Galglass Ltd
321 Hough Lane,
Wombwell,
Barnsley.
S73 OLR

Planning, Design & Access Statement

Relating to: Change of use from a residential dwelling to commercial office space.

Applicant: Galglass Ltd, 321 Hough Lane, Wombwell, Barnsley. S73 OLR

Location: Galglass Ltd, 319 Hough Lane, Wombwell, Barnsley. S73 OLR

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Introduction
The following Planning, Design & Access statement has been prepared by Cadital Facility Management Services Ltd on behalf of Galglass Ltd in support of their Planning Application for the change of use from a residential dwelling to commercial office space.

This statement relates to the change of use from a residential dwelling to commercial office space, located within the existing site boundary of Galglass Ltd, 321 Hough Lane, Barnsley.

Background
Galglass are specialist manufacturers of concrete and steel storage container tanks, formed in 1979, Galglass is located at 321 Hough Lane, Wombwell, the site currently having over 2500m/2 of production and office facilities within the site boundary of 4.2 acres.

The existing building and all associated buildings within the site boundary are currently owned and managed by Galglass Ltd.

Galglass Ltd are continuing to trade and manage the site and have no intentions of changing ownership and/or use of the site or any part of the buildings & production processes within the site boundary. The company is continuing to operate a seven day working programme with the exception of public holidays and/or as production requires.

Site Description
The existing site entrance is located off Hough Lane and is bounded directly by residential dwellings and agricultural allotments; to the North of the site is a row of semi detached housing and further on being the village cricket ground; with housing and agricultural allotments to the North and North East of the site.

The South-East, South & South-West edges of the site are bounded by well established hedges and trees which continue down the embankment and overlook the residential housing on Tunstall Close, Bramhall Close and Malsin Gardens.

Office Accommodation - Existing
The main reception and ground floor production office accommodation being located to the North West side of the site, with the front main reception entrance doors to the offices being located and accessed directly off Hough Lane, the offices overlooking the main vehicular entrance access to the site and the adjacent land to the North West side of the site, with the housing of Bramhall Close beyond. The rear of the offices facing South and South-West towards the newly developed residential housing estate - Tunstall Close, Bramhall Close and Malsin Gardens.

Addition personnel access - egress being available from the existing office accommodation, and leading onto a demarked walkway within the site boundary, this running parallel along the vehicular entrance into the site, with no additional direct access onto the land to the North West side of the site.

The original main reception office accommodation being constructed from brick with slate covered roof construction. The office accommodation to the rear of the main reception being constructed from blockwork inner leafs with insulated cavity and blockwork rendered outer, with corrugated metal/composite roof construction with two direct window views overlooking the adjacent land to the North East of the site.

Residential Dwelling - Existing
As well as the commercial side of the business, galglass have the ownership of 319 Hough Lane, this property being a semi detached two storey residential dwelling with the adjacent 317-321 properties still being occupied. The ground floor layout consisting of a large open plan kitchen/dinning area with adjacent lounge, with direct access to the first floor via the internal staircase, the first floor consisting of an open landing area with access into three bedrooms and a family bathroom.

Access
The unoccupied property being located adjacent to the main site entrance, setback of Hough Lane with direct access to the property via a front and side entrance door. The front of the property overlooking Hough Lane and the adjacent cricket field, with the rear of the property overlooking the commercial units of Galglass; directed access to the rear yard being via the side of the property and via gated access from the commercial side of the business.

Proposals
Due to the continued growth and restructuring of the business, additional administration and Human Resource facilities are required. Subject to approval it is the clients intention to utilise the residential dwelling at 319 Hough Lane for use as the Human Resource side of the business.

The existing dwelling will remain cosmetically unchanged along with the internal layout of the property. The existing kitchen being utilised as a rest room facility, with the lounge area being used as a meeting room, the first floor room layouts will utilised as individual office space and store room facility.

Access and Egress
Subject to a Fire Risk assessment addition smoke/heat detectors will be installed along with recommended fire extinguishers.

Access and egress to/from the property being via the ground floor doors, these leading to the front and side of the property. In order to improve in-house security both ground floor doors will be fitted with remote intercom access/egress catches c/w emergency release.

Lighting
The front of the property being set back of Hough Lane; both the front and side elevations being illuminated from the adjacent street lighting, thus allowing a clear view of the pavement area.

Hours of administrative work
Due to the fact that the property is located between two occupied residential properties, it is the company's intention to limit the hours of working between 07.30 - 17.30 Monday to Friday / Saturday 07.30 - 13.00.

Building Occupancy
The maximum amount of permanent office staff occupying the building will be limited to four, with occasional additional meeting room personnel being limited to 6.

Office Equipment Used
Standard P.C, printing and photocopying equipment will be used within the HR department, the photocopier being located in the first floor store room above the staircase; thus to minimize any noise to the adjacent property.

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Planning History - Galglass
Over the years the company has expanded to the extent that the main production workshop has been extended towards the west adjacent to the telecommunication mast.

A planning application was approved for the demolition of a storage unit and the extension of the main production workshop. The proposed works having been started in March 2008, but due to company financial restraints, the project being placed on hold and never being fully completed.

Unknown	Extension to production workshop.	Approved 25/02/2000
2006/1234	Extension to existing workshop.	Approved 26/07/2006 Started March 2008
2007/0638	Alterations to entrance area & office frontage.	Approved 20/04/2007 Completed 2007
2010/1440	Extension to industrial unit and construction of staff welfare facilities.	Approved 28/02/2011
2012/1311	First floor extension to office and staff welfare facilities.	Approved 05/02/2013

Other Pending Planning Applications.
No other Planning Applications are Pending or have been submitted.

Design Detail- General

Drainage
With no increase to surface water; run-off will discharge into the existing surface water drainage system, the existing kitchen/ toilet S.V.P connecting into the existing foul system.

Access, Vehicle Movement and Car Parking.
Access to the site entrance will remain unchanged, the existing site layout allows for designated 'on site' parking of staff vehicles along with designated areas for the unloading and safe parking of delivery vehicles, the site operates a safe working practice for vehicular and pedestrians operatives, with all signage being clearly visible. All general public and site visitor parking will remain located at the main reception building of Hough Lane.

Planning Policies
There are no further planning applications submitted or additional external alterations planned for the site, after reviewing Planning Policies currently in force by Barnsley Metropolitan Borough Council the above satisfies the current requirements of:
ED4 Economic Development and Residential Amenity, ED7 Existing Employment Areas, BE6 Quality of Development – Design Standards.

Volume 1 – Part I
Part I Policies

Economic Development and Residential Amenity
Policy ED4
Proposals for economic development adjoining or close to housing will be assessed with particular regard to the likely impact on residential amenity in terms of:

a) N/A

b) Noise from operations on, or traffic entering or leaving, the site.

c) Visually intrusive buildings, plant, fencing, lighting or outside storage.

Existing Employment Areas
Policy ED7
Areas defined on the proposals maps as employment policy areas will remain in employment use. Unless otherwise stated in community area volumes, development will normally be permitted for business, industry and storage and distribution. Other employment generating uses may also be permitted if they are compatible with adjoining uses.
Class A1 (shops) and class A2 (financial and professional services) will not be permitted.

Quality of Development
Design Standards
Policy BE6
The council will seek to achieve good design standards for all types of development. Proposals for development will be assessed using the following design criteria:

a) The quality of layout, and suitability of scale of the development

b) The use, quality, design and landscape treatment of open land within the site and the area around buildings

c) The standard of detailed design and facing materials of proposed buildings page 64 Barnsley Unitary Development Plan adopted December 2000 Volume 1 - Part I - Part I policies.

d) The suitability of the whole development for its proposed context and its relationship with adjoining land uses. Designs which the council considers unsatisfactory in terms of any of these criteria will be rejected.

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Building Regulation Ref:
Access to Building - Ramped Access Approved Document M1/M2 - Section 1-1:19.

Stepped Access Approved Document M1/M2 - Section 1-1:27

Ref Drawing:

Drawing No. GAL/03/03/01/90
Site Location Plan – Site Photos