

**2020/12 : Conversion of Basement into One Apartment, 34 Suffolk Parade, Cheltenham,
Glos GL50 2AE**

DESIGN AND ACCESS STATEMENT - dated 18th January 2021

This Statement should be read in conjunction with Architect's drawings numbered:

- 2020/12/01 – Existing Survey at scales 1:50 & 1:100 @ size A1
- /02 - Proposed Scheme at scales 1:50 & 1:100 @ size A1
- /03 - Ordnance Survey Location Plan at scale 1:1250 @ size A4
- /04 - Ordnance Survey Block Plan at scale 1:500 @ size A4

1.00 DESCRIPTION OF WORKS

01 The Works comprise: Conversion of the existing basement into one self-contained apartment, with insertion of stallriser windows at ground floor pavement level and; conversion of existing first and second floor four bedroom apartment into two self-contained apartments.

02 The proposed conversion works are yet to be started.

03 The replacement of existing outdated kitchen and bathrooms is presently underway.

2.00 CONTEXT

01 The corner site is on the junction of Suffolk Parade and Suffolk Road.

02 The existing property comprises end of terrace ground floor corner shop with one self-contained apartment over and storage basement, circa 1840's, located in a vibrant commercial/residential area of the Suffolk's on the edge of the town centre and is within the Central Conservation Area of Cheltenham Spa.

3.00 DESIGN PROCESS

01 Design process needs to achieve the most simple and elegant layout based on the least amount of impact on the original property bearing in mind the works include provision and update of modern services and facilities.

02 All repairs will be undertaken using best possible matching materials.

03 All repairs will be undertaken removing the least possible amount of original fabric.

4.01 INVOLVEMENT OF PROFESSIONALS

Pre-application Planning Advice has not been sought because:

- Use class has not been changed by converting the existing four bedroom apartment into two smaller more affordable apartments
- Conversion of existing storage basement into one self-contained apartment has long been acceptable under local planning policy in this Town

5.00 LISTED BUILDING APPRAISAL

01 EXTRACT FROM CHELTENHAM BOROUGH COUNCIL'S LISTED BUILDINGS REGISTER

Name
26 to 34 SUFFOLK PARADE

Overview
Heritage Category: Listed Building
Grade: II
List Entry Number: 1387945
Date first listed: 05-May-1972
Statutory Address: 26 TO 34, SUFFOLK PARADE

Location

Statutory Address: 26 TO 34, SUFFOLK PARADE

County: Gloucestershire

District: Cheltenham (District Authority)

National Grid Reference: SO 94567 21489

Details

CHELTENHAM

SO9421SE SUFFOLK PARADE 630-1/23/859 (East side) 05/05/72 Nos.26-34
(Consecutive)

GV II

Terrace of 9 shops with flats over. c1820-34, possibly with earlier origins to left and later additions and alterations. Stucco over brick with renewed tile roof at left, mock slates at right, otherwise concealed.

EXTERIOR: 2 and 3 storeys (2 to left, 2 to right, otherwise 3), with attics to Nos 27 and 34; 13 first floor windows (arranged 1:1:1:1:1:2:1:4:1 with that to right to curved angle). Stucco detailing includes, to No.34 horizontal rustication to ground floor. First floor: 2/2 sash; then 5 canted bays with 6/6 and 2/2 horizontal-pane sashes between 4/4 sashes where original; two 6/6 sashes; canted bay; and replacement sashes; those to No.27 in tooled architraves with lower scrolls, otherwise in plain reveals and with sills. To No.27 a crowning dentil frieze and cornice with end corbels and raised copings. Nos 28-30, 32 and 34 have cornice, continuous blocking course and copings. Attic dormers. Shop fronts project (except at right) and are similar with iron cable-moulded mullions, canted inwards towards central glazed entrances with overlights. No. 34 (to right) has glazed window with pilastered surround with frieze and cornice; main shop window extends around curved end and has end pilasters with slender cylindrical mullions and with entrance to angle a part-glazed door. 3-window return to Suffolk Road.

INTERIOR: not inspected.

SUBSIDIARY FEATURES: *Shop at No.34* has gate and tiled entrance. Noted as a fine range of shop fronts by Civic Society's Shop Front Survey.

HISTORICAL NOTE: shown on Merrett's 1834 Map and possibly on the Post Office Map of 1820. (Chatwin A: Cheltenham's Ornamental Ironwork: Cheltenham: 1975-1984: 57; Cheltenham Civic Society: Period Shop Fronts Survey: 1989-).

Listing NGR: SO9456821484

02 An interesting historical conundrum is that although the main terrace along Suffolk Parade does appear on Merrett's 1834 Map, the corner site of number 34 Suffolk Parade appears on the Map as a garden and yet the basement stonework of number 34 suggests the existence of a much older property pre-dating Merrett?

6.00 USE
The 'Use Classes Order' defines the site as mixed use with A1 Shop and Dwelling Houses C3.

7.00 AMOUNT
01 The overall floor area of the existing storage basement is approximately 82.5square metres.

02 The overall floor area of the existing four bedroom apartment is approximately 188.955square metres.

- 03 The overall floor area of the proposed apartments approximately:
Apartment 1 first floor = 86.25m²
Apartment 2 second floor = 86.25m² with restricted headroom
Apartment 3 basement = 80m²

- 04 The overall site area is approximately 99m² or 0.0099hectares.

8.00 LAYOUT

- 01 The main entrance to all apartments is off Suffolk Parade into a full-depth Communal Entrance Hall with internal staircases to all apartments.

- 02 The Communal Entrance Hall also gives access to a communal rear external yard.

9.00 SCALE

- 01 The proposal is basically a set of internal alterations and does not extend the width, depth or height of the existing property.

- 02 The skyline of the existing property will not be crossed by this proposal.

- 03 The human scale of the existing property is inherent within the original design of living accommodation over shop.

10.00 LANDSCAPE

- 01 The proposal is basically a set of internal alterations and the existing landscaping will remain unchanged.

- 02 No trees or hedges will be removed as part of the proposed development.

- 03 Storage area for refuse/waste bins, recycling waste bins and bicycles is as existing in the rear external yard access from the Communal Entrance Hall off Suffolk Parade.

11.00 APPEARANCE

- 01 The proposal is basically a set of internal alterations and the existing appearance of the property will remain unchanged.

- 02 All external materials used in repairs will be the best possible match with existing.

12.00 EXTERNAL MATERIALS

01 EXISTING

Hipped Roof – Blue/black natural slate and red facing brick chimney

Dormer Windows – Lead pitched roofs with lead cheeks and traditional painted timber windows

Walls – White painted smooth stucco with blind windows over horizontal rustication to ground floor smooth stucco

Windows – White painted timber sash

Rooflights – Velux roof windows

Doors – Painted timber glazed and panelled

Pavement Lightwell – Grey painted steel checker plate cover

Rainwater Goods – White upvc

02 PROPOSED

Window W1 – White painted original sashes to be reinstated

Stallriser Windows W2, W3, W4 & W5 – White painted bottom hung inwards opening timber casements

Rooflight RL3 enclosure to rear Lightwell 1 – White polyester powder coated aluminium glazed roofing vented system

Rooflights RL1 & RL2 – Velux roof windows

Door D1 – White painted glazed timber door and side screen

Pavement Lightwell – Black painted openable steel grille

13.00 ACCESS

- 01 Access to the property will remain unchanged via Suffolk Parade.
- 02 Access to the property for emergency services will remain unchanged via Suffolk Parade.
- 03 There is no rear access to the property.

**14.00 PHOTOGRAPHS
EXISTING ELEVATIONS**

- P1 Suffolk Parade West Elevation
- P2 Suffolk Road South Elevation
- P3 Rear East Elevation

EXISTING FOUR BEDROOM APARTMENT 1

- P4 Ground floor entrance hall off Suffolk Parade

- P5 Viewed from first floor Landing 1 looking towards internal entrance door
- P6 Inner Hall
- P7 Living Room
- P8 Living Room
- P9 Kitchen
- P10 Bedroom 1
- P11 Bedroom 1
- P12 House Bathroom
- P13 Bedroom 2
- P14 Bedroom 2
- P15 Ensuite to Bedroom 2

- P16 Viewed from second floor Landing 2 towards Bedroom 4 door
- P17 Bedroom 4
- P18 Viewed into Ensuite 3 to Bedroom 4
- P19 Ensuite 3 to Bedroom 4 roof eaves space
- P20 Ensuite 3 roof eaves space and chimney stack
- P21 Shower compartment
- P22 Shower compartment
- P23 Bedroom 3
- P24 Ensuite 2 to Bedroom 3
- P25 Ensuite 2 roof eaves space
- P26 Ensuite 2 shower compartment

EXISTING BASEMENT STORAGE

- P27 Room 1
- P28 Room 1 bottom of staircase
- P29 Room 1 chimney breast
- P30 Rear Lightwell 1
- P31 Rear Lightwell 1
- P32 Room 2
- P33 Room 2
- P34 Window 1 to Lightwell 2
- P35 Room 3
- P36 Room 3
- P37 Room 4
- P38 Room 5
- P39 Room 5



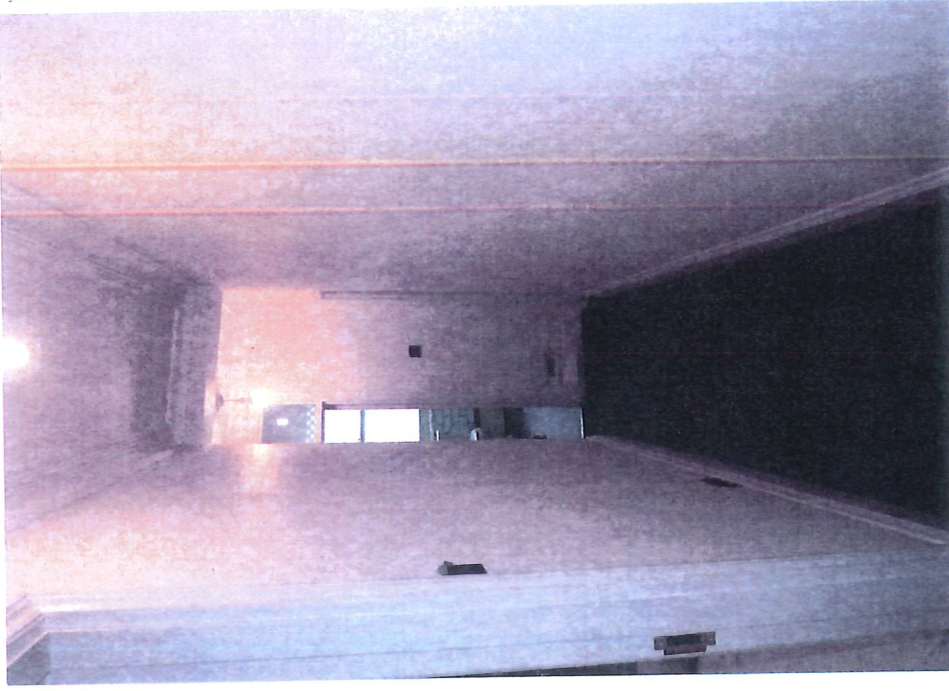
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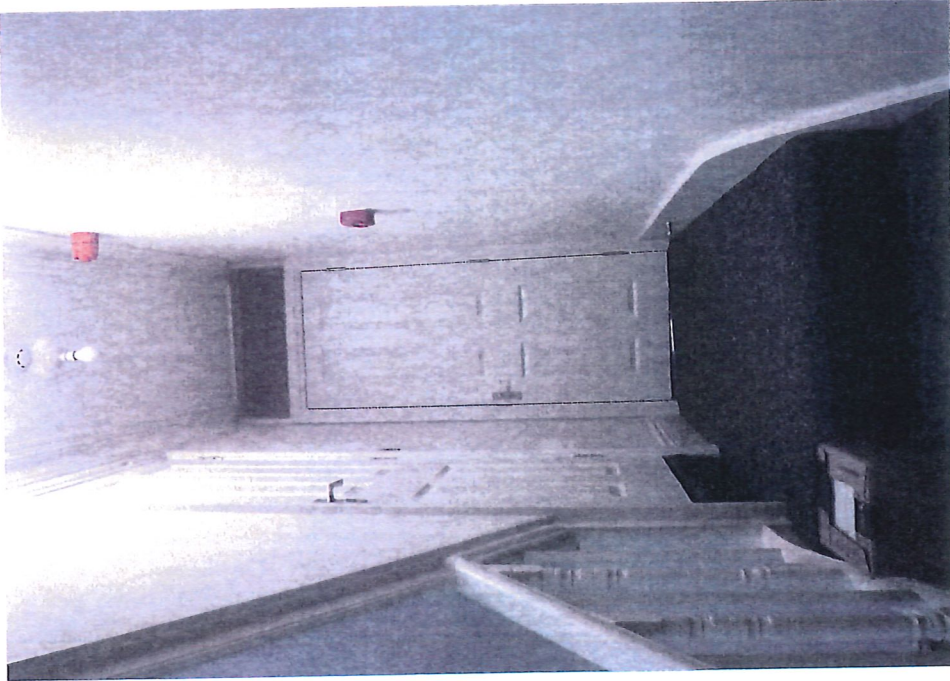
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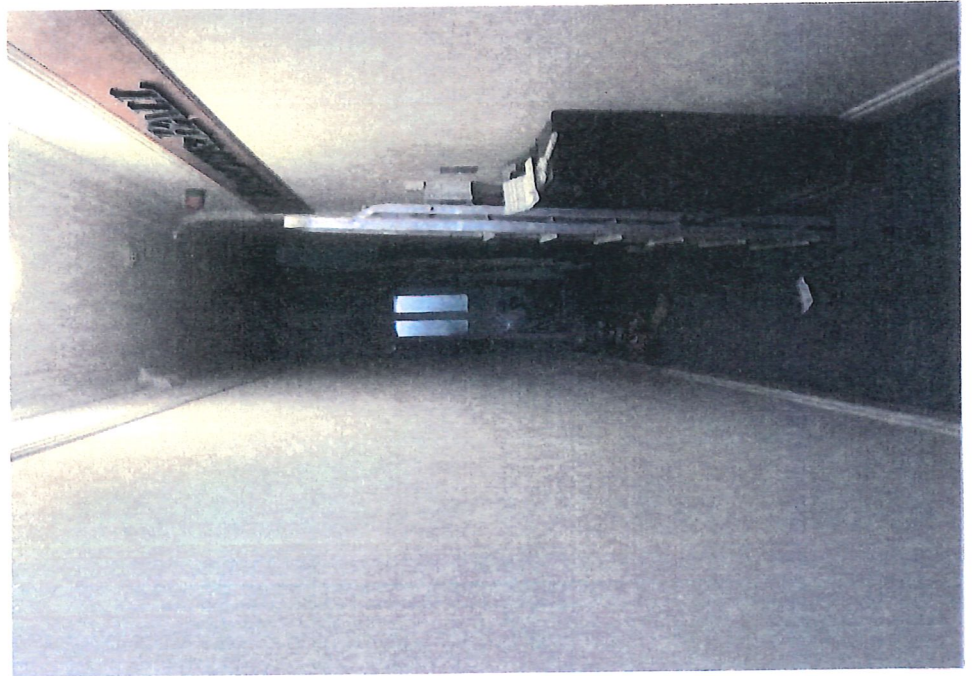
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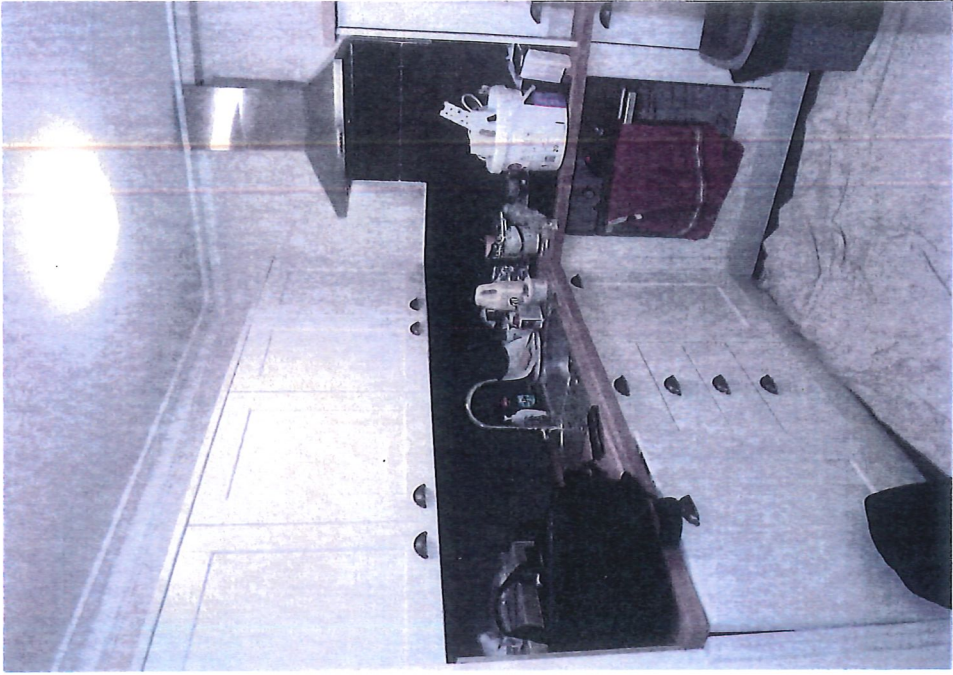
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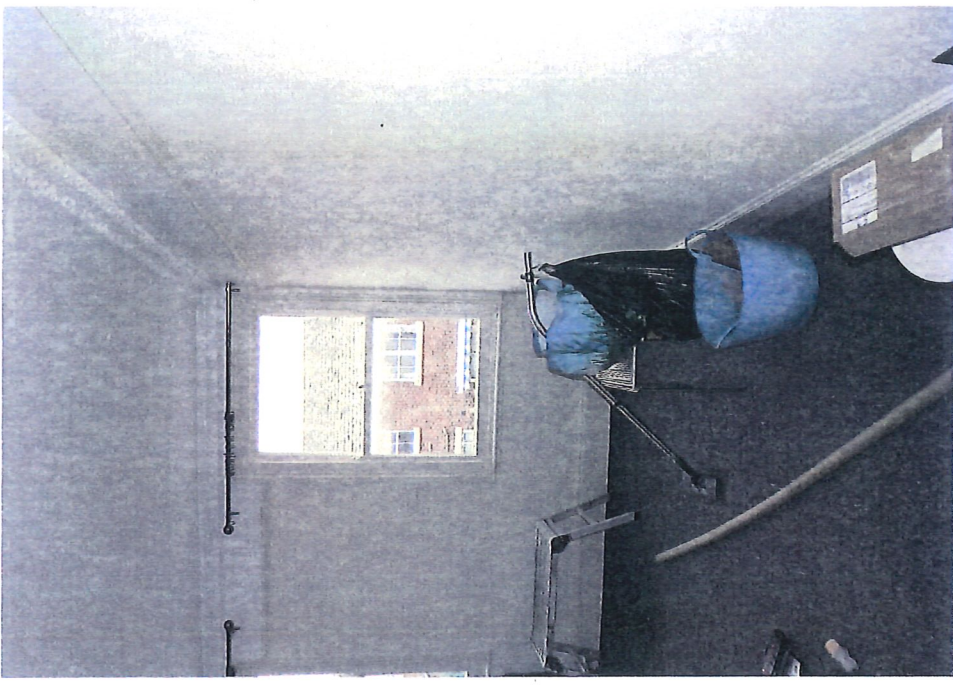


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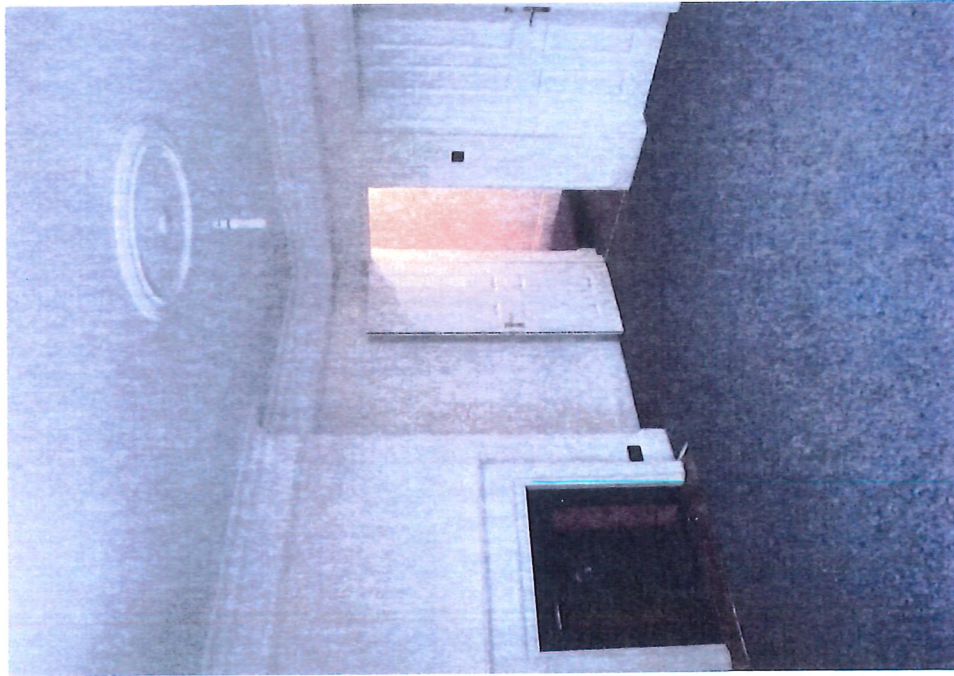
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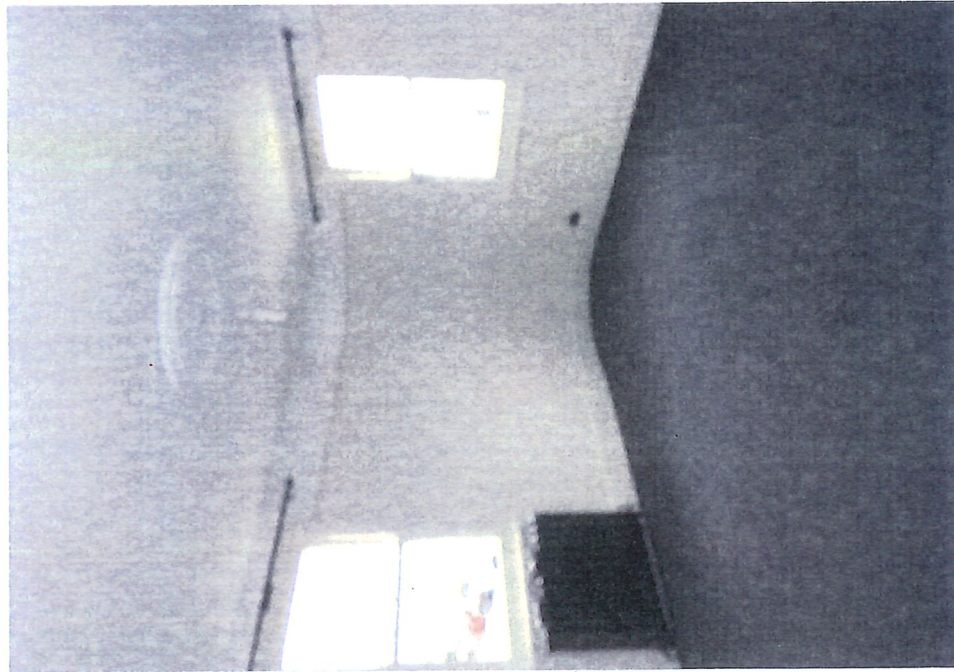
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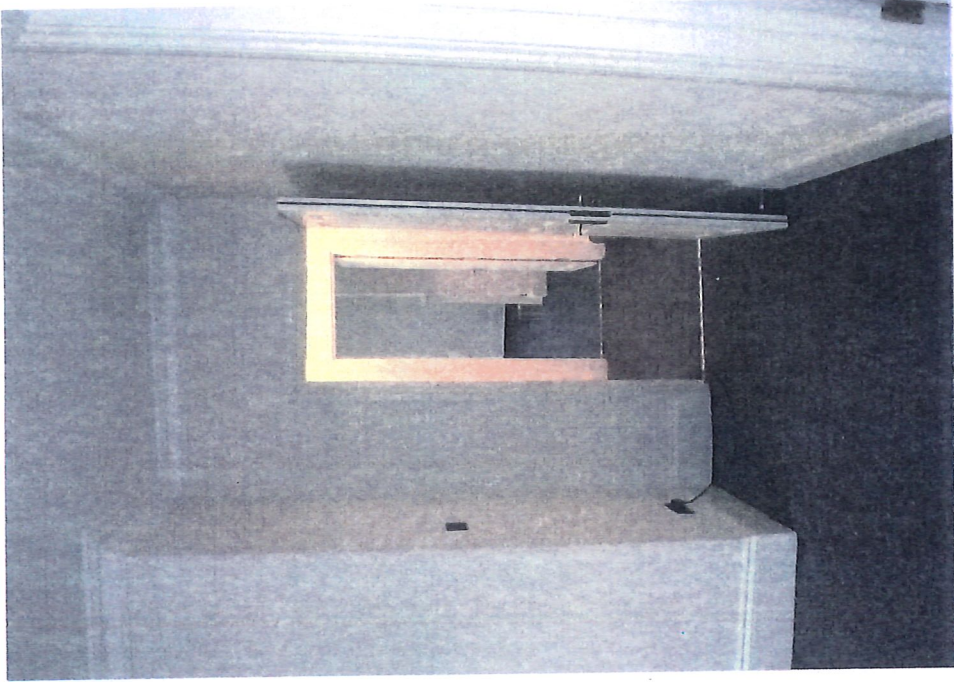


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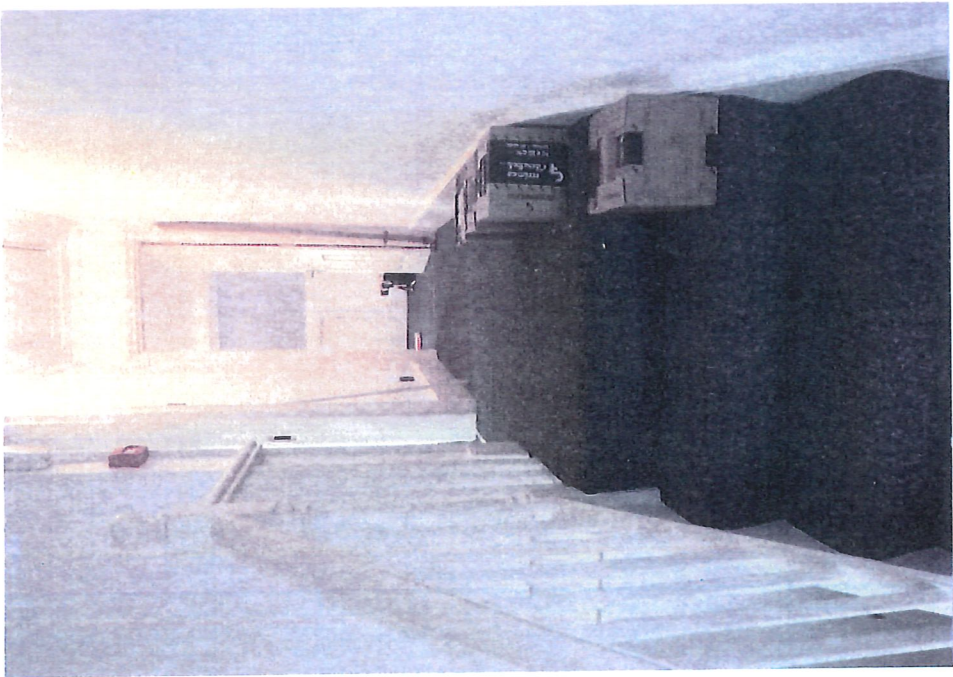
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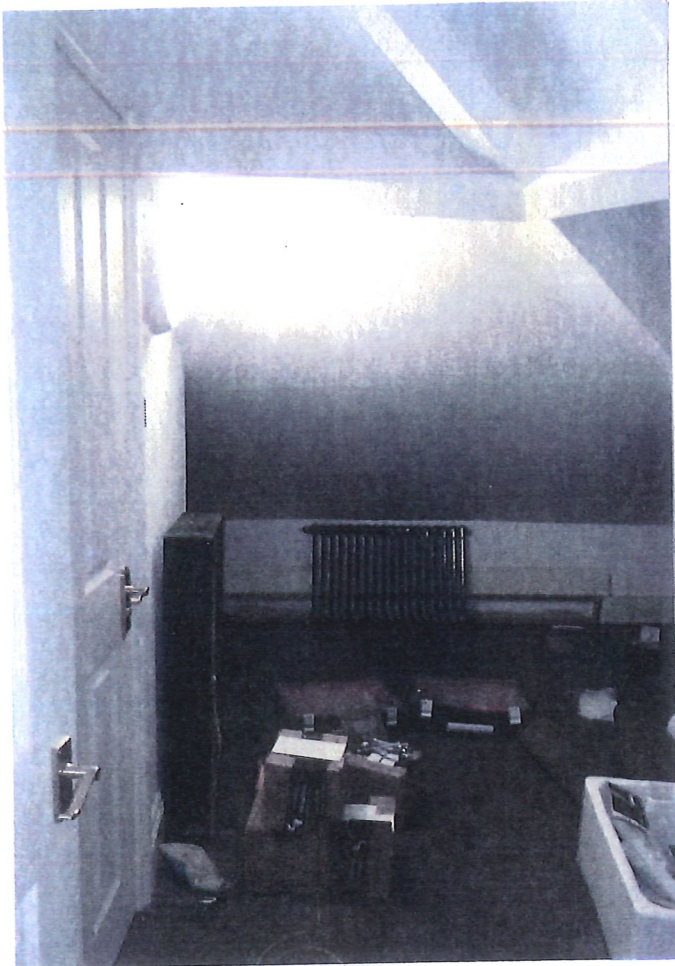
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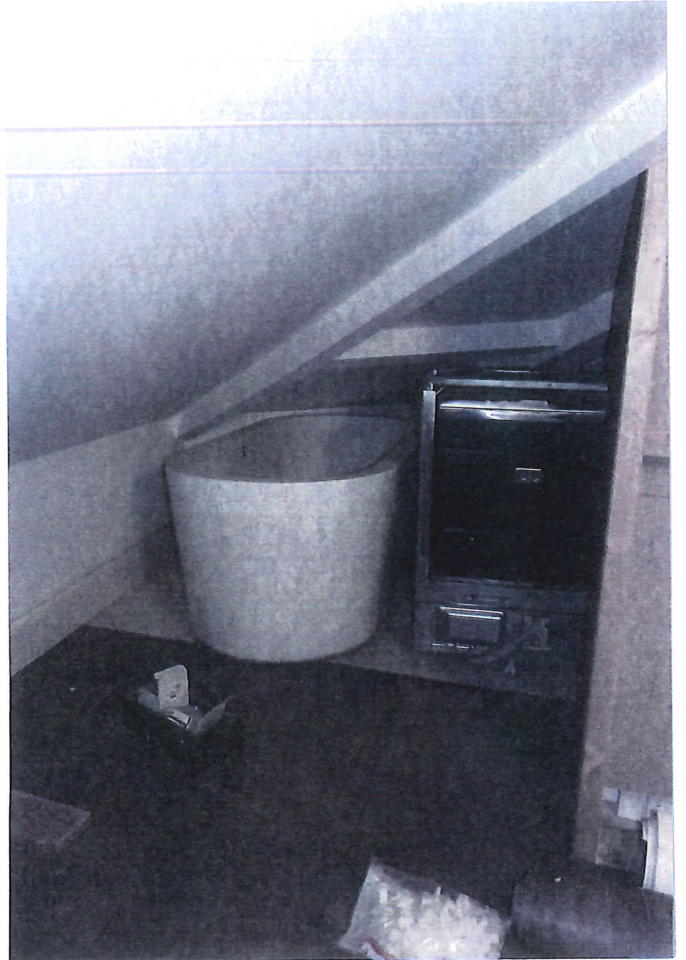
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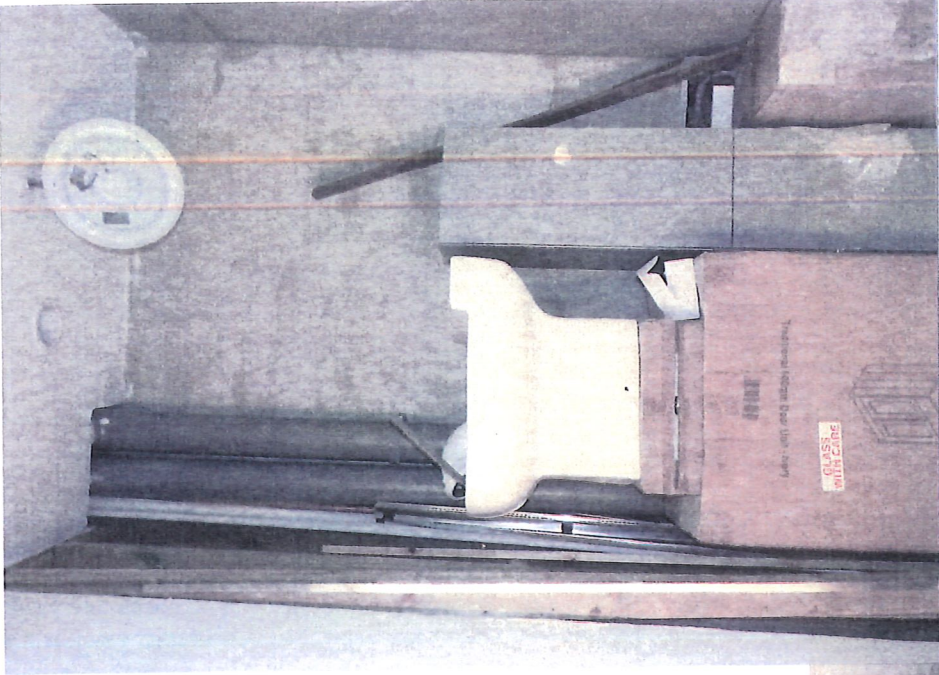
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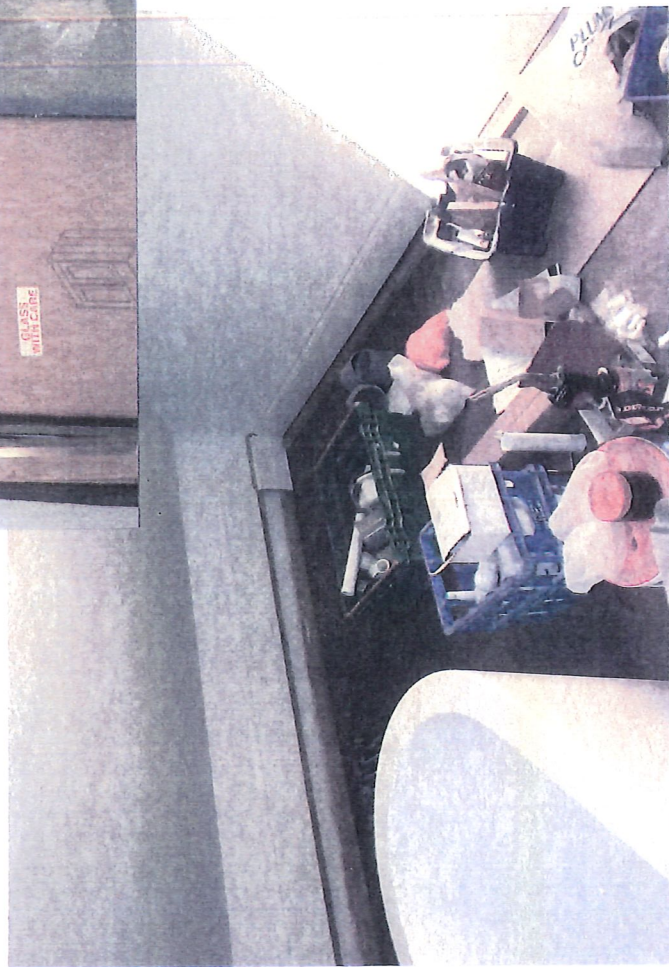
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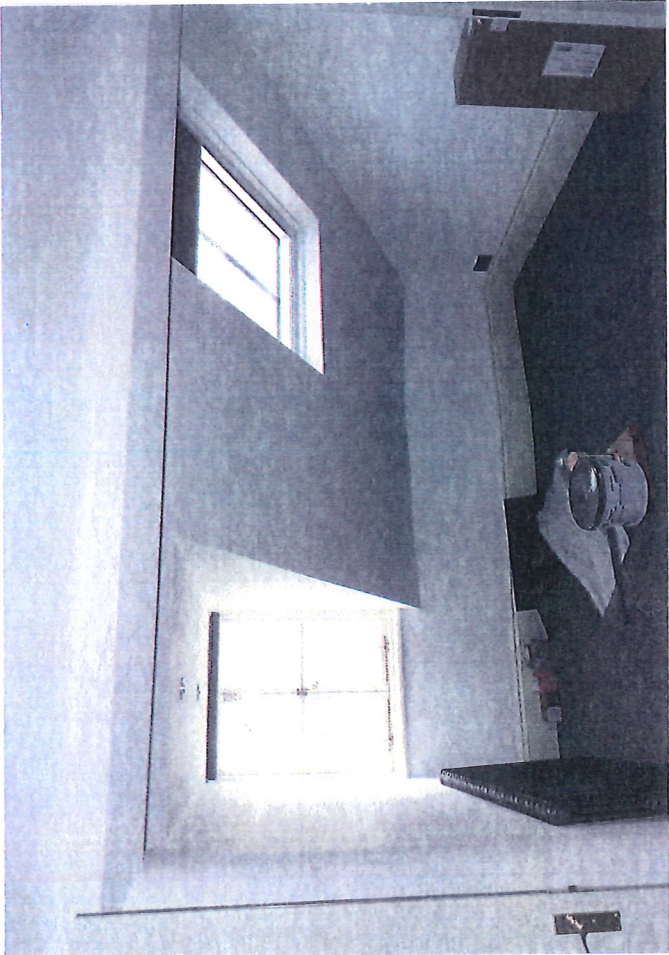
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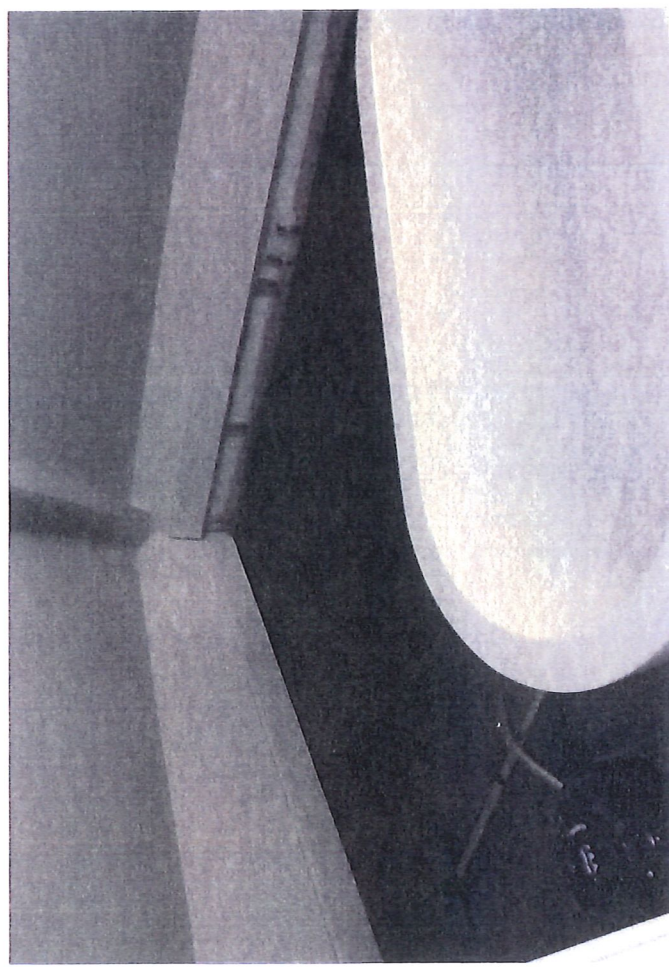
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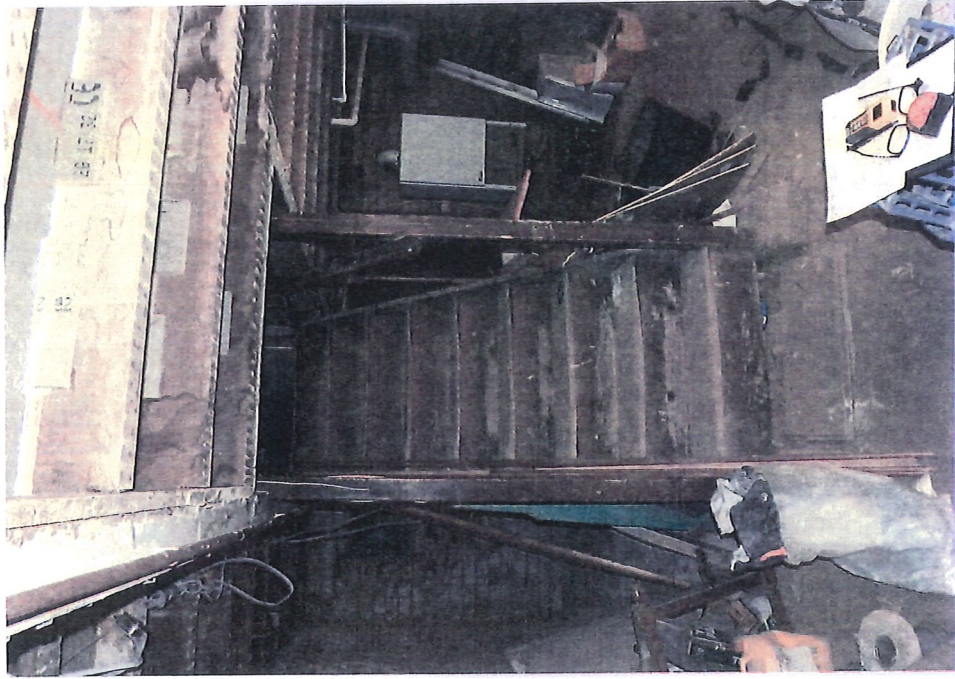
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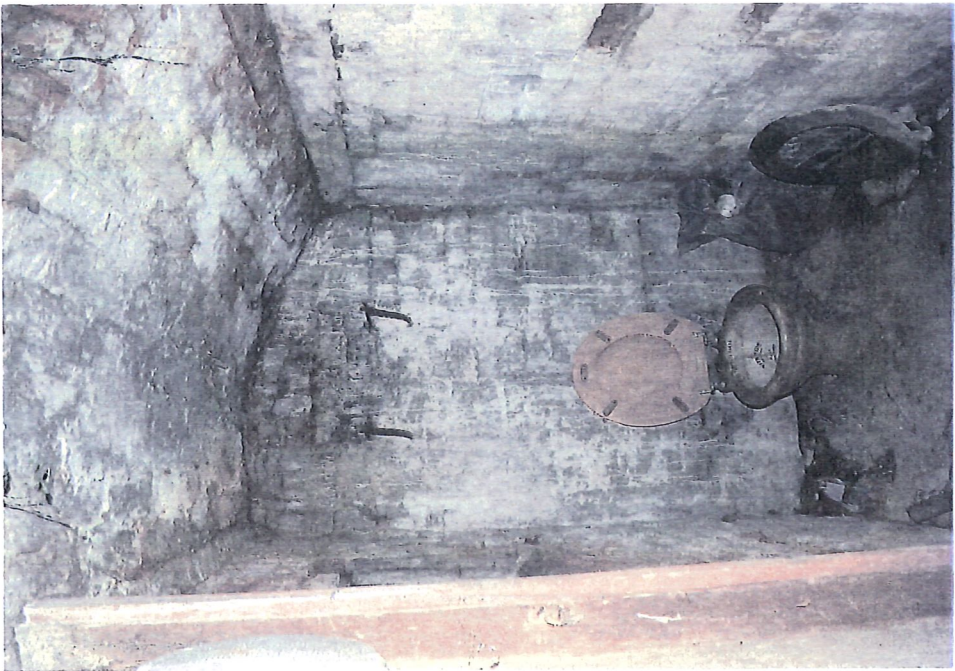
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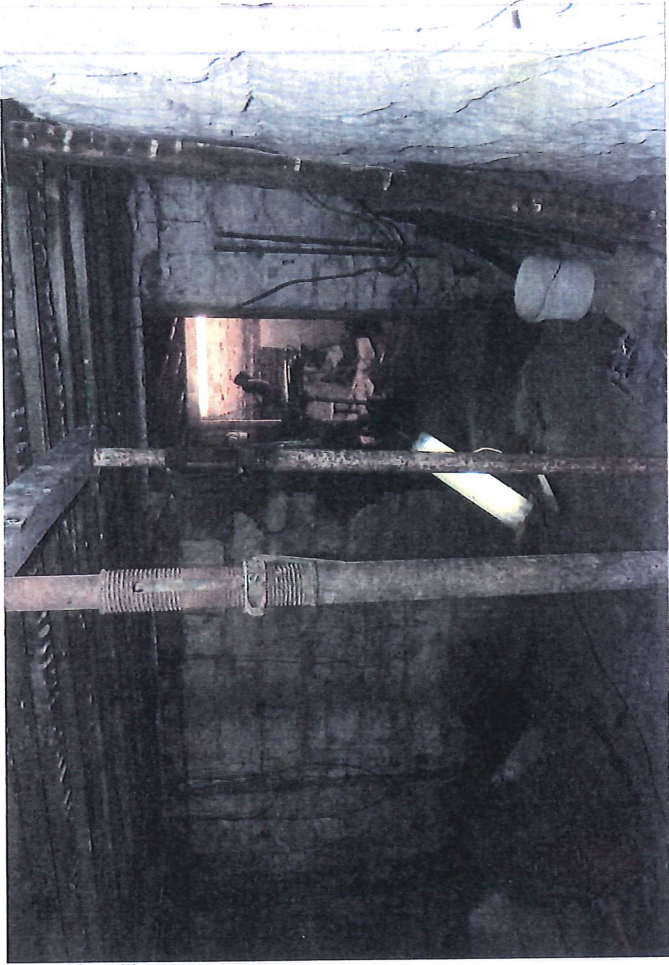
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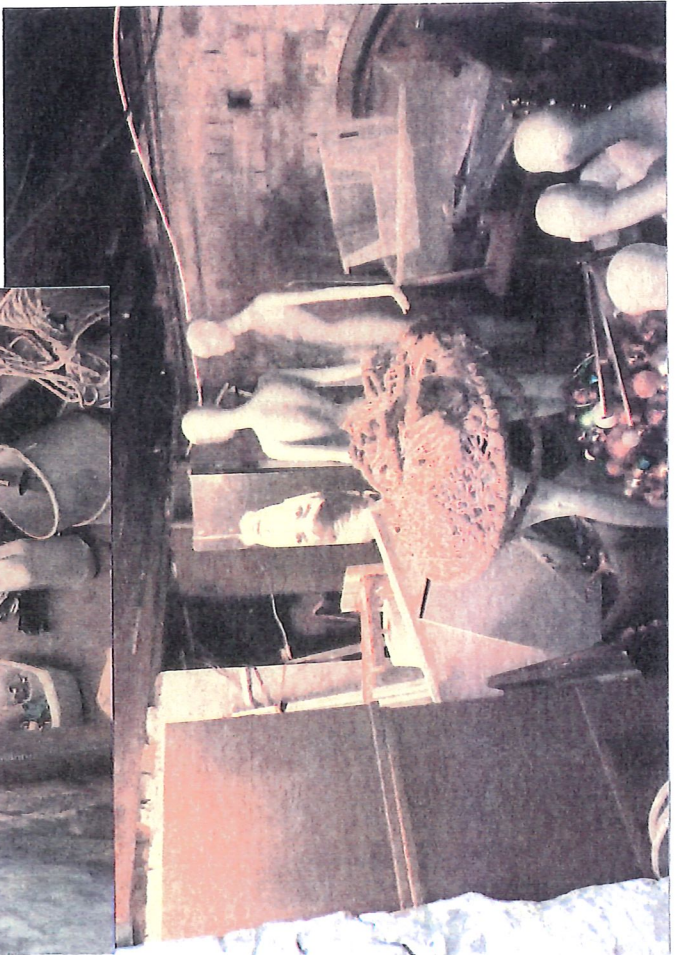
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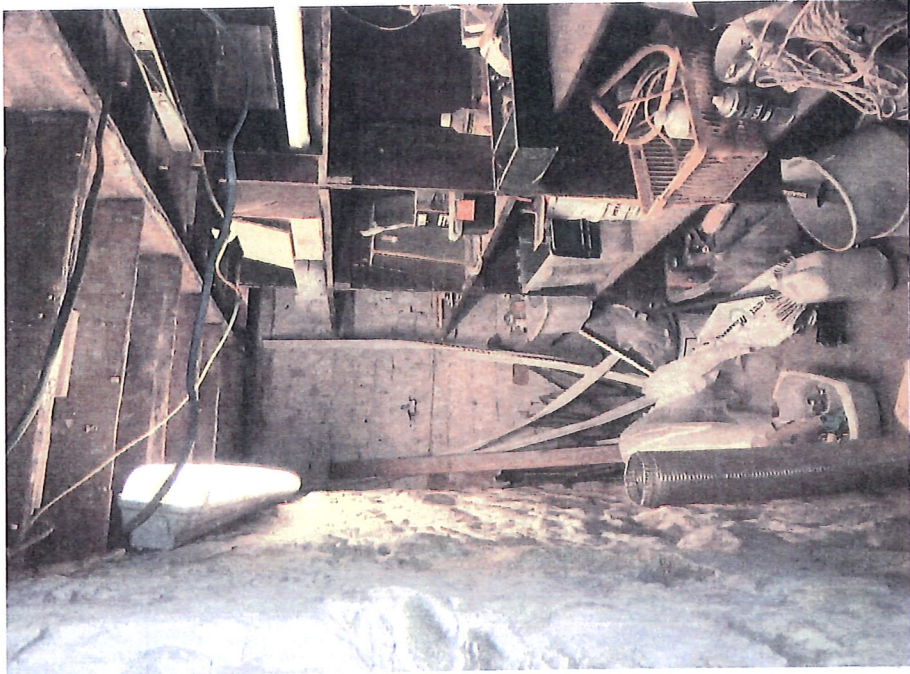
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