled access to the ground retail unit is similar to that of able users

13.4.4 All new light switches, intercoms and sockets etc. are to be fitted in accordance with wheelchair compliant spaces

14. Waste and Recycling

14.1 The refuse facilities and collections are to continue as per existing.

14.2 The current requirements of the refuse and recycling are to be assessed by LBH and any amendments are to be advised.

14.3 Collection points and refuse stores are as per existing, east of the site.

15. Summary

15.1 The need to refurbish and reinstate the residential use on the first and second floors has been caused by the requirement of further small residential units by UUWT.

15.2 The design has developed to ensure that the principle features of the site, the Listed Building and its setting are preserved and enhanced.

15.3 The proposal can make a positive contribution to the economic vitality of Uxbridge Town Centre.

15.4 The design of the alterations is of high quality and fully sympathetic with the special character and quality of the existing buildings and their setting in the Conservation Area.

Appendix A

A List of drawings and other documents submitted

Drawing No.	Scale	Title
P17-01033/GFP	1.100 at A2	Existing ground floor plan
P17-01033/1FP	1.100 at A3	Existing first floor plan
P17-01033/2FP	1.100 at A3	Existing second floor plan
P17-01033/SEC	1.100 at A3	Existing sections
P17-01033/ELE	1.100 at A2	Existing elevations
S01B	1.1250 at A4	Site location plan
C01B	1.50 at A1	Proposed ground floor and site layout
C02B	1.50 at A1	Proposed first floor
C03B	1.50 at A1	Proposed second floor
C04A	1.50 at A1	Proposed roof plan
C05A	1.50 at A1	Proposed elevations
AA	NTS	Design and access statement, including Schedule of accommodation

B Schedule of accommodation

A Gross Internal Area (GIA)

Ref.	Floor	Room no.	Room name	GIA/m2	GIA/ft2
1	Ground	G.01	Rear entrance	0.00	0
2	Ground	G.02	Store 1	6.94	75
3	Ground	G.03	Store 2 - Flat	4.79	52
4	Ground	G.04	Store 3 - Retail	3.54	38
5	Ground	G.05	External access	0.00	0
6	Ground	G.06	Kitchenette	4.92	53
7	Ground	G.07	Disabled wc	3.66	39
8	Ground	G.08	Retail	27.69	298
9	Ground	G.09	Retail	20.72	223
TOTAL				72.26	778
10	First	F.01	Terrace	0.00	0
11	First	F.02, F.03	Kitchen, living, dining	30.95	333
12	First	F.03, F.04	Landings	5.98	64
TOTAL				36.93	398
13	Second	S.01, S.02	Landings	7.96	86
14	Second	S.03	Bed 2	8.52	92
15	Second	S.04	Bath	4.26	46
16	Second	S.05	Bed 1	15.29	165
TOTAL				36.03	388
OVERALL GIA TOTAL				145.22	1,563

B Gross Internal floor Area (GIFA)

Ref.	Floor	GIFA/m2	GIFA/ft2
15	Ground	80.39	865
16	First	37.22	401
17	Second	38.04	409
GIFA TOTAL		155.65	1675

C External Amenity Space

Ref.	Floor	Room no.	Room name	Area/m2	Area/ft2
18	First	F.01	Roof terrace	19.72	212

ends