

Design and Access Statement: New Extension to Alford Focal Point and Library, Alford

6 South Market Place, Alford LN13 9AF



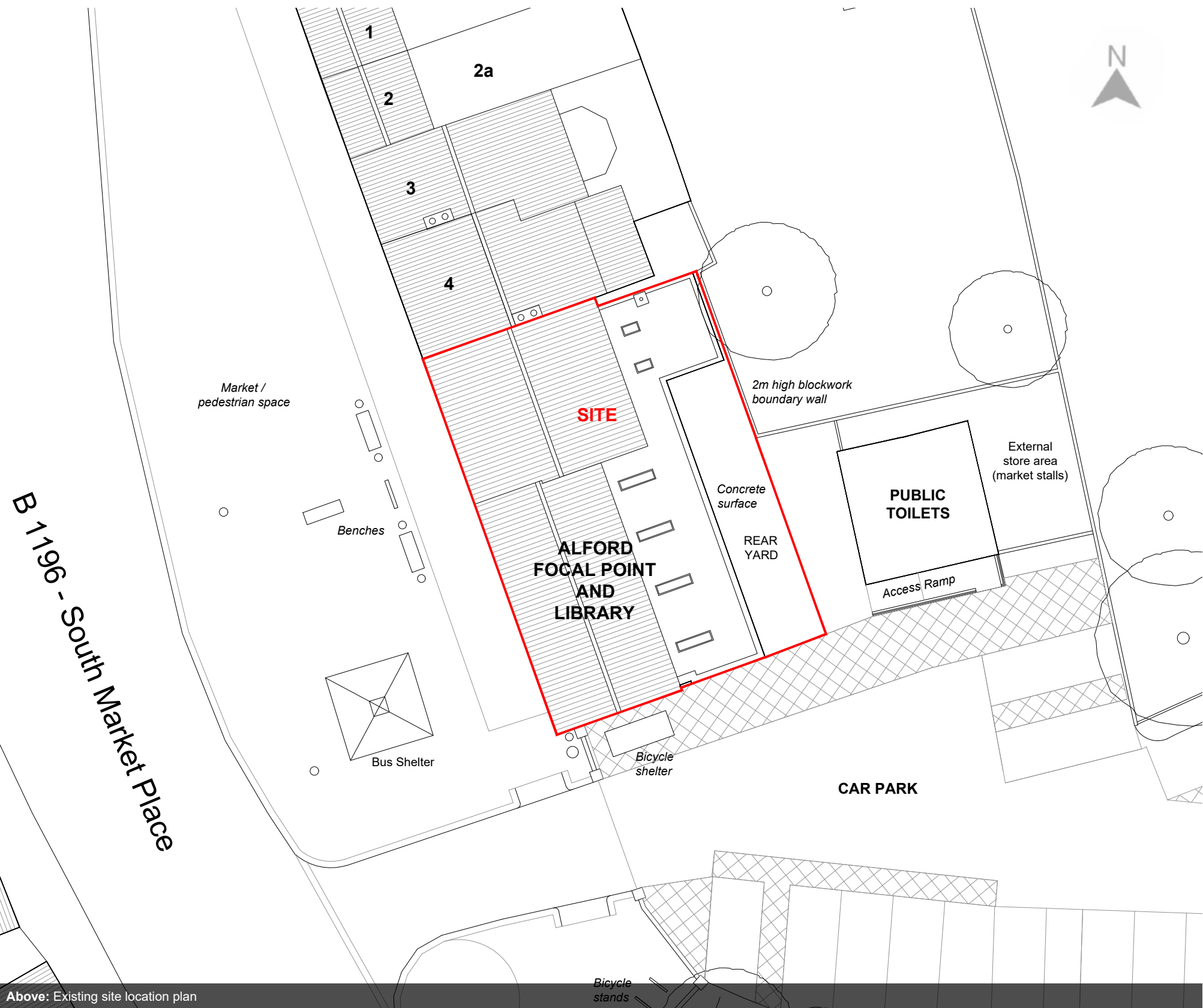
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1.0 Introduction



Above: Existing site location plan

1.1 Introduction

The following document forms part of the Full Planning application to East Lindsey District Council. The proposed works include; 'Extension to existing community library to provide additional rooms for the library and public toilets on site of which includes the partial demolition of the existing library building and public toilet block'

The purpose of this document is to provide a detailed account of the proposed development, as well as describing the overarching design principles and aims which have informed the proposals. This document also considers the current planning policy influences - as set out in the East Lindsey Local Plan and National Planning Policy Framework.

This document has been created by STEM Architects on behalf of Alford Town Council.



Above: Photo existing building front west elevation.

2.0 Existing site and surrounding urban context

2.1 Location and context



Above: Photo of existing south-east corner of building, taken from car park.



Above: Photo of existing south-west corner of building, taken from South Market Place.



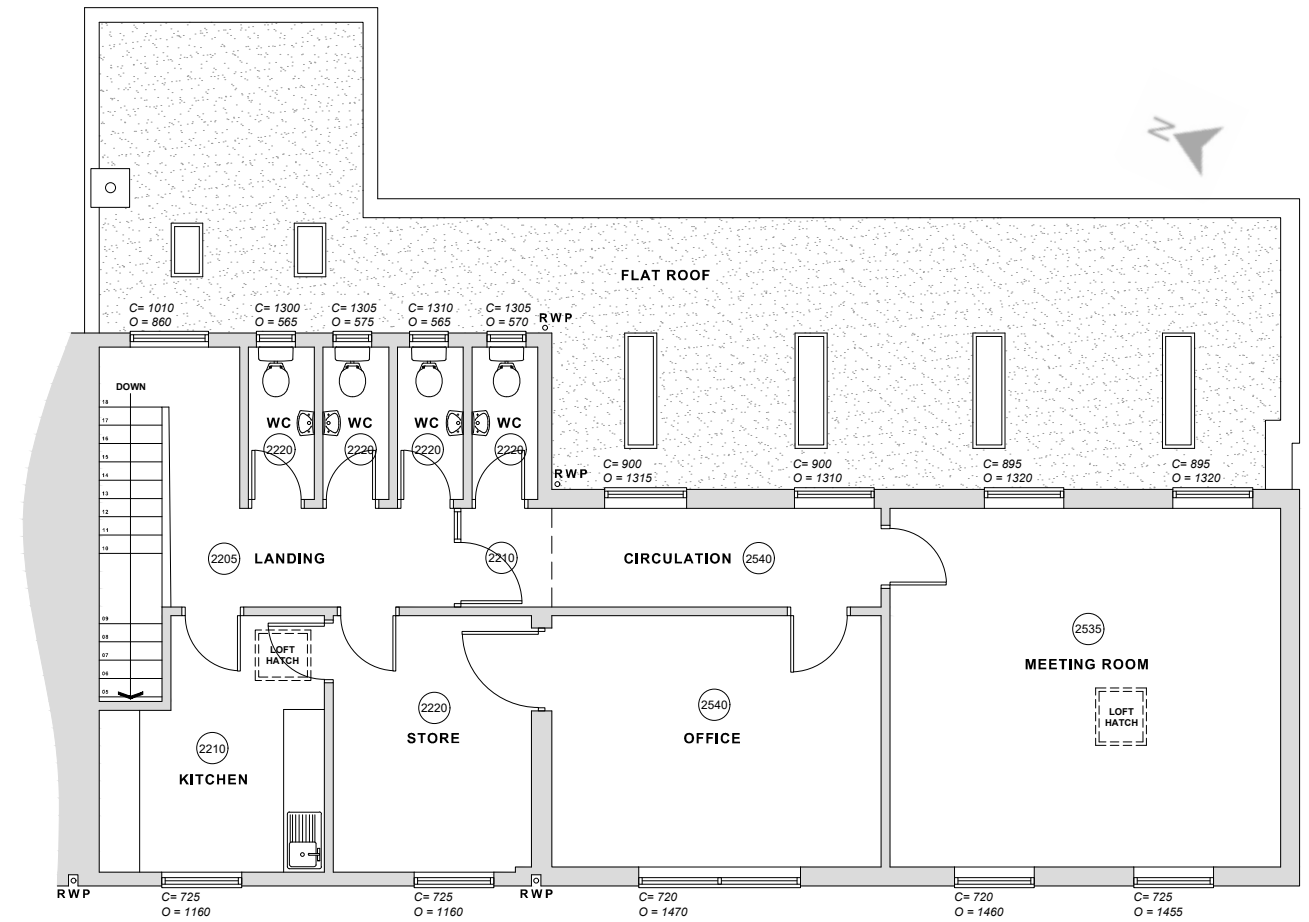
Above: Photo taken within existing library, facing south-west.

The site includes a brick and concrete pantile pitched roof building originally built in 1974, located on the east side of South Market Place within the picturesque town of Alford. This building acts as a hub within the town, providing a selection of library services and is run by local volunteers belonging to Alford Focal Point. This building also provides a wide range of local and tourist information to visitors.

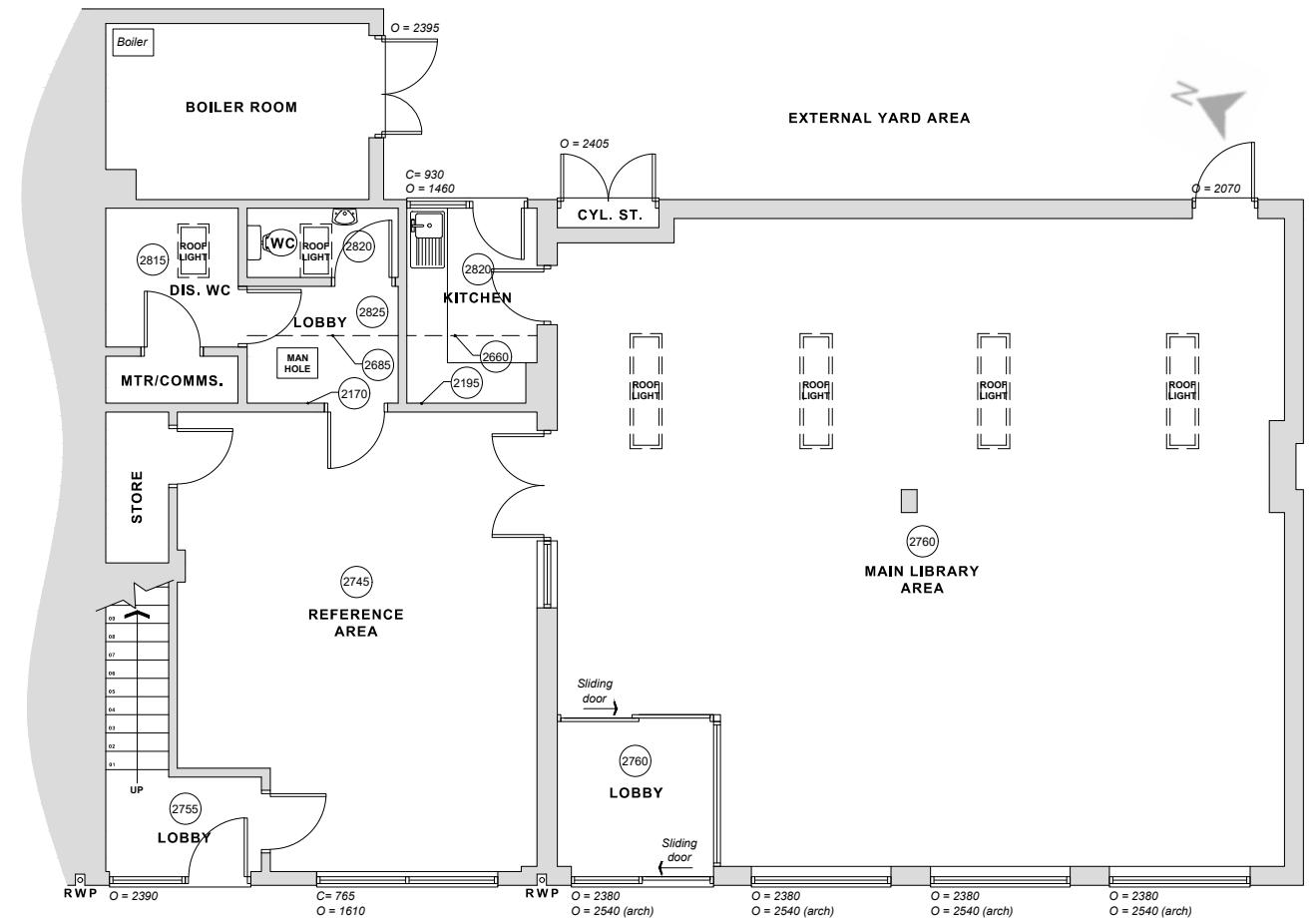
The building features public library spaces and a computer suite on the ground floor and offices at first floor level. The building is primarily two-storeys, featuring a single storey extension at the rear.

The primary front entrance door is located centrally on the western front elevation. The building features a rear entrance and yard area to the rear. There is a secondary entrance at the north-west corner of the building adjacent the stairs. The first floor level is accessed by this single staircase and the building features no lift.

The site includes car park spaces and public WCs at the rear of the building. Located to the front west side of the site is a pedestrian area, featuring a bus stop and shelter. To the south of the site there is a public car park with two charging points. This area is also utilised for town event such as markets.



EXISTING FIRST FLOOR PLAN



EXISTING GROUND FLOOR PLAN

2.0 Existing site and surrounding urban context

2.2 Planning Context

2.2.1 Planning History

The records state that the existing site has had only one planning application made, in summary this includes:

Application: N/003/01431/97

Description: Planning Permission - Provision of a CCTV surveillance dome at 5m.

Decision: Approved (17 Oct 1997)

2.2.2 Planning Legislation Guidance

The following proposals have been designed with consideration of legislation and local planning guidance, this includes:

- » East Lindsey Local Plan - Adopted 2018:
- » Policy A4: Protection of General Amenities
- » Policy A5: Quality and Design of Development
- » Policy ENV3: Foul and Surface Water Disposal
- » Policy C1: Development and Demolition Affecting a Conservation Area
- » Policy C2: Development and Demolition Affecting a Listed Building
- » East Lindsey Core Strategy - Submissions Modifications Draft
- » Strategic Policy 1: A Sustainable Pattern of Places
- » Strategic Policy 2: Sustainable Development
- » Strategic Policy 10: Design
- » Strategic Policy 11: Historic Environment
- » Strategic Policy 16: Inland Flood Risk
- » Strategic Policy 14: Town/Village Centres and Shopping
- » Strategic Policy 15: Widening the Inland Tourism and Leisure Economy
- » Strategic Policy 22: Inland Flood Risk
- » Strategic Policy 23: Landscape
- » Alford Neighbourhood Plan 2018-2031: Policy 5 - Town Centre Vitality and Viability
- » Alford Neighbourhood Plan 2018-2031: Policy 10 - Heritage and Design

2.2.3 Pre-application planning advice

Prior to the submission of the formal full planning application, pre-application planning advice was obtained East Lindsey District Council Planning Authority, dated 14th March 2022.

The pre-application advice concluded as follows:

"Conclusion

It is therefore considered that the principle of the proposal would be acceptable and subject to the advice given is likely to be supported..."

The following points were touched upon by the planning authority regarding suggested advice or details / further clarification required. These points are accompanied by our comments opposite.

No.	Pre-application Advice Points	Response / Action
1	"The proposal includes the provision of new public toilets. Given the existing toilet block provides the only public toilets in Alford it is suggested that consideration will need to be given to the temporary measures to provide toilets during the construction phase until the new toilets are available."	Temporary public toilets would be provided during the construction works. Details and arrangements would be prepared with the appointed with main contractor. These details can be submitted to the local planning authority for approval at a later date (pre-commencement) if required.
2	"The existing main building is constructed from a modern brick which is not in keeping with the historic character of the Market Place. There is an opportunity to render the existing main building incorporating insulation and in so doing allowing the front windows to be re-proportioned slightly to be more in keeping with the character and appearance of the conservation area."	This suggestion is welcomed and agree that the existing modern brick negatively impacts upon the existing Conservation Area. We welcome the suggestion of the render and window alterations to the existing building. However these are subject to project budget and detailed cost analysis during the later detailed design / tender stage. Ideally if it is possible, we would want to include these works and subsequently submit the necessary planning application / NMA as necessary.
3	"The use of grey aluminium windows is noted but little detail has been supplied for the Council's Historic Environment Officer to comment on."	This formal planning application includes typical door and window details for review.
4	"It is noted that the proposed plans indicate a flat roof to part the rear extension with access from the first floor for maintenance. Whilst maintenance access would be acceptable the use of the area as a roof terrace could result in a harmful impact on the amenity of the neighbours of the flats with regards to noise and overlooking."	We agree and confirm that the flat roof is not to be used as a terrace at anytime, and first floor access is strictly for maintenance purposes only, such as leaf clearance and remedial repairs.
5	"It is also noted that plant equipment is proposed to be positioned on this flat roof. No noise details of the plant have been submitted. This will be required and assessment of any potential impact will need to be considered. Alternately could the plant be positioned on the ground if there is sufficient room within the site."	Following this, the proposals call for the plant area for the potential Air-Source Heat Pumps (ASHP) to be positioned at an alternative roof position above the public toilets. This in order to positioned away from the neighbouring dwelling (12.2m) and mitigate any potential acoustic impact to amenity.

3.0 Design

3.1 Brief and design objectives



Brief and Design Objectives

The following project seeks to extend and overhaul the existing building to provide modern civic facilities and meet the requirements as follows:

- » New enlargement of the existing building to provide a dedicated Children's Library and additional office space.
- » New Children's Library to be a multi-functional space, which can be utilised for public event hire, such as children's playgroups, yoga classes, music rehearsal space, social events, etc., providing income for the library charity.
- » □ New meeting room which can be for public hire, and for use by officers from LCC ELDC and other public bodies visiting clients in Alford.
- » Consideration of building security and usage at different times of day, such as restricted access to offices after working hours.
- » Improved disabled accessibility, such as installation of lift for first floor access and accessible WCs.
- » Include areas for the display of tourist information for Alford.
- » Dedicated office space on ground floor for Town Clerk.
- » Situated within the Alford conservation area, the design must be sensitive to its surrounding historical context.
- » Existing door and window units to be replaced with new thermally efficient units.
- » Existing boiler and heating system to be replaced.
- » Utilisation of sustainable technologies where possible, such as Air-Source Heat Pumps, Photovoltaic Panels, etc.
- » Improved separate welfare for office users and public.
- » Plentiful natural light and ventilation.
- » Robust building materials and finishes, which can be easily cleaned and aesthetically pleasing.
- » Building improvements for compliance with building regulations, such as Part B (fire) compartmentation requirements.
- » Plentiful storage areas for equipment and books.
- » Renewal of existing tired 1970's public WC block and provision of new 'Changing Places' facilities.

The fundamental objective of this project is to reinvigorate this key existing social hub for the town of Alford and the surrounding wider areas, to ensure the longevity of this important community asset and resource. Failure to move forward and evolve with the modern requirements of its users will ultimately result in obsolescence and subsequent closure.

3.0 Design
3.2 Project Narrative



**PROVISION OF
QUALITY MODERN
OFFICE FACILITIES
FOR ALFORD TOWN
COUNCIL**



**CREATION OF
NEW INSPIRING
COMMUNITY
LIBRARY HUB &
MULTI-EVENT SPACE**

3.0 Design

3.3 Proposed Ground Floor Plan



A



B



C



D



E

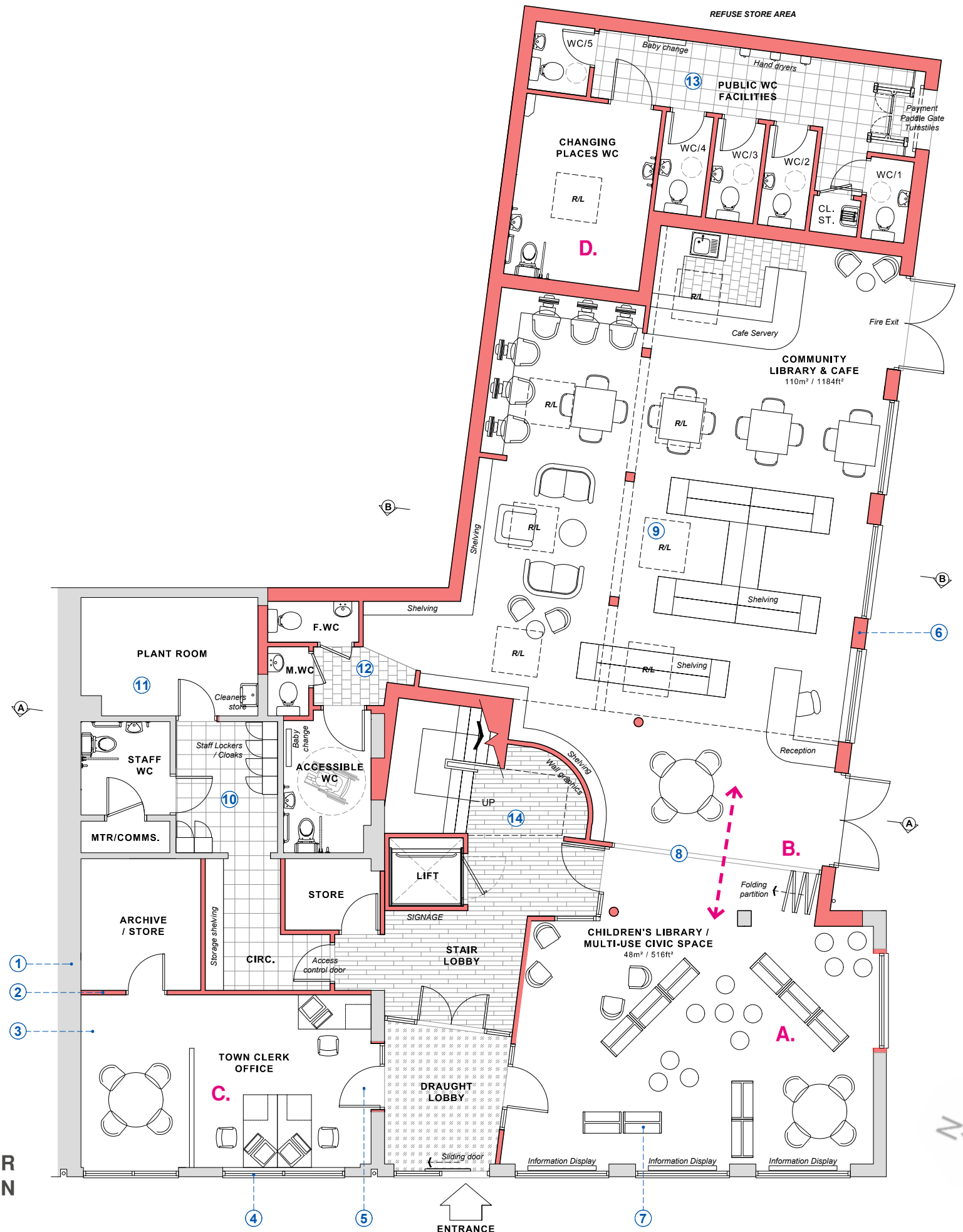
The principal design objective of this sketch scheme is centred around the new Children's Library / Multi-Use Space and connections with the existing Library space. The proposals seek to improve building functionality, flow and aesthetic quality. This design option includes for the existing dilapidated Public WCs with new Uni-sex WCs and Changing Place facility. Key points of this scheme include:

1. Existing wall structure to be retained.
2. New wall structure to be installed where shown.
3. Existing staircase to be removed and utilisation of space.
4. All existing door and window units to be replaced with new aluminium framed double-glazed units, colour Green Grey (RAL 7009).
5. New internal door openings to be created as shown.
6. Existing rear single-storey extension to be partially removed and Public WCs to be removed. New extension to be installed, feat. red brickwork walls (laid in Stretcher Bond) and clay pantile pitched roof coverings.
7. New Children's Library to feat. movable book trolleys / shelving, enabling the space to be cleared and used by activity groups and event hire purposes.
8. New bi-fold acoustic partition walls between main library area and new Children's Library / Multi-Use Space, allowing either free-flow between or to be locked for security during after-hour event hire.
9. New roof lights, providing access to natural light and ventilation.
10. Designated secure staff welfare area, featuring accessible WC and lockers / cloak hooks.
11. New boiler heating system to be installed within existing area, feat. new HWC for Air-Source Heat pumps and other plant equipment.
12. New WCs for use by library / cafe users.
13. New public inclusive WCs and 'Changing Places' facilities.
14. New central main protected staircore, featuring platform lift to allow first floor access for all building users.

KEY

- A. Interactive children's seating and mobile shelving trolleys.
- B. Community computer suite
- C. Community book cafe
- D. Provision of new modern office facilities.
- E. Changing places facilities.

PROPOSED GROUND FLOOR SKETCH PLAN



3.0 Design

3.4 Proposed First Floor Plan



A



B



C



D

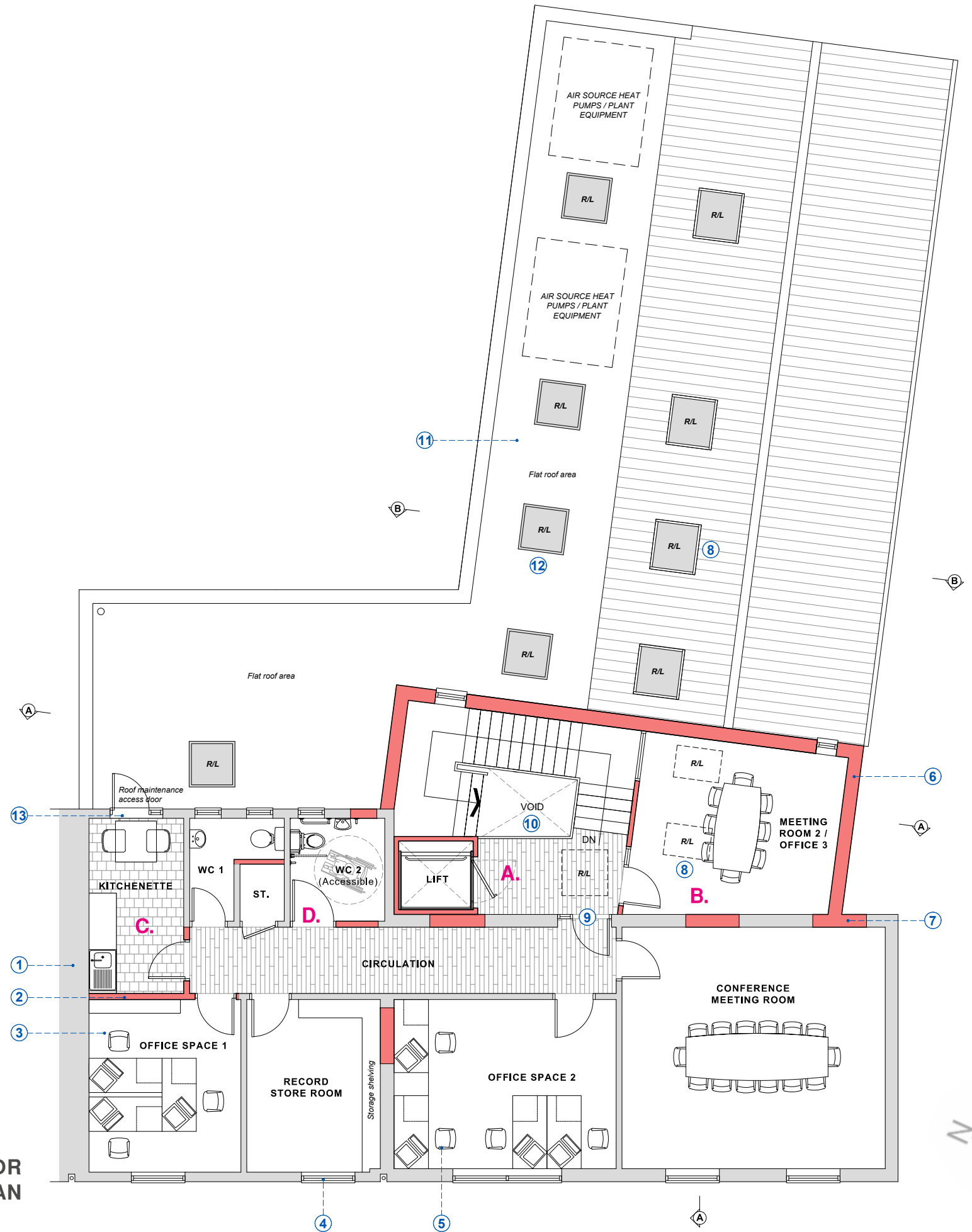
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3. Existing staircase to be removed and utilisation of space.
4. All existing door and window units to be replaced with new aluminium framed double-glazed units, colour Green Grey (RAL 7009).
5. New wall partitions to be installed to segregate office spaces as shown.
6. Existing rear single-storey extension to be partially removed and Public WCs to be removed. New extension to be installed, feat. red brickwork walls (laid in Stretcher Bond) and clay pantile pitched roof coverings.
7. Existing window openings to be blocked-up where shown.
8. Conservation roof lights within inner-roof slopes, providing plentiful natural light and ventilation.
9. Cills of former external window openings to be lowered to form door openings, feat. glass panel doors / glazed screens.
10. New central main protected staircore, featuring platform lift to allow first floor access for all building users.
11. Single storey flat roof structure, feat. area for external plant equipment and Air-Source Heat Pumps (ASHP).
12. Single-storey flat roof area to feature flat roof lights, providing plentiful natural light and ventilation.
13. Existing window cill to be lowered to form opening for maintenance access door to flat roof. New window unit to feature translucent glazing to obscure view of plant equipment on flat roof. Note maintenance access only.

KEY

- A. New platform lift for inclusive access.
- B. New meeting rooms and office spaces to be created.
- C. Staff office kitchenette.
- D. New provision of accessible WC facilities.

PROPOSED FIRST FLOOR SKETCH PLAN



3.0 Design

3.5 Proposed Site Plan



- Key**
1. Existing Alford Library and Focal Point building.
 2. Existing rear single-storey extension to be partially removed. New extension to be installed.
 3. Roof lights within rear inner-roof slopes and out-of-sight, providing plentiful natural light and ventilation.
 4. Single-storey flat roof structure, feat. area for external plant equipment and Air-Source Heat Pumps (ASHP).
 5. Existing dilapidated WC block to be removed and new Public WCs and 'Changing Places' to be provided.
 6. Refuse storage area at rear of building.

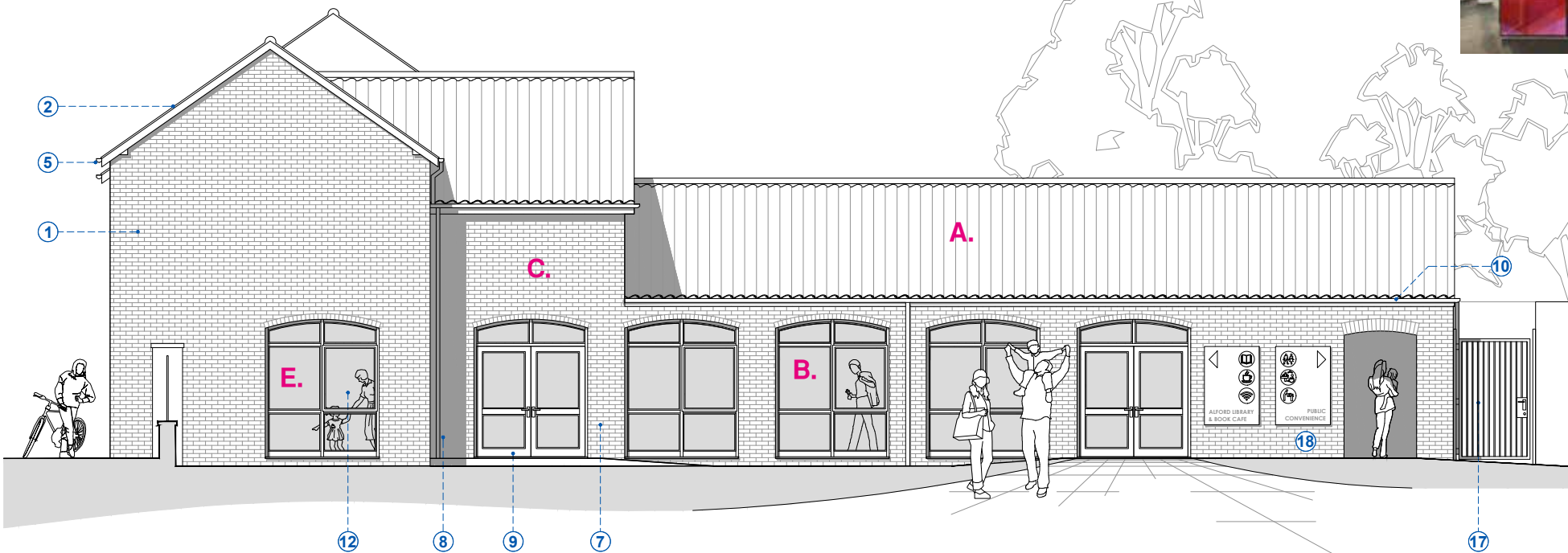
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PROPOSED SITE PLAN

3.0 Design

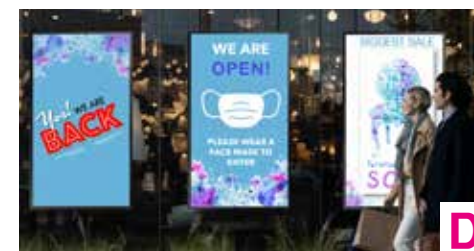
3.6 Proposed West and East Elevations



PROPOSED WEST FRONT ELEVATION



PROPOSED SOUTH SIDE ELEVATION



KEY

- A. Clay pantile roof coverings.
- B. Aluminium framed door and window units, colour Grey Green (RAL 7009).
- C. Redbrick walls featuring lime coloured mortar.
- D. Informational digital display screens within windows.
- E. Translucent graphic manifestations to glazed screen partitions.

This design option seeks to compliment and blend-in with the existing surrounding conservation area as much as possible.

Key points of this scheme include:

1. Existing brick wall structure to be retained.
2. Existing concrete pantiles to be replaced with new clay pantile roof coverings.
3. Existing window and door units to be replaced with new aluminium framed double glazed units, colour Green Grey (RAL 7009).
4. Former door unit to be replaced with new window.
5. Existing fascia / barge boards to be repaired and redecorated, feat. painted finish colour Green Grey (RAL 7009). Existing uPVC rainwater goods to be replaced with aluminium units, PPC finish colour Green Grey (RAL 7009).
6. Vaulted ceiling featuring exposed timber trusses and columns.
7. Existing rear single-storey extension to be partially removed and Public WCs to be removed. New extension to be installed, feat. red brickwork walls (laid in Stretcher Bond) and clay pantile pitched roof coverings.
8. New extension to be set back from the existing south gable, to delineate the evolution of the building.
9. New window and door units to new extension, feat. segmental brick arches and aluminium framed double glazed units, colour Green Grey (RAL 7009).
10. New extension to feat. aluminium rainwater goods, PPC finish colour Green Grey (RAL 7009).
11. New metal cappings to flat roof parapet, PPC finish colour Green Grey (RAL 7009).
12. New windows to feature translucent graphic manifestations, providing privacy screening from car park into Children's Library / event space whilst providing natural light.
13. New rooflights located on northern roof slopes and hidden from view.
14. New flat roof lights
15. Wall shelving for books
16. Existing window cill to be lowered to form opening for maintenance access door to flat roof. New window unit to feature translucent glazing to obscure view of plant equipment on flat roof.
17. Timber boarded door to market storage area, painted finish colour Green Grey (RAL 7009).
18. New pressed metal signage, colour Green Grey (RAL 7009) with white coloured lettering / icons.

3.0 Design

3.7 Proposed West and East Elevations



A



B



C



D

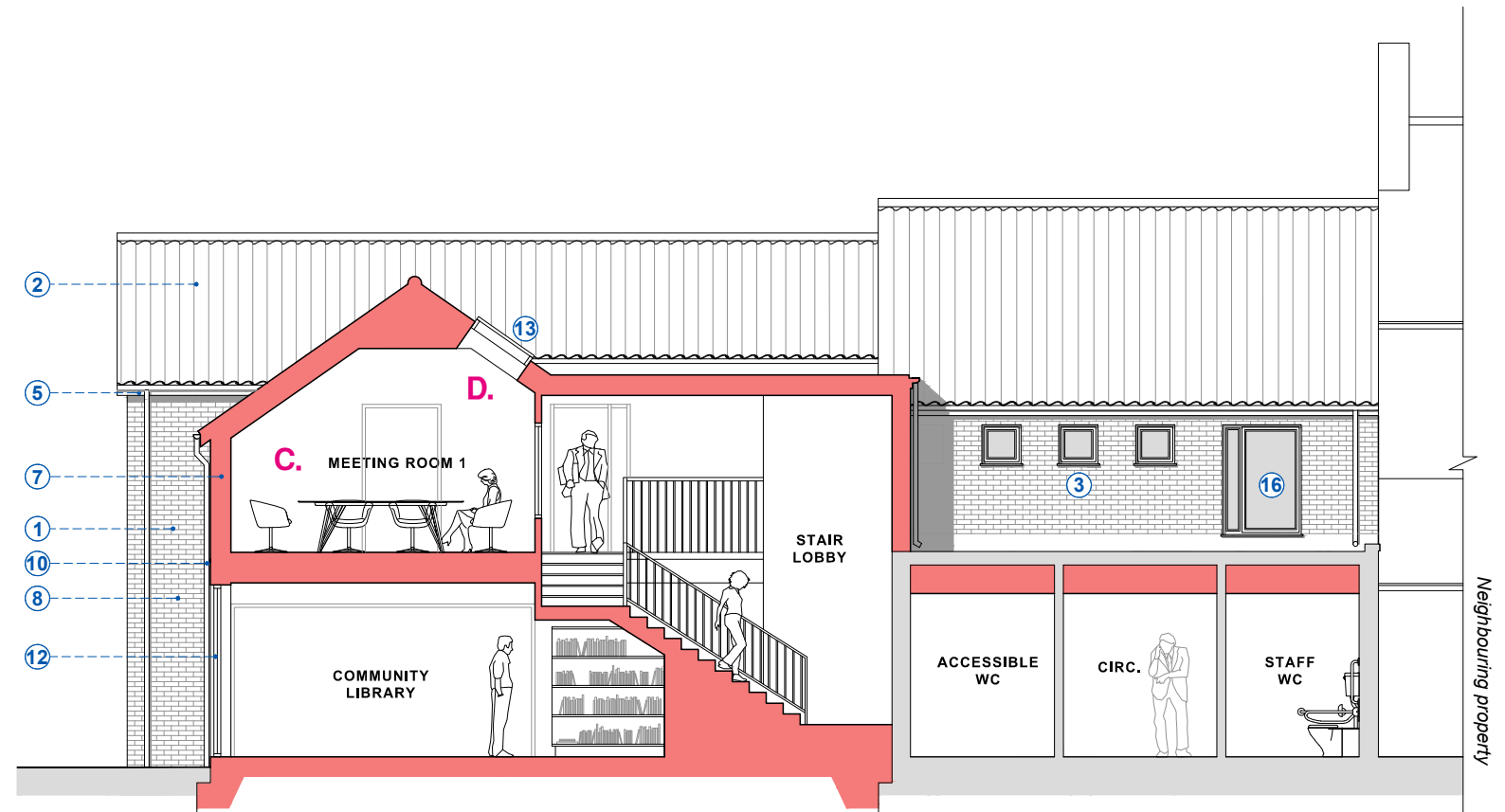
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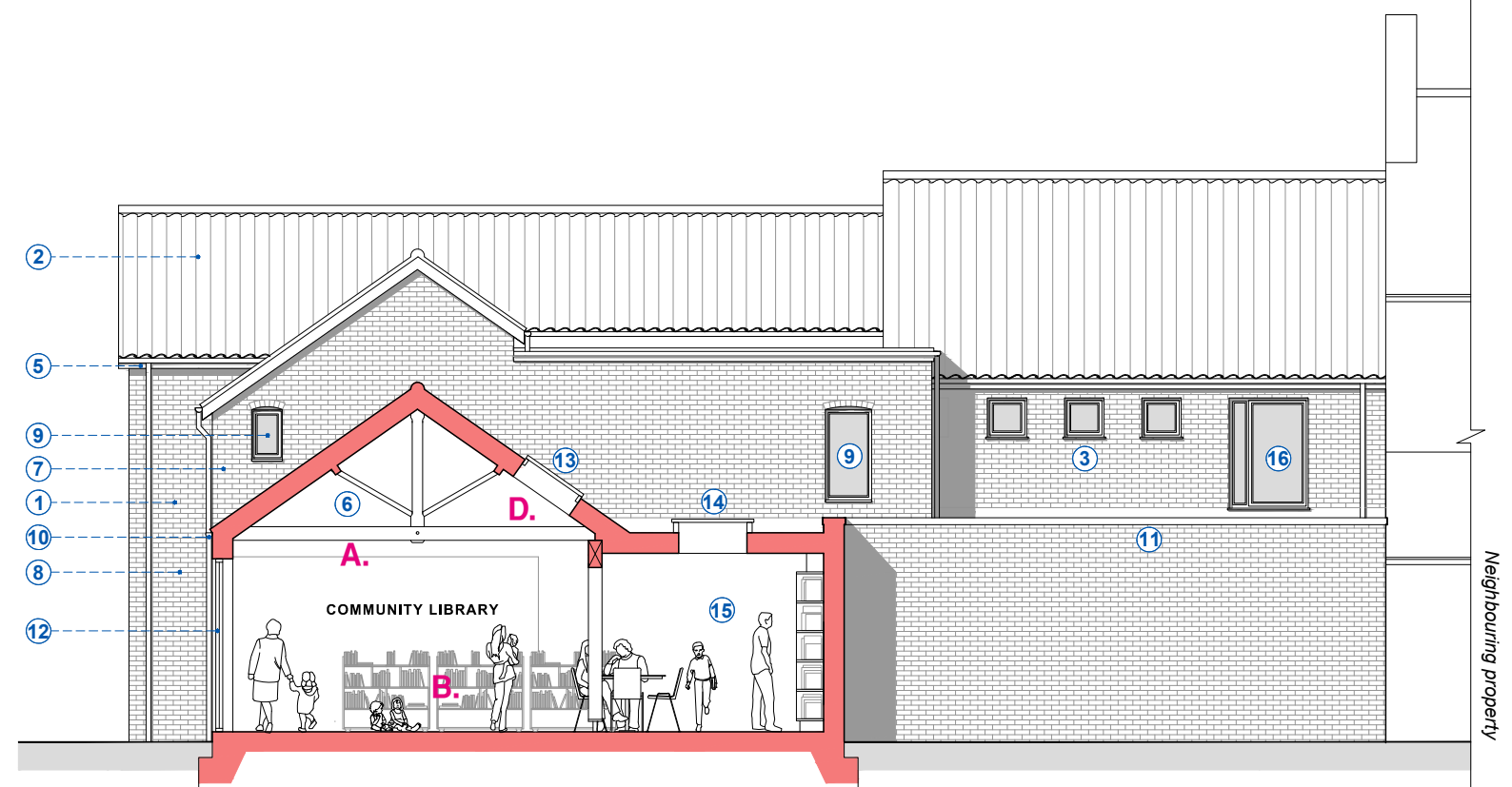
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18. New pressed metal signage, colour Green Grey (RAL 7009) with white coloured lettering / icons.

KEY

- A. Vaulted ceiling within new community library space, featuring exposed roof trusses.
- B. Colourful community library furniture and fixtures.
- C. Meeting room at first floor level.
- D. Roof lights for natural light and ventilation.



PROPOSED SECTION A-A



PROPOSED SECTION B-B

3.0 Design

3.7 Proposed West and East Elevations



PROPOSED SOUTH SIDE COLOURED ELEVATION



Right:
Photo of existing rear of library building and public toilet block

3.0 Design

3.8 Proposed massing visual A: view from South Market Place, facing north-east



3.0 Design

3.9 Proposed massing visual B: view from existing car park, facing north-west

Existing concrete roof tiles to be replaced with new clay pantiles



Entrance to existing car park

Existing building

New rear extension

Entrance Public WCs

Secure gates for refuse.

3.0 Design

3.10 Proposed massing visual C: internal view within library extension, facing east.

Roof lights to rear north side to allow plentiful natural light within library.

Exposed internal roof trusses



New wall shelving which wraps around curved wall corner.

Central reception desk, providing passive surveillance to all public areas.

Fire escape and side entrance doors to existing car park.

4.0 Access



4.1 Approach / Entrances

The primary entrance into the building is to remain from the Market Place square, situated on the west side on the building. The proposal includes for a new central stairs and accessible lift to allow inclusive access for all. The new extension to the rear features two fire exit double-doors, which open out through to the adjacent car park (AD Part B: Fire safety). The new public WC access is from the adjacent car park as existing. All external doors are to include accessible level thresholds for inclusive building access, such as for wheelchair and ambulant building users (AD Part M: Access to and use of buildings).

4.2 Summary of traffic and transport impact

The existing building and proposed scheme does not include for any on-site car parking. Situated directly adjacent to the site is an open public car park, which can be used by staff and building visitors. The proposals do not include for the loss of any car parking spaces to within the adjacent car park.

The site and wider town is serviced by good local transport network, and includes a bus stop opposite the building main entrance.

The development does not include for any new dwellings to be created or sizable commercial operations, therefore it is considered that the impact to surrounding traffic caused by the proposed works is considered negligible.

4.3 Refuse

The proposals include for an allocated area of refuse store to be created, situated at the east end of the new extension gable. This open store area would be secured by new 2.0m high metal security gate / fence, which would be accessed from the neighbouring car park.

4.4 Drainage

All collected surface rainwater from the new extension connect into existing surface drainage runs, leading to the main sewer in the road.

5.0 Environmental impact & considerations

5.1 Flood risk assessment

The site is identified as being located within a Flood Zone 1 - an area with a low probability of flooding.

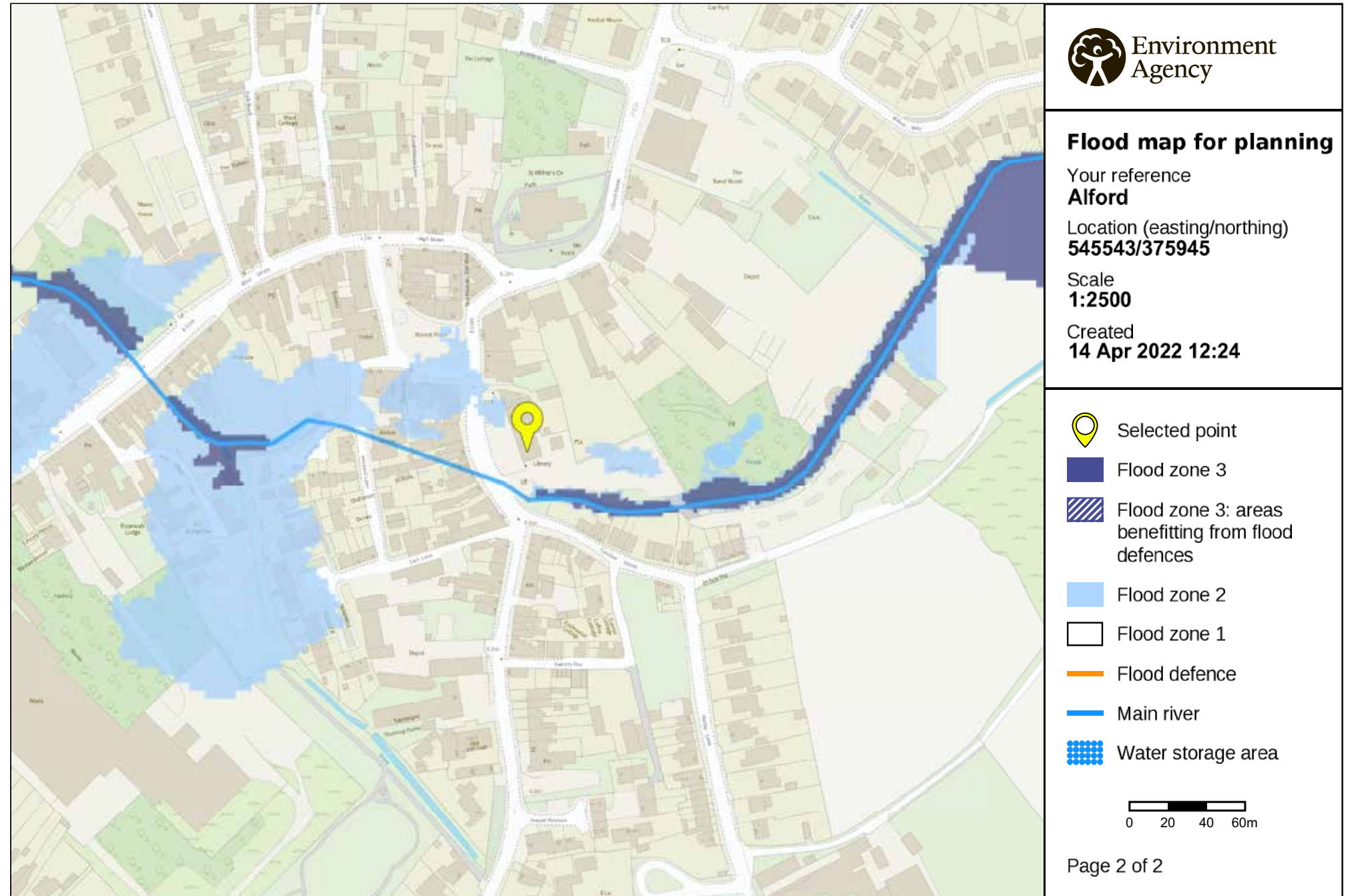
As the proposed works are less than 1 hectare and surface water displacement on site and elsewhere, a formal flood risk assessment is not required for this application.

5.2 Noise / Dust

The proposed works include for the demolition of the existing single storey rear extension and toilet block. Subsequently this would involve an element of noise and dust to be created. These works would be carried out by a specialist demolition contractor within typical working hours.

5.3 Sustainable Technologies

The new library extension will include a thermal efficient building envelope. Mechanical heating to the new extension during winter months is to be provided using underfloor heating system, which would be powered using Air Source Heat Pumps (ASHPs). The underfloor heating system will allow evenly distributed low-level heating to be provided for optimal comfort. The remaining existing parts of the building would be heated using traditional wall mounted radiators.



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Above: Flood map extract showing identified flood zones surrounding the application site

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