

## **DESIGN & ACCESS STATEMENT**

### **1.0 Proposals**

- 1.1 The proposals relate to the Change of Use of first floor rooms above the Post Office and Tea Rooms from offices (B1 Business) to a flat (C3 Dwellings). Internal alteration will include the removal of an internal staircase and the addition of external steps at the rear to give direct access to the first floor flat.

### **2.0 Location**

- 2.1 Wortley Post Office and Tea Rooms is located at the junction of Park Avenue and Church View (A629).
- 2.2 A Site Location Plan is included on drawing P2 Block/Location Plan.

### **3.0 Assessment**

- 3.1 The existing use is Offices. A survey plan and photographs of the building are included as part of the application documents Ref S1 Survey (A3) and photographs of the rear South West Elevation are included in Appendix A of this statement. The existing layout comprises staircase access from a lobby at ground floor level to three rooms and two toilets. Within the corner of Room 1 is a small kitchen area.
- 3.2 The works will involve the removal of the existing staircase and formation of a new rear access in the South West elevation.
- 3.3 The building is not Listed but is located within the Conservation Area. It requires no alteration or extension to the external elevations as part of the Change of Use.
- 3.4 The existing office use has no allocated car parking although visitor parking spaces are available for short term stay on Park Avenue opposite the Post Office.
- 3.5 Wortley Village currently has many facilities including a Church, Public House, Hotel and Restaurant, Post Office, Guest House, Tea Rooms, Farm Shop and a members club all within or close to the village centre. The property is located at the heart of the village and provides access to local services and amenities. Regular bus services run to Sheffield and Barnsley as well as local conurbations within the area for travel further afield.

3.6 Drainage connections are available. There is no alteration to the provision of surface water drainage and foul water will connect to existing drains and sewers. There are no issues with regard to flood risk.

3.7

#### **4.0 Evaluation**

4.1 The building has been used as offices on an occasional basis for 12 months until the former tenant vacated the property in May 2012. The property is capable of use as a flat with a minimum of works that will have no effect on the principal North East and North West elevations.

#### **5.0 Design**

5.1 Use

The first floor will be subject to Change of Use from B1 Business to C3 Dwelling.

5.2 Amount

The total floor area of the first floor is 85.2m<sup>2</sup>. This does not include the staircase which will give access to the first floor and also currently provides access to a staff toilet for the ground floor tea rooms. The toilet has been relocated at ground floor level.

5.3 Layout

A layout plan with section and the affected elevation has been provided on drawing No P1.

5.4 Scale

The existing building is two storey. The proposals have no impact on the scale of the existing building.

5.5 Landscaping

There are no implications to landscaping. A new path will be laid in artificial stone flags from the rear steps to Reading Room Lane as shown on drawing P2.

5.6 Appearance

The only alteration to the external appearance will be the formation of the doorway in the rear, South West elevation and the formation of the stone steps. These are illustrated on drawing P2 and P1. The door opening will have a natural stone lintel and cill and a vertically boarded timber door and frame set in 75mm reveals and painted white.

An existing soil pipe on the rear elevation which currently serves a first floor toilet will be redundant and will be relocated to serve the ground floor wc.

## **6.0 Access**

- 6.1 No parking space has been allocated with the flat although the Wharnccliffe Estate who own the property and are able to allocate parking space locally if necessary.
- 6.2 Access to the building is available from the public highway for Fire Appliances. Existing provisions for refuse disposal will be maintained.

## **7.0 Summary**

- 7.1 The property above the Post Office has been vacant for over 12 months and despite efforts to let the rooms for business use there has been no interest. There was interest from a hairdresser resulting in an application for Change of Use ref 13/05665/BR but the potential tenant gave back word. The applicants believe that Change of Use to a Flat will provide a long term use for the vacant rooms. The new access will allow the flat to be self-contained and minimise conflict with the ground floor Post Office and Tea Rooms.
- 7.2 As such we look forward to receiving the local authorities support with regard to these proposals.

A handwritten signature in black ink, appearing to read 'M Booth', followed by a horizontal flourish and a period.

**MBooth Design Ltd**

## Appendix A – Photographic Record



1. South East and South West (rear) elevation viewed from Halifax Road.



2. South West elevation viewed from Reading Room Row.