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The Jam Factory
4 Hollybush Row
Oxford
OX1 1HU
Design and Access Statement

November 2023

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Riach Architects Limited is registered in England and Wales, Company number: 8867519
Registered office: 65 Banbury Road, Oxford, OX2 6PE
A full list of Riach Architects Directors is available for inspection at the registered office



1.0. INTRODUCTION

This Design and Access Statement has been prepared by Riach Architects Ltd and is offered in support of the planning application and listed building consent for external and internal refurbishment including replacement of windows and doors and addition of PV panels to part of the former Cooper's factory site.

Pre – application advice has been sought (ref:23/01983/LBPAC)

2.0. Location and Site



Fig.1 - Site Context (Google Maps)

The site is situated in West Oxford on the junction of Park End Street and Hollybush Row, less than 200m away from Oxford Rail Station. It is well connected to public transport links, being served by multiple bus routes and local and national rail services. The nearest public car parks are on Becket Street and Worcester Street, both situated a short distance away.

Currently the site is accessed from Hollybush row, via gated entrances in the boundary wall. The proposed scheme makes no changes to access and will retain the existing gates which will be refurbished as part of the works. Deliveries to the existing building are via a loading bay with a dropped kerb on Hollybush Row.

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Figure 2 - The site (Google Maps)

2.1. Existing Buildings

The site measures 483m² and comprises a number of early to mid-20th century industrial buildings. Formerly part of the Cooper's marmalade factory, the building is Grade II listed owing to its architectural and historical interest and is also located in Central Oxford Conservation Area. Most recently used as the 'Jam factory,' a restaurant and arts centre, the site has been unoccupied since its closure earlier this year. Due to the buildings listed status and its location in a conservation area, a Heritage Report has been commissioned to inform the proposed works and ensure that the proposed alterations do not compromise the historical integrity of the site.

The existing buildings are mostly single storey and predominantly built of brick, with a mixture of pitched and flat roofs. Owing to the growth of the site over several decades, there is little coherence to either the interior or exterior of the building, with many later changes eroding its historical significance. Prominent features within the existing building include the vaulted ceilings with exposed structure and extensive roof lights. Although the condition of the building is generally good, a lack of maintenance has resulted in deterioration, most notably as a result of water ingress.



2.2. Planning History

Although no planning applications for the site have been submitted under the address on Hollybush Row, a number of planning applications have been submitted for the site under the address of 27 Park End Street Oxford OX1 1HU. In these cases, the redline boundary covered both the offices fronting Park Street and the rear buildings on Hollybush Row.

Reference: 19/02596/LBC

Address: 27 Park End Street Oxford OX1 1HU

Description: Repair and replacement of existing glazing bars and glazing to roof lights and canopy.

Reference: 15/03377/FUL

Address: 17, 22, 25,26 And 27 Park End Street Oxford Oxfordshire OX1 1HU

Description: Change of use of pavement to allow provision of tables and chairs for customers.

Reference: 18/03144/CND

Address: 27 Park End Street Oxford OX1 1HU

Description: Details submitted in compliance with condition 4 (External doors & Stairs) and 6 (External plant finish) of planning permission 18/03144/FUL.

Reference: 18/03144/FUL

Address: 27 Park End Street Oxford Oxfordshire OX1 1HU

Description: Demolish existing brick shed in the courtyard and timber shed on the roof. Replacement doors to front and rear of the lobby, installation of air handling units to roof, resurfacing works to the rear yard area, alterations to windows and doors and installation of cycle storage.

Reference: 18/03145/LBC

Address: 27 Park End Street Oxford Oxfordshire OX1 1HU

Description: Internal alterations to include demolition of wall partitionings and refurbishment of offices. Replacement of front and rear passageway doors. Installation of roof mounted air handling units. Alterations to windows and doors. Jam Factory (Frank Cooper's Marmalade Factory). (Amended Plans)

Reference: 19/00885/FUL

Address: 27 Park End Street Oxford OX1 1HU

Description: Formation of secondary glazing to all windows and installation of external lighting.

Reference: 19/02017/LBC

Address: 27 Park End Street Oxford Oxfordshire OX1 1HU

Description: External refurbishment and installation of external lighting

Reference: 19/00886/LBC

Address: 27 Park End Street Oxford OX1 1HU

Description: Installation of secondary glazing to all windows. (Amended description).

Reference: 19/00886/CND

Address: 27 Park End Street Oxford OX1 1HU

Description: Details submitted in compliance with condition 3 (Further details – Window stays) of listed building consent 19/00886/LBC

Reference: 19/02733/FUL

Address: 27 Park End Street Oxford Oxfordshire OX1 1HU

Description: Provision of bin store. Relocation of cycle stores.

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Figure 3 - External brickwork showing later alterations. (Survey Photo)

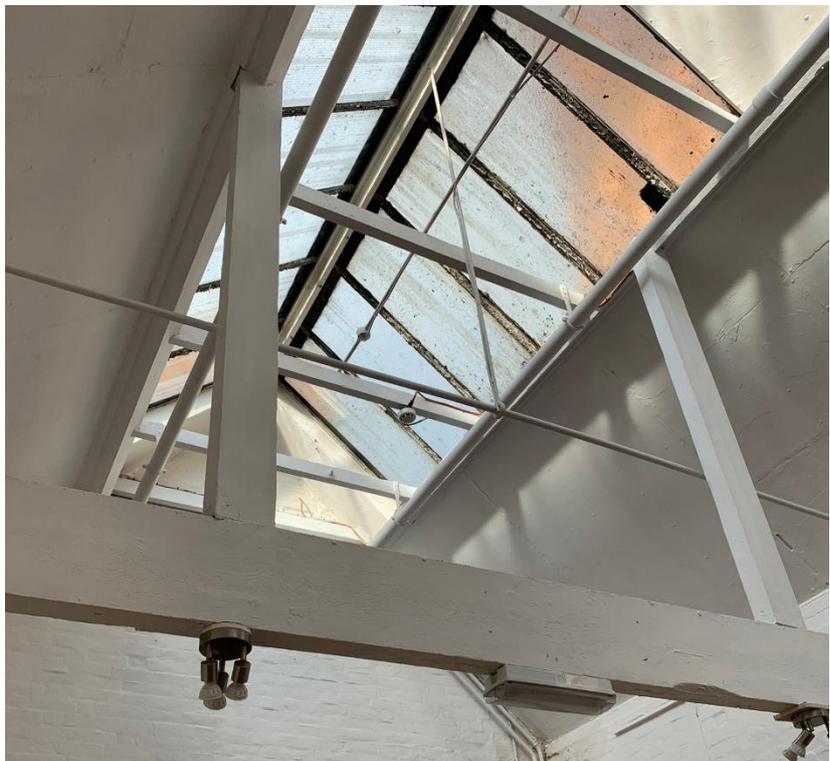


Figure 4 - Vaulted ceilings with roof lights (Survey Photo)

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Figure 5 - Evidence of water ingress (Survey Photo)

3.0. Detail Design Proposals and rationale

The building has suffered from a lack of maintenance over the years and now requires an extensive refurbishment. The proposed scheme seeks to address these issues with an internal and external renovation of the premises, including the replacement of windows and doors.

External Works –

- New crittal windows reinstated in the original position. This will enhance the buildings appearance, by restoring the Hollybush Row elevation to its original appearance and removing mismatched brick infill.
- New double glazed crittal windows and doors to the match existing will replace later UPVC glazing and restore the industrial appearance of the building.
- The existing roof membrane will be replaced with slates to match the rest of the existing roof. This will prevent further water ingress and improve the roofscape of the conservation area by utilising traditional materials and methods. When renovating the roof, the opportunity will be used to insulate the building and improve its energy efficiency. These works will also prevent further water ingress and reduce the need for costly maintenance in the future.



- The existing rooflights will be replaced or refurbished. This will enhance the buildings appearance by replacing unsympathetic modern rooflights with units to match the originals. Where replaced this will be with double glazing.
- Boundary wall to be reduced to original height with new coping. This will remove mismatched brickwork and restore the Hollybush Row elevation to its original appearance.
- The lintel above the gateway is to be repaired.
- The wooden doors are to be refurbished and repainted the same colour.
- New flues for the coffee roasters will be installed. These will be routed through a roof light to avoid cutting to the timber clad vaulted ceiling.
- Installation of PV panels. It is proposed that these will generate electricity for the building as part of the sustainability strategy. As the roof is shallow and set back from the street, their visual appearance will be limited.

Internal Works –

- The existing floor finish will be replaced throughout with new tiles. Concrete substrate will be retained where possible, with a new damp proof membrane and insulation laid on top. This will improve the buildings thermal performance and prevent issues with damp.
- The interior will be redecorated throughout with new plasterboard and painted finishes. This will update the inside of the building which has not been maintained over the years.
- M & E will be replaced throughout.

4.0. Relationship with Context

The proposed external alterations are not intrusive and aim to enhance the appearance of the building, by removing late 20th century additions which have little heritage significance. By replacing the existing glazing with an industrial crittal style and reinstating the original slate roof the appearance of the building will be greatly improved, and its heritage significance enhanced. These actions will have little impact on the visual appearance of the building within the conservation area.

5.0. Materials and detail

It is proposed that the external alterations will replicate materiality like for like, this will ensure that these works are sensitive to the historic fabric. New metal crittal style windows and doors will replace UPVC glazing in the later extensions, replicating the style of the surviving, original windows.



The proposed replacement of the roof membrane with slates restores the originality of the building and ensures that all the pitched roof areas match in materiality. Where later openings have been cut into external brickwork, a brick of similar colour or size will be used to repair these areas.

6.0. Flood Risk

The site is located in flood zone 2, with a medium risk of flooding. The nearest watercourse is the Castle Mill Stream, situated 200m away to the east. As the proposal is for renovations to an existing building, the development will not increase the flood risk to additional properties.

7.0. Sustainability

The proposals seek to make efficient use of a previously developed site by sensitively altering the existing buildings to accommodate the changing necessities of its occupants. The reuse of an existing building is accepted as the most environmentally sustainable type of development and is in line with the Council's sustainability policies. By doing this the proposal will safeguard the future of the existing buildings on site as well as enhancing its sustainability.

During the proposed works, measures will be implemented to improve thermal performance and the sustainability of the building. As the existing buildings are a designated heritage asset, these works will be carried out within the limitations of conservation policy. The walls and floors will be insulated during the internal renovations and the removal of the existing roof membrane presents the opportunity to insulate the roof. The installation of double glazing in the new windows will also improve the thermal performance and offset heat loss through the original windows. The installation of solar panels will allow building to generate zero-carbon electricity and reduce dependency on energy from the grid.

8.0. Conclusion

Overall, although the proposed refurbishments are extensive, they are focussed on rectifying later alterations and are designed to sensitively enhance the existing building. The proposed works are respectful of its location in a conservation area and its designation as a Grade II listed building. It is our view that these proposals achieve these aims and that they should therefore be supported by the planning and conservation authorities.

