

## DESIGN & ACCESS STATEMENT

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### CONVERSION OF GARAGE INTO OFFICE

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Job	Ref
Townsend Garage, Thame Rd, Haddenham	2103/02.06/YJ
For	Date
VERTEC Ltd.	17.05.2021

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#### 1.0 Introduction

Townsend Garage (Industrial Estate, Thame Road, Haddenham) is an industrial steel framed shed, enclosed by a combination of painted masonry walls, cladding panels and a metal roof.

It also includes an attached single storey office structure at the front, with buff-coloured facing brick walls and a flat roof.



Front view of the site



Rear view of the site

The building is set within a rectangular site, with shared access from the main highway, Thame Road.

The site is located near the far end of a private road serving a number of industrial units accessed from Thame Road on the Western side of Haddenham, in an area mainly dominated by similar industrial or office use, but more recently - with a growing number of completed residential developments as well.

#### 2.0 Planning Policy

The site is not located in a Conservation Area, the existing Unit in the Industrial Estate has no relevant Planning History.

The proposed office use will result in an improved environment, compared to the existing Garage use – due to the work and activities carried out on site as well as the number of car journeys generated by the existing Garage use for access and internally.



### 3.0 Proposal

The new owner, Vertec Ltd., intends to convert the existing building into their new offices, creating a flexible modern office space, retaining a small store at the rear of the site in an existing part of the building.

A small extension/ infill near the southern boundary will rationalise the layout, and is the only change proposed to the building's footprint.

The Office layout will be 'Open-Plan', and include a Meeting Room, some small meeting/ working 'pods', new WCs, and staff/ kitchen room.

Externally, the building will be re-clad with metal panels – (Kingspan MR – grey/ green), most of the existing window opening retained, some additional ones added as marked on the plans, and new insulated roof to replace the existing run-down finishes.

The non-visible elevations - to the east (boundary fence) and south (boundary with neighbouring unit) will be rendered, colour similar to existing painted masonry.

### 4.0 ACCESS AND PARKING

The existing shared access road is retained.

New level access will be provided into the office building, as well as a Disabled WC, in accordance with the Building Regulations (Part M) and DDA.

Circulation will also be disabled-user friendly, thanks to the flexibility in the open plan arrangement, and single level throughout the building.

The proposed use in terms of number of car journeys parking, will result in a lower intensity of use than the existing Garage use, and produce far less pollution in the local environment.

The side delivery access, leading to the rear storage area, will be retained.

Car Parking: the Aylesbury Vale parking standard for B1 (New E(gi) office use as proposed is 1 car parking space per 35sqm.

The total proposed office space is 270sqm, requiring a max. of 11 parking spaces.

These are achieved in parallel parking either side of the access way, and standard spaces near the entrance. There is ample turning area near the to the rear of the building (under the open canopy).

Cycle parking: the total provision required in the Standards is 2 cycle spaces, provided in the rear store as shown on plan.

The site is also situated 0.4M from Haddenham & Thame Parkway Railway Station, and is therefore considered a sustainable location for use of public transport by employees, which the applicant will encourage staff to do.

### 5.0 WASTE & RECYCLING

The area under the rear canopy will be used for the storage of separate waste & recycling bins/ Eurobins under a commercial contract.

The area will have a wash-down provision & a gulley for clean drainage.