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2634 – Steamship House, Hugh Town, Isles of Scilly

Change Of Use From Ground & Upper Floor Commercial and Second Floor Extension To Create Two no. C3 Residential Units (Retaining Existing Ground Floor Street Frontage Commercial Area) Steamship House, Hugh Town, Isles of Scilly



DESIGN & ACCESS STATEMENT

December 2022



Key Information:

- Full Planning & Conservation Area Consent For Change Of Use From Ground & Upper Floor Commercial and Second Floor Extension To Create Two no. C3 Residential Units (Retaining Existing Ground Floor Street Frontage Commercial Area) Steamship House, Hugh Town, Isles of Scilly.

TEAM

Application/Design Team:

- Applicant – Isles of Scilly Steamship Company
- Architects – RLT Architects
- FRA & Drainage - EDS
- Ecology – IOS Ecology

INTRODUCTION

This document contains the relevant information in support of a Full Planning Application & Conservation Area Consent Application (Planning Portal reference **PP-11757291**) Change Of Use From Ground & Upper Floor Commercial and Second Floor Extension To Create Two no. C3 Residential Units (Retaining Existing Ground Floor Street Frontage Commercial Area) Steamship House, Hugh Town, Isles of Scilly

This document is in support of the following drawings submitted as part of the application:

Drawings:

- 2634 - D001 Proposed And Existing Site/Block Plans and Location Plan
- 2634 - EX001 Existing Plans and Elevations
- 2634 - D002 Proposed Plans Section and Elevations

Supporting documentation:

- Design and Access Statement by RLT Architects
- FRA & Drainage - EDS
- Heritage Statement by RLT Architects
- Ecology – IOS Ecology



Site Location (superimposed on Google Earth) – Hugh Town, St Mary's, Isles of Scilly

Background & Context - Introduction

Key Information:

- Steamship House is not a listed building.
- As with all of Scilly, it falls within the conservation area.
- The existing building is in two distinct buildings – the original elements fronts onto Hugh Street and the more modern extensions to the rear (please see History Section).



Site Location Plan



INTRODUCTION:

The following plans and images that form part of this application are for the proposals for the change of use and extension to Steamship House, Hugh Town.

The scheme presented has been developed following a design process involving the client and a Pre-Application enquiry with the Isles of Scilly planning department.

The proposed design for the extension and alterations to the rear façade are of a contemporary nature and use materials that are used in the locality.

There are no proposals to the external appearance or extensions proposed to the 'Original Element' of the property that fronts onto Hugh Street.

Internally, the proposed plan retains the commercial accommodation at ground floor that fronts onto Hugh Street and the existing flat at first floor.

The proposed residential units created with the change of use and the extension provide a 1 bedroom and 2-bedroom flat that meet the national space standards.



Aerial Photograph of Steamship House From South East



Aerial Photograph of Steamship House From North

CLIENT BRIEF:

- Client is under-utilising the commercial accommodation in the property.
- Retain the front commercial accommodation at ground floor.
- Convert the rear office and upper floors into C3 residential accommodation.
- Construct extension to the rear element of the building to provide additional residential accommodation at roof level.
- As part of works to extend the rear extension improve the aesthetics of the existing building façade.



Photograph of Steamship House from Hugh Street



Background & Context - Photographs

Key Information:

- The application property has two very distinct elements.
- The traditional and original part that fronts onto Hugh Street - a 2-storey pitched roof building with granite at ground floor and render at first floor.
- The rear extensions are considered to have less architectural merit and have been added at different times.



Photograph of the rear of the building – assumed extension from the early 1980's. Considered to be of poor architectural quality.



Steamship House



Steamship House

Panoramic Photographs of the Site from the Harbour



External Photographs of Steamship House



Background & Context - History

Key Information:

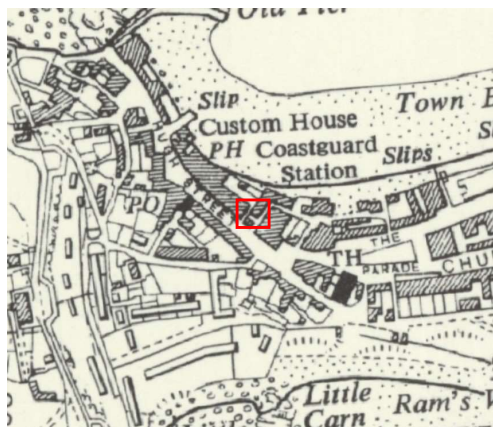
- Unlisted property, Hugh Street, Hugh Town Isles of Scilly.
- Review of historic maps and documentation that there is an 'original' element of the property that fronts onto Hugh Street with the rear part of the site changing and developing over time.



1803

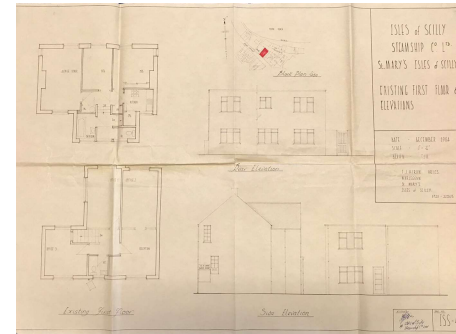


1906

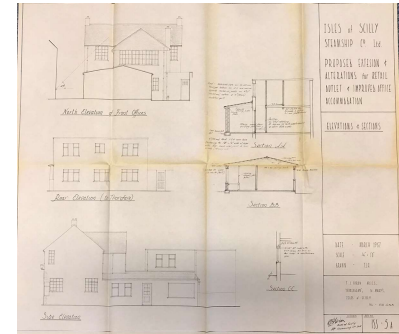


1971

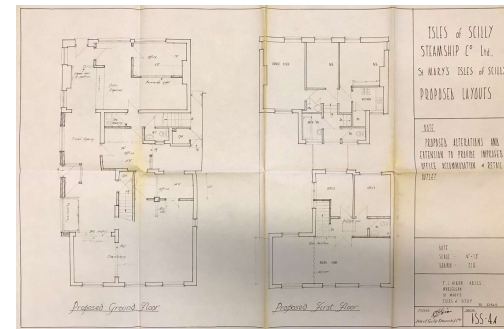
Historic Maps – Site highlighted in red



Plan from 1984



Plan from 1987



Historic plans

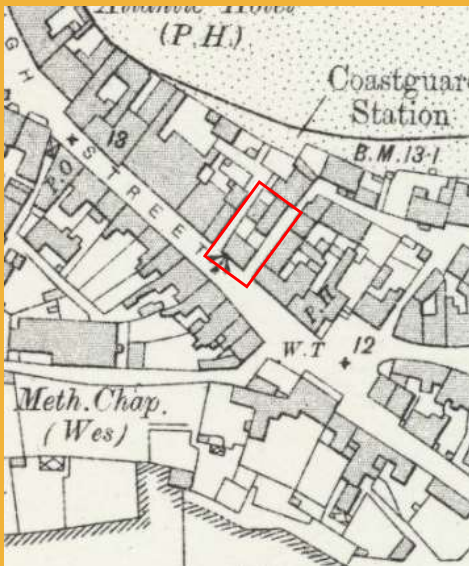
Plan from 1987

Extract from Heritage Statement

Having reviewed historic maps, it would suggest that there has been a building on the site from as early as 1803. The maps also show the 'Hugh Street' element of the site has been there from at least c1906 with various forms of building behind shown in c1906 and c1971 which differ to the current building form & footprint.

Review of plans supplied by the applicant show 2 buildings on the site in 1984 – the rear of which is consistent with the existing building now located on the site. This differs in form to that shown on the map from 1971 suggesting that this part of the building was constructed between these two dates.

The plans from 1987 are an application pack for the extension that links the historic building on Hugh Street to the 1970s/80s rear extension.



Historic map c1906 shows 'original' building as stand alone and different footprint to current at the rear of the site.



Opportunities & Constraints

Key Information:

OPPORTUNITIES

- Architecture of the existing rear extensions is not of a high quality.
- Good views across the harbour and to the islands beyond from 1st and second floor at the rear of the building.
- Potential for extension that fits within existing roofscape when viewed from distance.
- Existing commercial accommodation is under utilized.
- Shortage of residential accommodation on Scilly for islanders and local workforce.
- Independent access available to ground & upper floors.

CONSTRAINTS

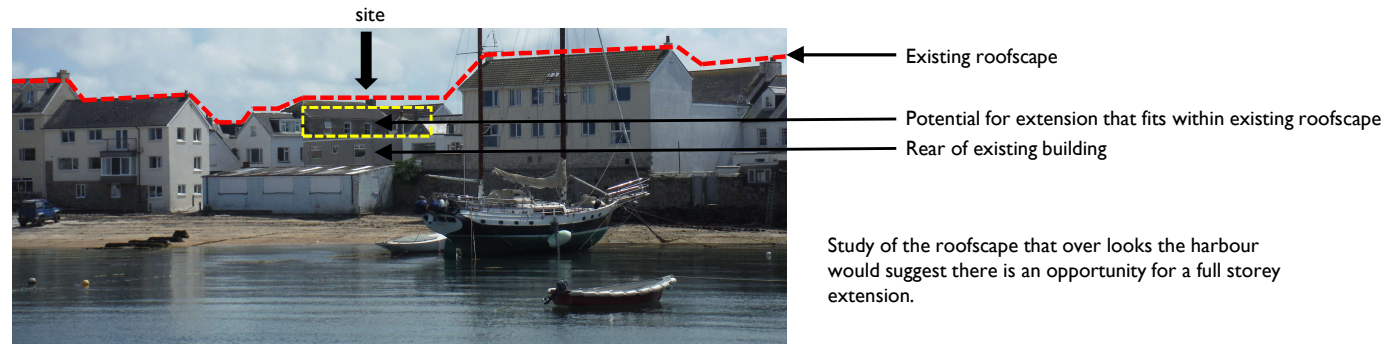
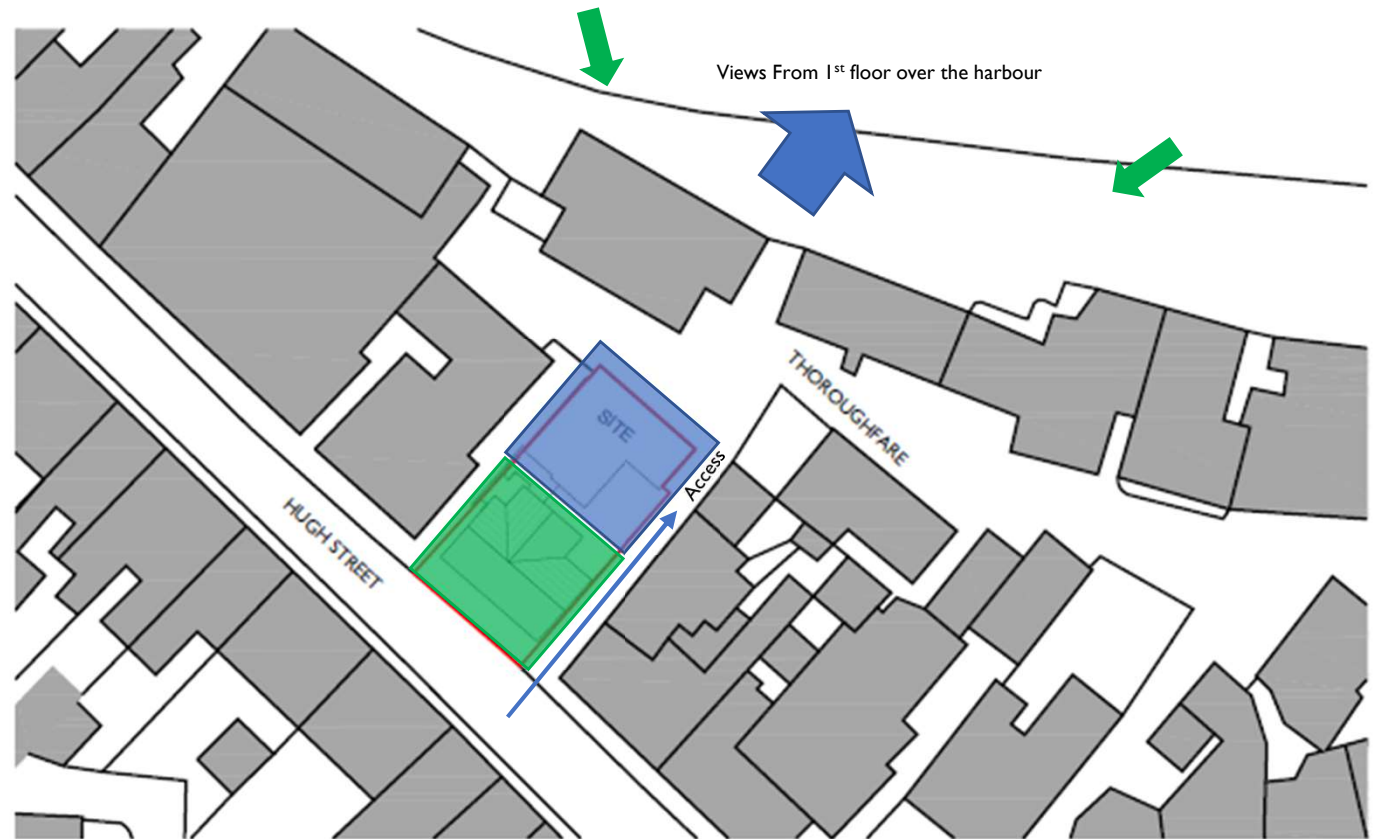
- Site is within conservation area.
- Tight site.
- Original building that fronts onto Hugh Street is of architectural value.
- Impact of any works to the facade or extension on key views.



Photograph of the rear of the building – assumed extension from the early 1980's. Considered to be of poor architectural quality.



Photograph of front elevation showing opportunities for upgrade and improvement.

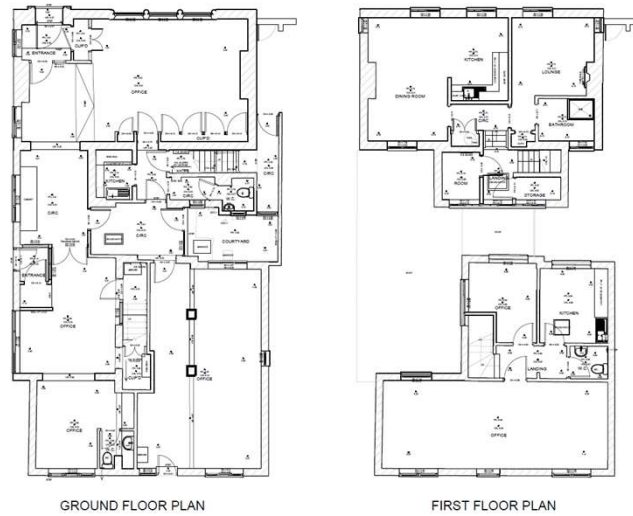


Key Information:

- Change of use for rear and upper floor commercial accommodation to residential.
- There are currently independent access points to the rear office and upper floors that can be utilised for individual residential units.
- The commercial unit to the front has independent access off Hugh Street as does the existing flat at first floor fronting on to Hugh Street.
- The existing layout and division of the office spaces can be adapted to suit residential accommodation.
- Existing party walls between the commercial units can be upgraded to meet the current building regulations to limit.
- Flats to comply with National Space Standards.
- Terrace to Flat 3.

DESIGN DEVELOPMENT

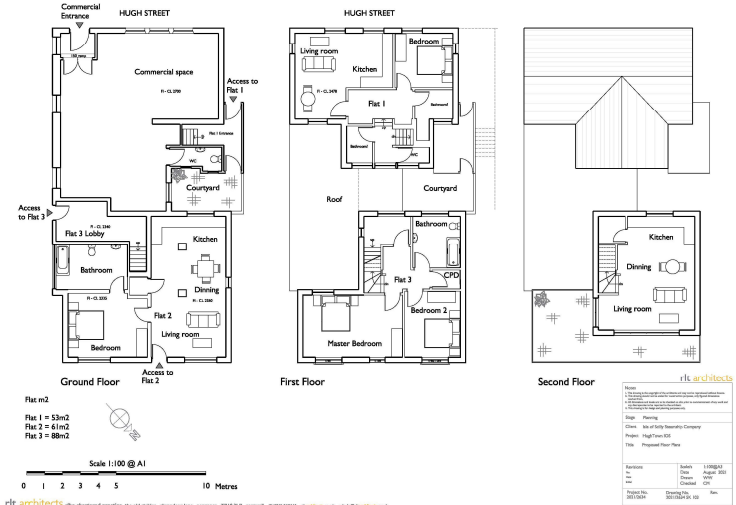
There is currently a travel agency and offices at ground floor and in the rear element of the upper floor with a 1 bedroom flat at first floor. Client brief to retain the commercial unit fronting onto Hugh Street and the existing first floor flat and convert the remainder and add additional floor to the rear. Scheme developed using existing structure to define flats and spaces and use of existing access points and staircase. Enhance existing fenestration where possible.



Existing Floor Plans – Main structural walls are shown hatched



Initial sketch scheme



Sketch scheme developed and reviewed as part of Pre- App.

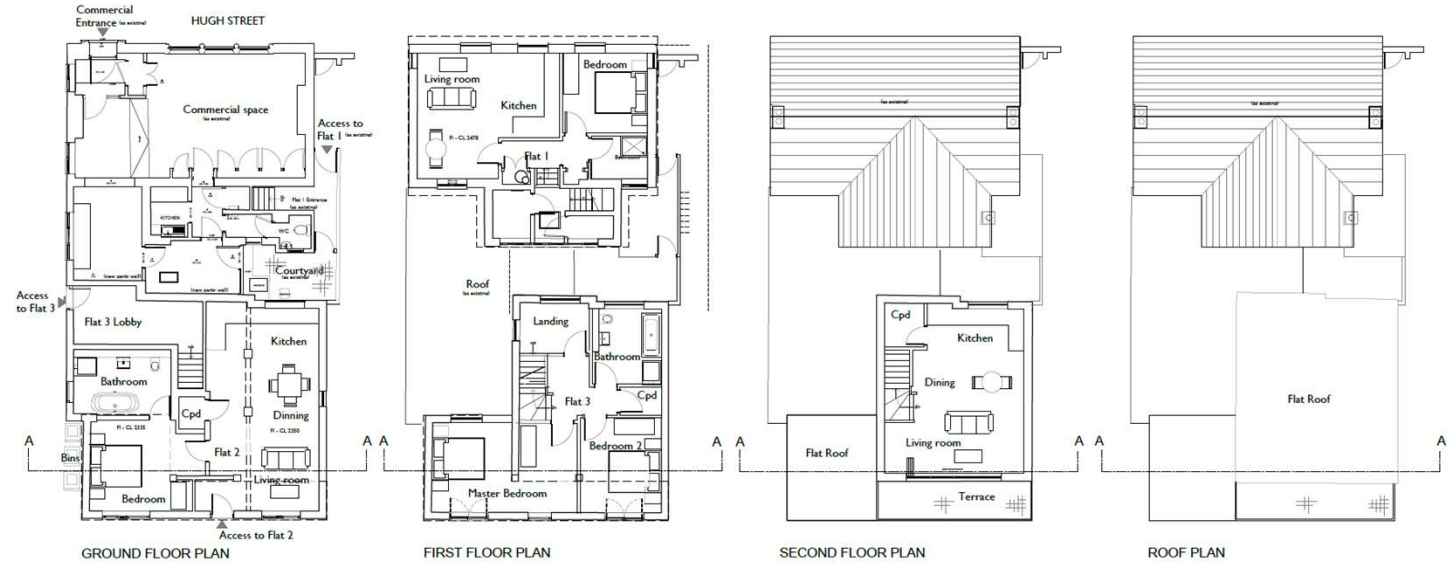
Design Statement – Internal Proposals

Key Information:

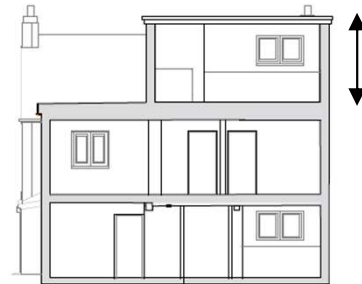
- Commercial Unit and existing residential flat retained in the 'original' building fronting onto Hugh Street.
- Proposed change of use achieves 1 x 1 bed Unit and 1 x 2 bed Unit – Flats 2 & 3.
- Independent access to each proposed unit.

DESIGN PROPOSALS

The final proposals consist of the conversion of commercial accommodation in the rear block to provide 1 x 1 bed Unit at ground Floor and 1 x 2 bed Unit at 1st/2nd floor. The accommodation in the 'original' building are unchanged. The proposals consider the relevant building regulations and incorporate the existing structure. Both new units have independent access from the street. The omission of the window to the proposed window on the western façade of the living room in the proposed extension and the reduction of the proposed terrace are a result of a daylighting and overlooking study – please see this section later in this report.



Proposed Floor Plans



SECTION A-A

Proposed Section

Proposed Extension

The proposed areas are as follows:

- Commercial @ Ground Floor (fronting on to Hugh Street) 70sqm G.I.A
- Flat 1 @ First Floor (existing residential unit) 53sqm G.I.A
- Flat 2 @ Ground Floor (proposed residential unit) 60sqm G.I.A
- Flat 3 @ First & Second Floor (proposed residential unit inc. extension) 100sqm G.I.A
- Flat 3 Terrace - 9sqm

STRUCTURAL COMMENTS ON PROPOSALS

- The proposed extension will be of timber frame construction.
- Existing main structural walls and columns to be retained.
- Structural columns to be integrated into the ground and first floor units to support the extension over.
- The timber frame will provide a lightweight construction with materials easily transported from the mainland.



Key Information:

- Opportunity to improve the visual appearance of the existing building when viewed from the harbour.
- Ensure massing fits within the existing roofscape.
- Consider adjacent properties.



Photograph of the rear of the building – assumed extension from the early 1980's. Considered to be of poor architectural quality.

DESIGN DEVELOPMENT

As previously mentioned there are no proposals to alter the external appearance of the 'original' building. The rear block is a mixture of elements developed over time with a mixture of window styles and poor quality render. The proposals to the rear block and proposed extension are proposed to maximise views over the harbour by enhancing the existing fenestration and the use of hung slate as a primary cladding material – something used on Scilly. The proposed extension is set back from the main façade. The massing of the proposals, the proposed extension in particular, ensure the proposals are not visible from Hugh Street.

PROPOSED FENESTRATION STUDY - STEAMSHIP HOUSE
HUGH TOWN - ISLES OF SCILLY



EXISTING VIEW IN CONTEXT

EXISTING VIEW FROM HUGH TOWN BEACH

PROPOSED FENESTRATION STUDY - STEAMSHIP HOUSE
HUGH TOWN - ISLES OF SCILLY



PROPOSED VIEW IN CONTEXT

PROPOSED VIEW FROM HUGH TOWN BEACH

RUT ARCHITECTS
FOR USE OF SCILLY STEAMSHIP COMPANY

RUT ARCHITECTS
2nd Floor
100, The Old Mill
St. Austine
PL23 8AA

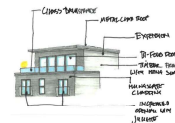


EXISTING VIEW WITH DETAILS

JUNE 2021

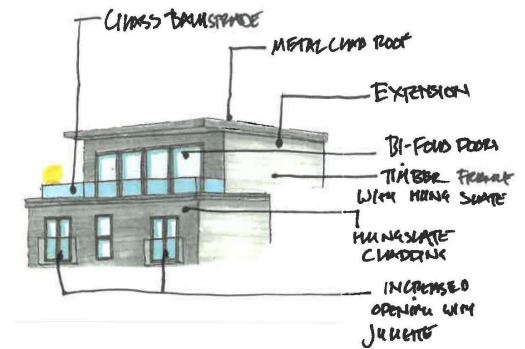
RUT ARCHITECTS
FOR USE OF SCILLY STEAMSHIP COMPANY

RUT ARCHITECTS
2nd Floor
100, The Old Mill
St. Austine
PL23 8AA



PROPOSED VIEW WITH DETAILS

JUNE 2021



3D Sketch study of the extension proposals with notes on materials and revised fenestration

3D Sketch study of the proposals from across the harbour reviewed as part of the Pre-App.

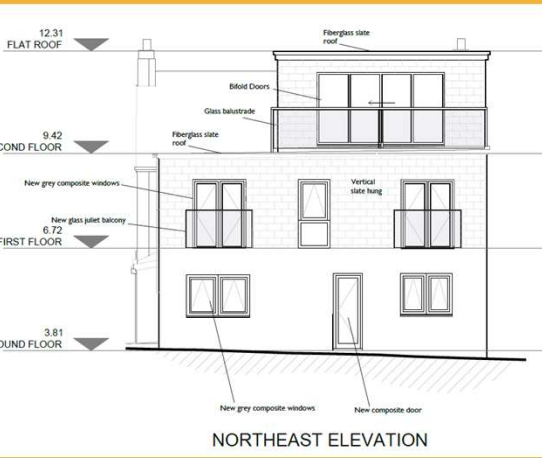
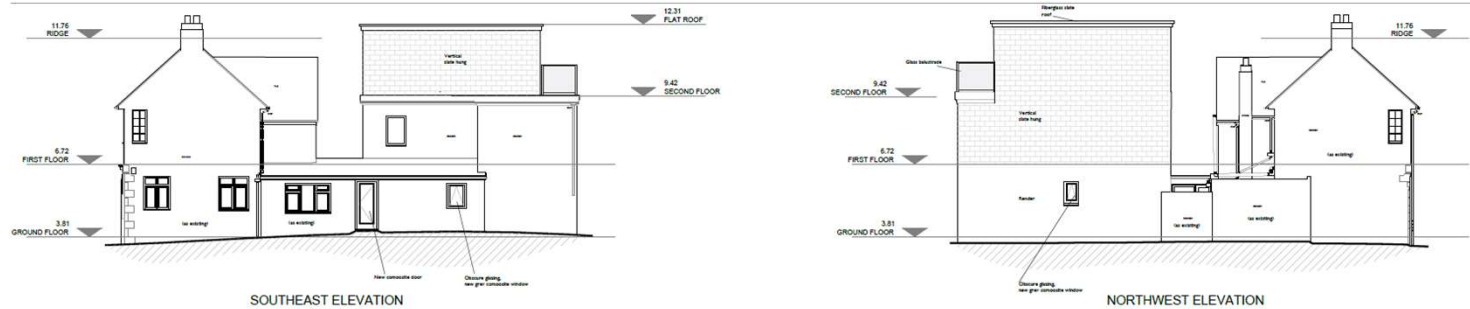
Design Statement – External Proposals

Key Information:

- Façade improvements through rationalization of windows and re-cladding of the first floor of the rear block.
- Proposed extension is set back from the main façade to reduce the impact of the massing and limit the impact sunlight/daylighting and overlooking to the adjacent property.
- Extension cannot be viewed from Hugh Street.

DESIGN PROPOSALS

The final design proposes the improvement of the facades of the rear block with new windows that are of the same material and proportions. The re-cladding of the first floor and extension in hung slate and the repair and painting of the render with improve the aesthetics of the building when viewed from close quarters around the building and also from distance across the harbour. The enlargement of the windows at first floor level on the north elevation maximise views across the harbour. The omission of the window to the proposed window on the western façade of the living room in the proposed extension and the reduction of the proposed terrace are a result of a daylighting and overlooking study – please see this section later in this report.



Proposed North-East elevation with proposed materials and revised fenestration

Design Statement – External Proposals

Key Information:

- Façade improvements through use of material and change in fenestration are considered to improve the streetscape.
- The proposed extension is set back from the main façade and fits in the existing roofscape.

Summary taken from Heritage Statement submitted as part of this application:

Having reviewed the historic documentation available illustrating that historically there has always been a 'front' & 'rear' element to the application site and that the proposals are for works to the 'rear' element only – which is considered to be of poor architectural quality – the following conclusions can be made:

- There is no impact on what is considered to be the 'Heritage Asset' fronting onto Hugh Street.
- There is a positive impact on the non-heritage asset which can be viewed from the Harbour.

DESIGN PROPOSALS

The final design proposals can be viewed from across St Mary's harbour. The use of hung slate as the main cladding material help the existing and proposed extensions 'blend' in with the surrounding buildings.



Panoramic Photographs of the Site from the Harbour with proposals

Proposed Demolition & Works to Existing Facades

Key Information:

Demolition:

The proposed demolitions works to the existing building fabric to enable the conversion and extension to be completed, have been kept to a minimum.

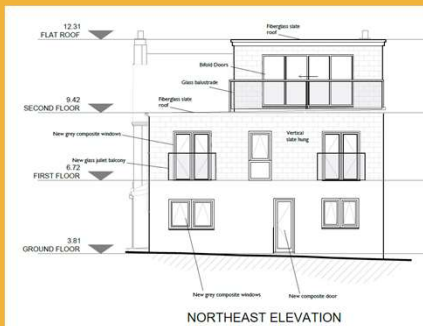
There are some internal walls to be demolished at ground and 1st floor to accommodate the proposed residential units.

Externally the existing flat roof will have to be removed to enable the second-floor extension to be constructed.

There are also some small areas of demolition to increase existing window openings to accommodate larger areas of glazing to the residential units.



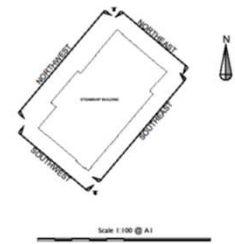
Photograph of the rear of the



Proposed Elevations with increased openings & extension



Key:



rt architects	
No.	Name
Notes	
1. The accuracy in the drawings is the responsibility of the architect and does not represent professional liability.	
2. The drawings are for the client's use only and are not to be used for any other purpose without the architect's consent.	
3. The drawings and work are to be checked by the architect in accordance with the contract of the work and any variations.	
4. The drawings are for the client's information only and do not constitute a contract. Any agreement, drawing or specification should be checked by the client before the work commences.	
5. The drawings are not to be used for any other purpose without the written consent of the architect.	
6. The drawings are not to be used for any other purpose without the written consent of the architect.	
7. The drawings are not to be used for any other purpose without the written consent of the architect.	
8. The drawings are not to be used for any other purpose without the written consent of the architect.	
9. The drawings are not to be used for any other purpose without the written consent of the architect.	
10. The drawings are not to be used for any other purpose without the written consent of the architect.	
Stage: Planning	
Client: KCS Steamship Company	
Project: Steamship House, High Town, KCS, TR21 8LJ	
Title: Existing Plans and Elevations With Demolition	
Scale: 1:100 @ A1	
Date: Dec 2022	
Drawn: DC	
Checked: RLT	
Project No: 2021/2614	
Drawing No: 2021/2614/EK002	
Rev:	

Existing Plans & Elevations Highlighting the Areas to be Demolished

rt architects rba chartered architects, the old stables, chysandour lane, pensance, TR18 3LP, cornwall (01754) 347444 rt@rtarchitects.co.uk info@rtarchitects.co.uk



Existing & Proposed Employment

Key Information:

Employment:

The commercial elements of the existing building are occupied by the Steamship Company and Islands' Partnership. It is proposed that the Islands' Partnership will relocate with the Steamship Company retaining current employment levels within a reduced area of commercial accommodation

'Existing & Proposed Employment;

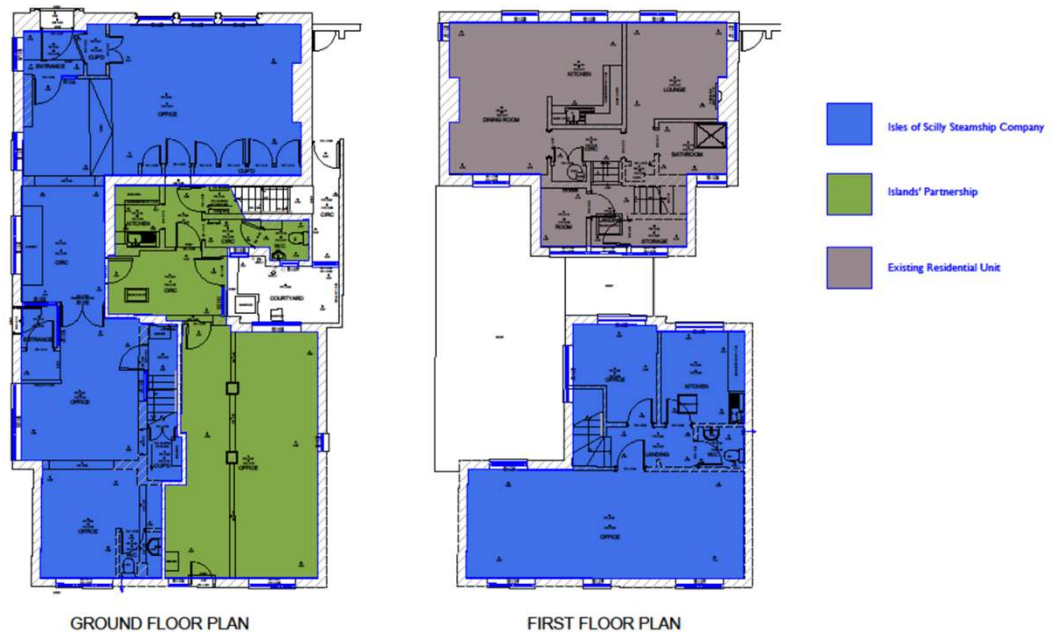
Steamship House in Hugh Town currently serves as the Steamship Companies island headquarters with a public office off of Hugh Street, with ancillary accommodation to the rear and boardroom facilities to the rear at first floor. The company currently employs 3 full time staff in these offices and 1 part time member of staff. As previously stated, the area of commercial accommodation we currently hold is underutilised.

Alongside the Steamship Company, the 'Islands' Partnership' occupies the rear office at ground floor (leased from the Steamship Company) – it is understood that they have 4-6 members off staff. Please see the attached plan demonstrating the accommodation areas.

It is proposed that the front office is retained by the Steamship Company, with the existing 3 full time staff and 1 part time staff member also retained. The existing office accommodation to the rear currently split between the Steamship Company and The Islands' Partnership and the office accommodation at 1st floor are proposed to be converted to residential use. The Islands' Partnership have been notified of this application.'



Photograph of the existing front office at ground floor occupied by Steamship Company – it is proposed that this will be retained



Proposed Accommodation Schedule

Key Information:

Proposed Accommodation:

The application proposals are to convert some areas of the existing commercial areas into residential space with a 2nd floor extension. The proposals will result in the retention of a ground floor office space with the existing residential unit at 1st floor. 2 new residential units will be created. Both new units will comply with the applicable space standard requirements.

Building a Strong Living Community

271. As there is a finite amount of land for new development, which is heavily constrained by multiple designations, coupled with affordability issues for the local community, it is necessary to ensure that all new homes constructed remain reasonably affordable. To meet this objective, new homes should have good internal space standards, whilst ensuring that they are not excessive in size and scale. The Government's Nationally Described Space Standards (Technical Housing Standards), or any successive guidelines, will be used to guide the size of accommodation to achieve a balanced housing stock that remains available to meet Local Housing Needs into the future. This approach is appropriate in a remote and isolated location, given the limited land supply and few opportunities for building, and is consistent with protecting the intimate landscape of the Area of Outstanding Natural Beauty, as set out in Aim 1.

New Homes – What to Build (12)

Housing Policy Extract

Technical requirements

10. The standard requires that:
- the dwelling provides at least the gross internal floor area and built-in storage area set out in Table 1 below
 - a dwelling with two or more bedspaces has at least one double (or twin) bedroom
 - in order to provide one bedspace, a single bedroom has a floor area of at least 7.5m² and is at least 2.15m wide
 - in order to provide two bedspaces, a double (or twin bedroom) has a floor area of at least 11.5m²
 - one double (or twin bedroom) is at least 2.75m wide and every other double (or twin) bedroom is at least 2.55m wide
 - any area with a headroom of less than 1.5m is not counted within the Gross Internal Area unless used solely for storage (if the area under the stairs is to be used for storage, assume a general floor area of 1m² within the Gross Internal Area)
 - any other area that is used solely for storage and has a headroom of 900-1500mm (such as under eaves) is counted at 50% of its floor area, and any area lower than 900mm is not counted at all
 - a built-in wardrobe counts towards the Gross Internal Area and bedroom floor area requirements, but should not reduce the effective width of the room below the minimum widths set out above. The built-in area in excess of 0.72m² in a double bedroom and 0.36m² in a single bedroom counts towards the built-in storage requirement
 - the minimum floor to ceiling height is 2.3m for at least 75% of the Gross Internal Area

Space Standard Requirements

Table 1 - Minimum gross internal floor areas and storage (m²)

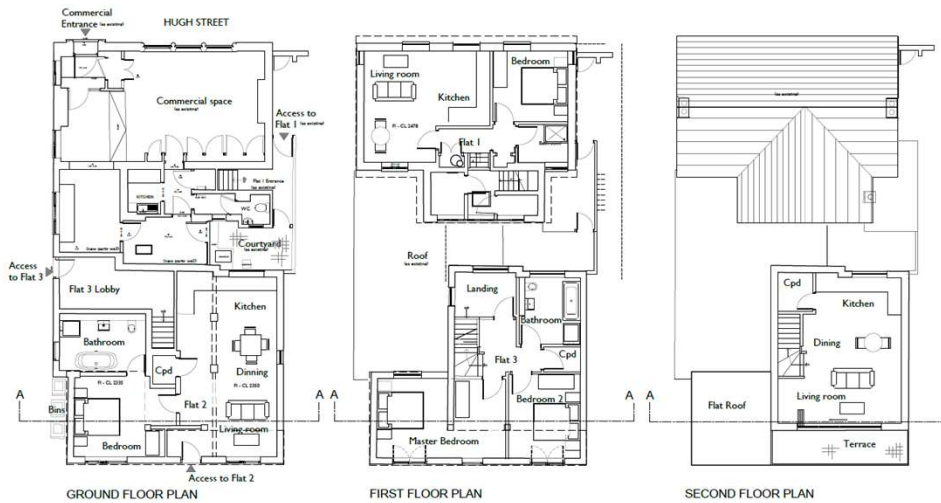
Number of bedrooms(b)	Number of bed spaces (persons)	1 storey dwellings	2 storey dwellings	3 storey dwellings	Built-in storage
1b	1p	39 (37) *			1.0
	2p	50	58		1.5
2b	3p	61	70		2.0
	4p	70	79		
3b	4p	74	84	90	2.5
	5p	86	93	99	
	6p	95	102	108	
4b	5p	90	97	103	3.0
	6p	99	106	112	
	7p	108	115	121	
	8p	117	124	130	
5b	6p	103	110	116	3.5
	7p	112	119	125	
	8p	121	128	134	
6b	7p	116	123	129	4.0
	8p	125	132	138	

Existing Accommodation

Unit Number/Office Number	Type	Existing Area SQM (GIA)
Steamship Ground Floor	Office	90
Islands' Partnership	Office	54
Steamship First Floor	Office	54
Flat 1	1 Bed	52

Existing Summary

Total GIA = 240sqm
Commercial = 198sqm
Residential = 52sqm



Proposed Floor Plans

Proposed Accommodation

Unit Number/Office Number	Type	Existing/Proposed Area SQM (GIA)
Steamship Ground Floor	Office	71 (existing use)
Flat 2 (Ground Floor)	1 bed	61 (proposed use) - space compliant
Flat 1 (1st Floor)	1 bed	52 (existing use) - space compliant
Flat 3 (Grd/1 st /2 nd Floor)	2 bed	98 (proposed use) - space compliant

Proposed Summary

Total GIA = 282sqm
Commercial = 71sqm
Residential = 211sqm

Change of Use Area = 125sqm
Area of Extension = 34sqm



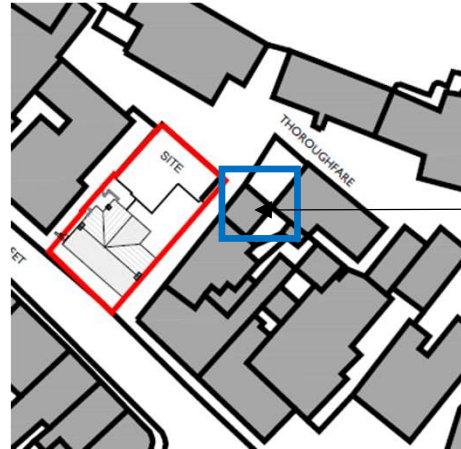
Design Statement – Daylight/Sunlight & Overlooking

Key Information:

- 25* angle study undertaken from 'Sail Check' adjacent to the application site.
- The study undertaken from the first and second floor habitable rooms – Living room and bedroom.
- Internal layout of 'Sail Check' established from research on the internet.
- 25* rule of thumb test concludes that proposed extension will not have a substantial effect on the daylight/sunlight to these rooms.
- The setting back of the proposed terrace and the omission of the windows to the eastern façade limit the overlooking into the rooms.

Daylight/Sunlight & Overlooking

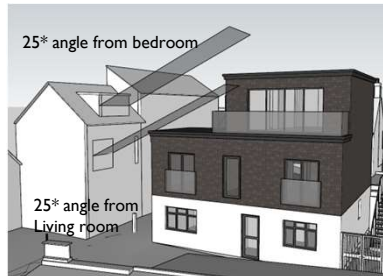
As part of the design development a 'Rule of Thumb' daylighting/sunlight study was undertaken. Using a 3d model of the proposals a 25* cone was superimposed from the 1st floor window of 'sail Check'. The test concludes that the 25* angle is unobstructed by the proposals. Overlooking is minimised by the setting back of the terrace and no windows proposed on the eastern façade.



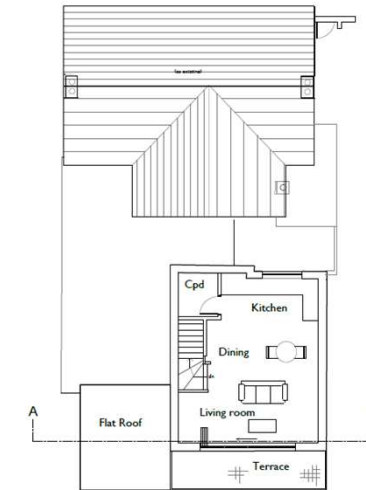
Site plan showing 'sail check' property



Photo showing 'sail check' property & windows to consider



3D images demonstrating 25* rule of thumb test is passed & overlooking from proposed extension is minimal

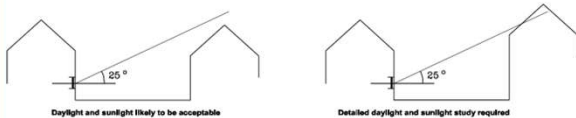


SECOND FLOOR PLAN

Proposed Second Floor Plan – extension and balcony
Set back & no side window to living room

25 degree test

The 25° test is used where the development is opposite the window, as shown in the diagram below. The centre of the lowest habitable room window should be used as the reference point for the test. If the whole of the proposed development falls beneath a line drawn at 25° from the horizontal, then there is unlikely to be a substantial effect on daylight and sunlight. If the proposed development goes above the 25° line, it does not automatically follow that daylight and sunlight levels will be below standard. However, it does mean that further checks on daylight and sunlight are required. The further checks can be undertaken using the detailed BRE daylight and sunlight tests listed overleaf and covered in more detail in Fact Sheet 2.



25* Rule of Thumb Test



Access Statement

Key Information:

- Access to Ground Floor commercial space retained
- Access to existing first floor flat (Flat 1) retained.
- Access to proposed Flat 3 uses existing door from the laneway connecting Hugh Street with Thoroughfare to the rear.
- Access to proposed Flat 3 uses existing door off the Thoroughfare to the rear.
- As the proposals utilise existing doorways and staircases, Part M compliance is limited.
- The proposed bathrooms in Flats 2 & 3 are Part M compliant.
- Bins for both the residential and commercial to remain as existing.



Access to Flat 2



Access to Flat 3

Photos showing proposed access to Flat 2 & 3

Existing & Proposed Bin Storage for Commercial & Residential Accommodation

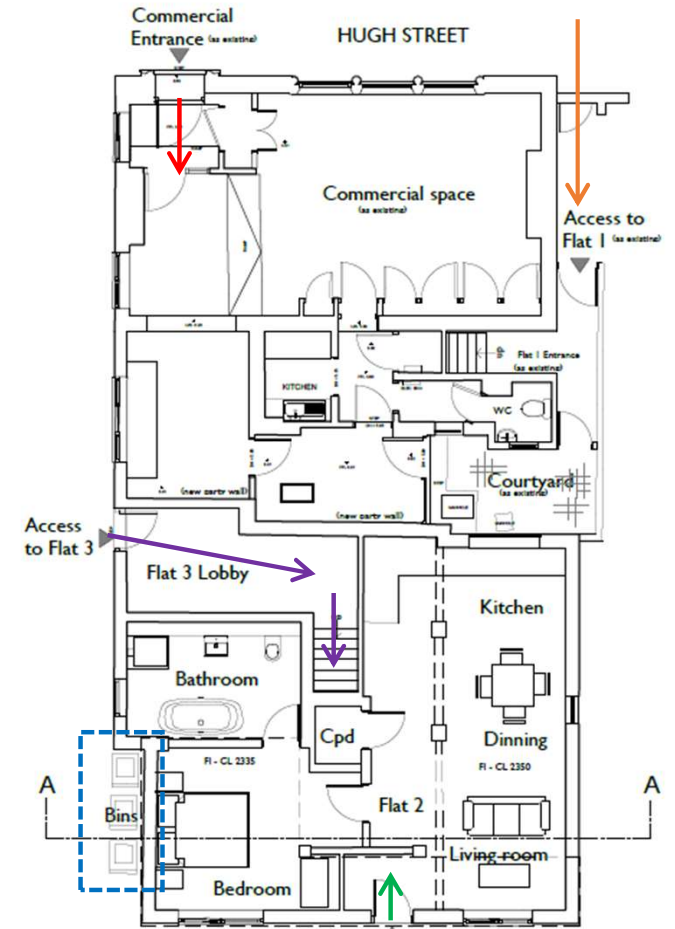


Proposed Site Plan With Access Notes

Existing Access to Retained Commercial Space →
Existing Access to Retained Flat 1 →

Access to Flat 3 →
Access to Flat 2 →

Existing & Proposed Bin Storage for Commercial & Residential Accommodation



GROUND FLOOR PLAN

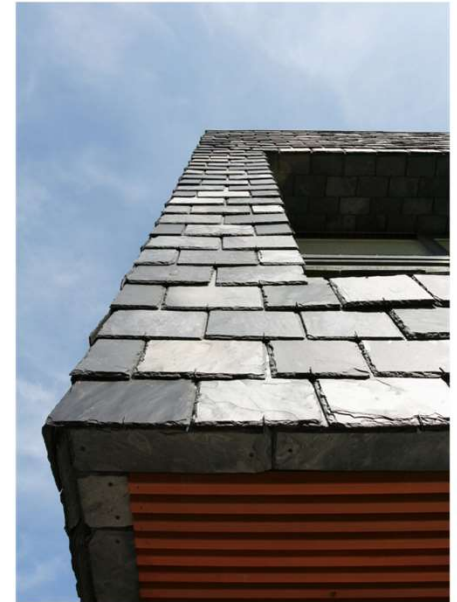
Proposed Ground Floor With Access Notes



Architectural Precedent - External

Key Information:

- Use of hung slate as main cladding material for the upper floors of the existing and proposed extensions.
- Dark Grey window frames for replacement and new windows and external doors.
- Glass balustrading on the terrace to reduce visual impact.
- Fibreglass flat roof.



Images of proposed materials