



DESIGN AND ACCESS STATEMENT

ADDENDUM PART 1



PROJECT NO: 1415

AUGUST 2022

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O ADDENDUM SIGNPOST

The addendum design pages are found within the new section 8 (pages 58 to 92) at the back of this document. These pages follow on from the original submitted Design and Access Statement document in order to maintain a holistic view of the planning consultation process.

The addendum has been prepared as series of design updates following two rounds of structured meetings with Richmond Borough Council to inform further discussion of the live application for the submitted proposals at 1 Castle Yard, Richmond TW10 6TF. The site is currently subject to a live application (Ref: 21/4416/FUL).

Meetings were held with Richmond Borough Council on the following dates:

- 11th May 2022 at Richmond Borough Council offices, Civic Centre, 42 York Street, York House
- 1st July 2022 via Microsoft Teams Platform
- 8th August 2022 via email and verbal communication
- 11th August 2022 via email communication Richmond Borough Council agreement to update planning submission in line with latest proposals

Following this series of meetings both parties concluded the key areas have now been addressed with the latest set of design revisions, the updated daylight and sunlight report and the heritage commentary, all representing a significant improvement. For a full account of these meetings and outcomes refer to the addendum section 8 (pages 58 to 92).

In summary, Richmond Borough Council acknowledge and support that overall, the proposals will result in several notable public and planning benefits, including bringing back into use a building which is currently underutilised due to its poor internal configuration and environmental performance, public realm improvements and facilitating level access to the building. At both a local and national level, planning policy is clear that sites in the most sustainable locations, such as town centres, have the potential for optimisation. The scheme both respects the sites neighbours and the consultation process, whilst looking forward to the rejuvenated building breathing new life into the local area.

17th August 2022 Date
DM Complied
CG Checked
NT Authorised

1 INTRODUCTION

1.01 EXECUTIVE SUMMARY

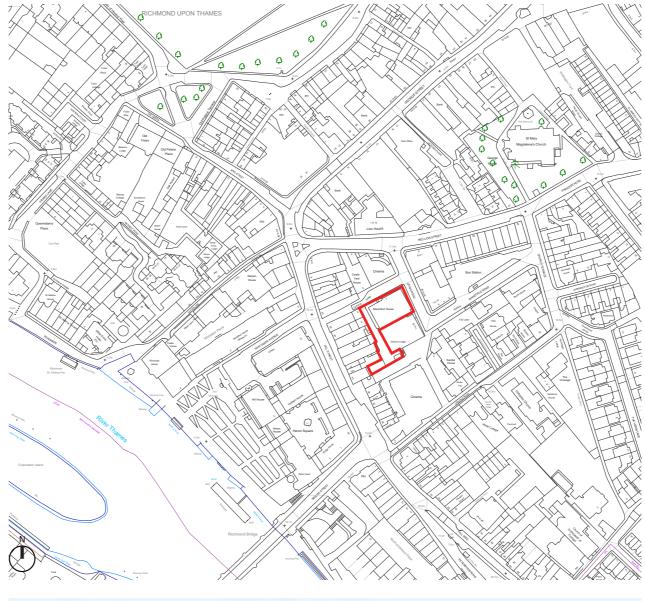
The proposed development within this document comprises internal renovation and reconfiguration of the existing building, external material changes, two storey roof addition with terraces and plant enclosure to accommodate 763 sqm (8,213 sft) of additional commercial floorspace.

The current office building, 1 Castle Yard, is beyond its economic life in its current form and requires a full refurbishment. The intention of the proposal is to not only refurbish the building to the highest standards but to add additional area to improve and enhance the building.

The proposal for the office will utilise the existing building and concrete frame. Removal of the existing roof construction will allow for 2 levels of extensions with new plant enclosure on the roof. The proposal will have an articulation of scale and massing such that they will be read as individual components in a proportion appropriate to the character of the area. A hierarchy of materials will form the palette carefully chosen to complement the existing building and will deliver a calm and contemporary architecture respectful of its surroundings.

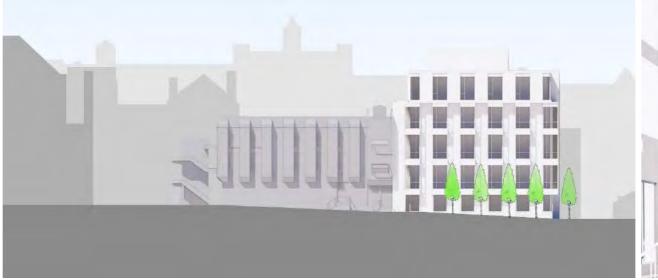
The floorplans are essentially organised around a single central core with accessible reception approach at ground floor. The core will provide the landlords lift, WCs, executive shower rooms and locker provision. This arrangement maximises the access to the external glazed façade increasing the daylighting into all the office space. The configuration will offer flexible floor plates, divisible by two, with a range of ideal occupier sizes, suitable for a wide variety of businesses. The penthouse floors will be provided with external space via dedicated terraces.

All design and construction will be taken through the lens of CO2 minimisation, sustainable, socially responsible and occupier wellbeing that are commensurate with the return expectations of the investors. The commercial scheme is set to target BREEAM Excellent rating.











1.02 CLIENTS BRIEF & VISION

The Brief

The design brief was to provide an exemplar refurbishment scheme to the existing commercial office building at 1 Castle Yard, that would appeal to forward looking occupiers who now aspire to locate within amenity rich, collaborative environments which can support recruitment, retention, sustainability, and productivity. It should optimise the site through both sound design and place-making principles.

It shall provide a unique and innovative building that enhances the area and public realm. Flexible grade A standard office space with the focus on well-being and sustainability for the development and the end user.

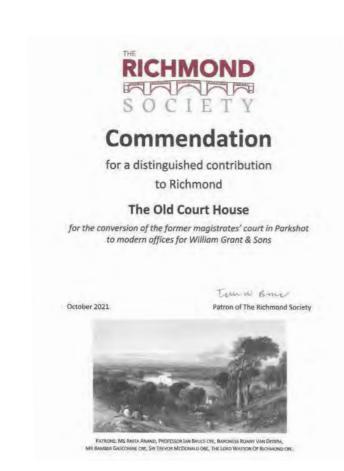
It will be a respectful, contemporary design which blends seamlessly into its immediate context and reflects the local heritage. An active and engaging site that interacts with the wider public realm and to enhance the sense of arrival and connection with Richmond Town Centre.







The Old Court House Reception





The Old Court House

1.03 DEVELOPMENT OBJECTIVES

The proposed development will follow the London borough of Richmond Upon Thames 2018 – 2033 Local Plan strategic vision and objectives for the borough.

New central office development is encouraged. Businesses and retailers will be supported, including through the forthcoming Business Improvement District. Business areas are historically dispersed across the borough, and all play an important role in providing business and employment opportunities for the community. The Greater London Authority Employment Projections (2015) estimate that the number of jobs in the borough will be 105,000 by 2031 and 109,000 by 2036. This equates to an increase in 18,000 jobs between 2011 and 2031 and therefore suggests that the borough will experience strong demand for employment space. This development responds to these needs.

To reduce environmental impacts, including air pollution and congestion, and to maximise opportunities for health whilst promoting active lifestyles, the scheme will promote safe, sustainable and accessible transport choices, including public transport, cycling and walking. Focusing development in the main centres of the borough including a reduction in the need to travel by car, will mitigate the effects of development pressure on the rest of the borough.

The development objectives are outlined as follows:

Respond to and reinforce the scale, form, massing and patterns of townscape development which make a positive contribution to the distinctive townscape and architectural qualities of the area.

Providing flexible Grade A office space, will assist in the creation of a new sustainable urban neighbourhood with the provision of a high quality pedestrian environment with reinvigorated active frontages.

High standards of sustainable design and construction will be achieved to improve the environmental performance and to adapt to the effects of climate change over the scheme's lifetime. In particular, we seek to reduce carbon dioxide emissions from development and provide standards of water efficiency that are equal to those set out in the national standards. This approach to mitigating the impacts of climate change, including measures to minimise energy use, as well as renewable energy, is justified as it is based on local evidence and need in the borough.

The office building shall target an `Excellent` BREEAM rating in accordance with BREEAM New Construction 2018.

The Development will be designed so as to adapt to and cope with the potential impacts and consequences of climate change.

The proposals are entirely located on previously developed land in an accessible location. In addition, the design will utilise and completely reuse the existing building primary structure and concrete frame.

The urban landscaping of the proposals will integrate the development into the surrounding area. The roofscapes will have a simplicity to give the scheme a smart feel, designing out area of visible plant viewed from future neighbouring developments.

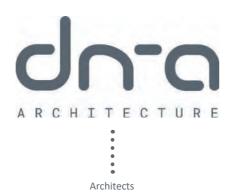
Designing places with management and maintenance in mind, to discourage crime in the present and the future.

The borough has an outstanding built, historic and natural environment and a key priority of the proposals is that this unique local character continues to be protected and enhanced throughout.



1.04 THE TEAM

















Landscape Architect







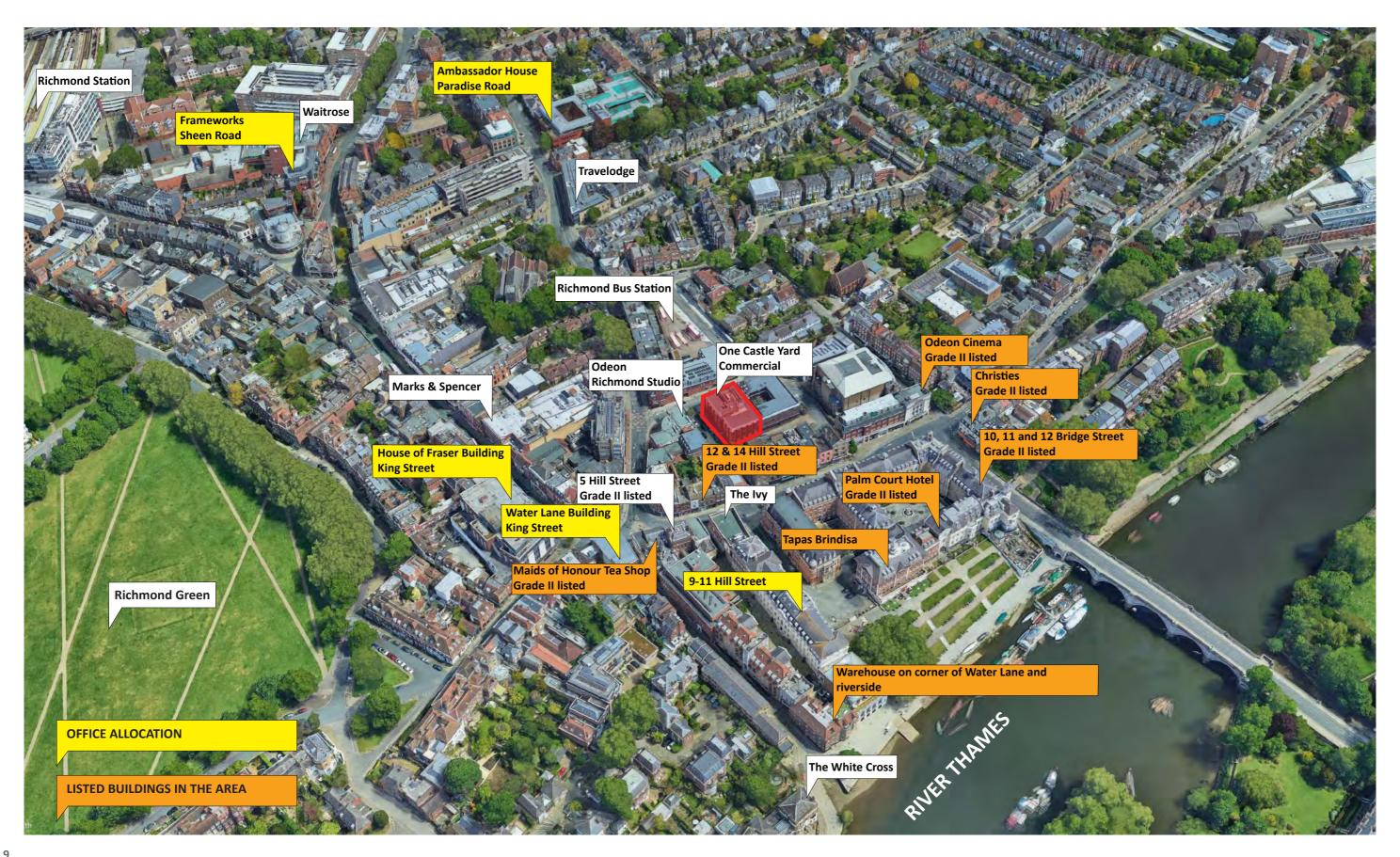




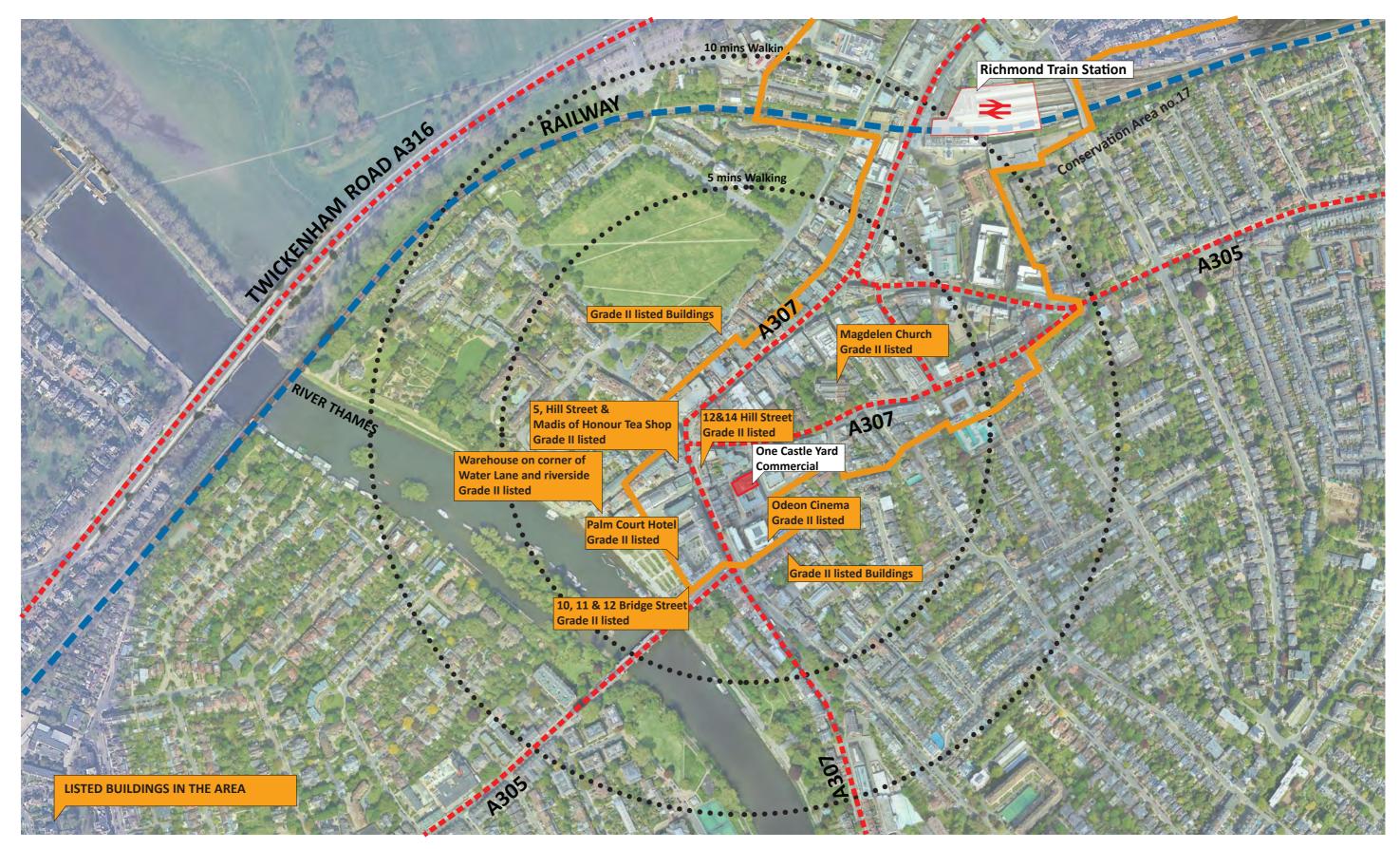
Transport and Planning & Engineering Consultant

SITE CONTEXT

2.01 AERIAL VIEW







2.03 SITE CONTEXT

Existing site

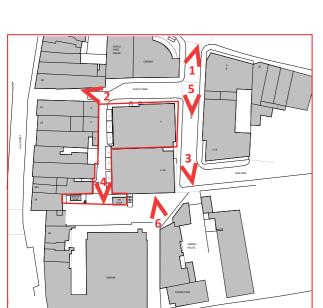
The site is located at the centre of the town, to the north of Richmond Odeon cinema and south of Richmond Green . It is enclosed by Castle Yard to the North and Lewis Road to the East.

Context

Richmond is a suburban town in south-west London, 16 kilometres southwest of Waterloo, on a meander of the River Thames. After the opening of the railway station in 1846, the town was absorbed into a rapidly expanding London and it is now part of the London Borough of Richmond-upon-Thames.

It has many Conservation Areas and a large number of parks and open spaces, including Richmond Green which is situated to the north of the site. Some areas have listed building architectural or heritage status.

Along Red Lion Street and George Street and around the site building heights vary from two to five storeys with a wide variety of different facade and roof treatments.







1. View from Lewis Road



3. View from Lewis Road



5. View from Lewis Road looking towards Lion House



2. View from Hill Street looking towards Castle Yard



4. View from Castle Yard car park



6. View from Castle Yard car park

3 CONSERVATION & HERITAGE

3.01 PLANNING SUMMARY & HISTORY

The site is located within Richmond town centre, in the London Borough of Richmond-upon-Thames, at the junction of Castle Yard and Lewis Road. It is situated in close proximity to a range of shops and services located along Hill Street and Red Lion Street. The existing building is three storeys in height and in commercial use (Use Class E). The south western part of the site comprises an area of hardstanding in use as car parking and refuse storage which is accessed via a vehicular entrance onto Castle Yard.

Planning designations

According to the London Borough of Richmond online proposals map (adopted July 2015), the site is subject to the following planning designations:

- Conservation Area (DM HD1)
- Town Centre Boundary (DM TC1)

In addition, it is noted that the site is located within an Archaeological Priority Area according to Map 1 of DM HD4, although this is being reviewed for the borough by Historic England.

The site is located within a designated town centre boundary and has an excellent PTAL rating of 6a. Richmond is categorised as a Main Centre under Local Plan Policy LP25 (Development in Centres). Development in this location under Policy LP25 should seek to optimise 'the potential of sites by contributing towards a suitable mix of uses that enhance the vitality and viability of the centre.' Additional storeys to accommodate an extension to the existing employment floorspace is therefore considered to be an acceptable and appropriate use in this location.

Planning History: 1 Castle Yard, Richmond, TW10 6TF				
Application reference	Date received	Proposal	Decision issued date	Decision
92/0660/FUL (<u>Link</u>)	08/04/1992	Erection Of A Vertical Swing Radius Road Barrier To The Side Access Road To Rear Car Park.	27/04/1992	Decided (Approved)
81/0207/ADV	13/02/1981	For Advertisements.	21/04/1981	Decided (Approved)
(<u>Link</u>) 80/1273/ADV (<u>Link</u>)	26/09/1980	For Advertisements.	01/12/1980	Decided (Approved)
77/0993/DD0 1 (Link)	06/04/1979	Demolition of existing buildings and erection of a three storey building with basement to provide 5 squash courts and club facilities, 1467 sq m (15,788 sq.ft.) of offices, ten one bedroom flats and 8 bedsitting room units; provision of new service road, service yard and 7 car spaces. (Detailed drawings of tank rooms and plinth and window details). Condition No. (a) and (b) of planning permission 77/0993 dated 16/8/78.	31/05/1979	Decided (Approved)
77/0993 (Link)	22/09/1977	Demolition of existing buildings and erection of a three storey building with basement to provide 5 squash courts and club facilities, 1467 sq.m (15,788 sq.ft) of offices, ten one-bedroom flats and 8 bedsitting room units; provision of new service road, service yard and 7 car spaces.	16/08/1978	Decided (Approved)
76/1015 (Link)	24/09/1976	Demolition of existing buildings and erection of a three-storey building with basement to provide four squash courts and club facilities, 1360 sq.m. of offices, 6 No. 1-bed and 10 No. bedsitting room flats.	16/08/1978	Decided (Approved)
75/1415 (<u>Link</u>)	23/12/1975	Demolition of existing buildings.	16/08/1978	Decided (Approved)

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3.02 CONSERVATION AREA NO. 17

Heritage assets

The importance of heritage assets in the borough is covered in Policies LP 3 Designated Heritage Asset, LP 4 Non-Designated Heritage Assets, LP 6 Royal Botanic Gardens, Kew World Heritage Site and LP 7 Archaeology.

The Central Richmond Conservation Area, local policy
The site is within Central Richmond Conservation Area (17) and therefore
our proposal seeks to preserve and enhance the special qualities of that
area. It's worth noting that the existing building at 1 Castle yard does not
hold a designation.

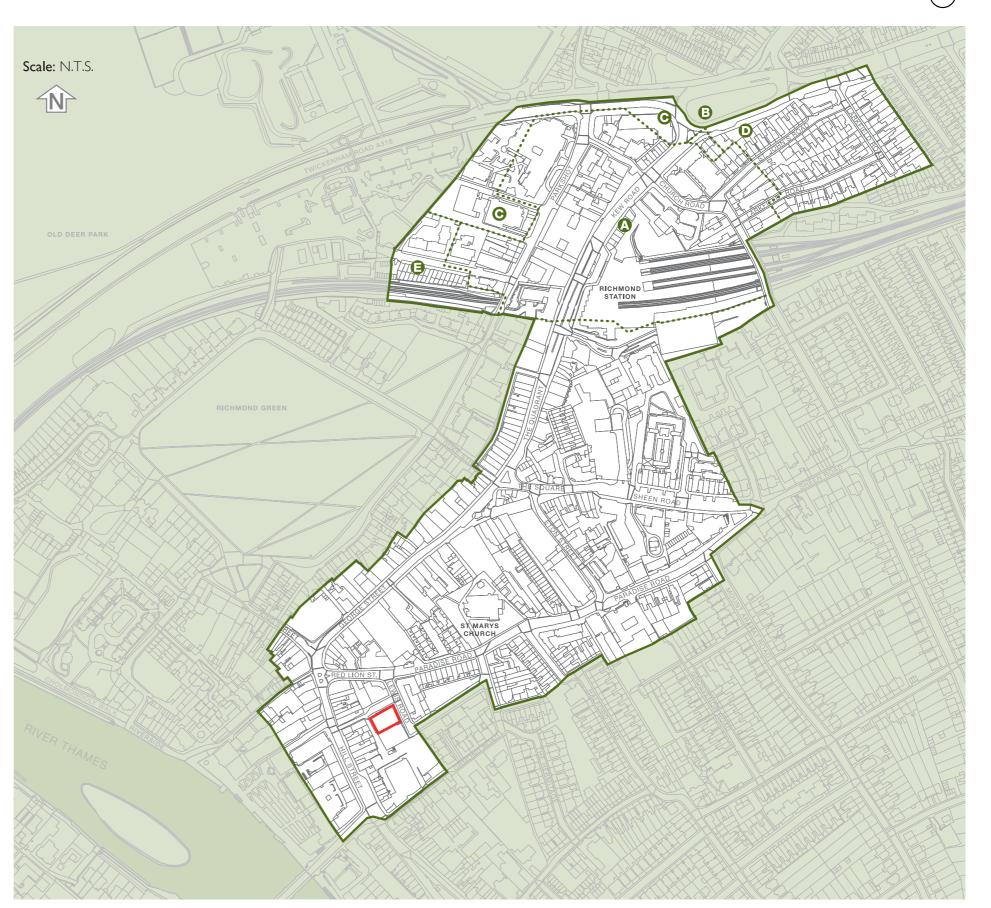
The design for the commercial element concentrates on two key factors:

- Ensuring that the design is of a high, modern standard and maximises the aspects of the Site and emphasises the sustainable nature of high quality, modern development within the conservation area;
- Ensuring that the proposed development is not intrusive and, by its modern design and high level of sustainability, makes a positive contribution to the conservation area.

The Central Richmond Conservation Area was designated in January 1969 and extended numerous times, most recently in November 2005. The Conservation Area statement describes it as: 'Mainly a commercial shopping area and the townscape is noteworthy for its variety, with a consistently high quality and many exuberant individual buildings. There are also residential areas of mainly terraced development. Building heights vary from two to five storeys and roof treatments vary. In general, the greatest virtue and benefit of the existing townscape is that no one building dominates and that the larger buildings do not spoil the appearance of the centre. The area is threaded by several small lanes leading into the historic Richmond that lies behind the 19th century commercial redevelopment. These lanes, Brewer's Lane, Golden Court, Waterloo Place, Church Court, Victoria Place, Mitre Court and the Market Passage, provide a refuge from traffic and are spaces of a more intimate nature.

Opportunities for Enhancement are noted as including:

- Improvement and protection of its setting;
- Preservation, enhancement and reinstatement of architectural quality and unity:
- Retain and improve the quality of shopfronts and advertisement;



3.03 LOCAL CHARACTER & LISTED BUILDINGS CONSIDERATIONS

The listed and unlisted structures of merit in the vicinity of the site, their relationship to one another and the surrounding conservation areas, collectively illustrate the development of this part of London. They demonstrate how Richmond evolved from the 16th century onwards and in particular about its transformation from the middle of the 19th century.

The area and its buildings are a record of social and economic change and lifestyles in various periods and illustrate the effect these have had on building stock and urban grain. The recent history of the site provides evidence of the changes in the commercial office landscape in the late 20th to early 21st century.

The site at 1 Castle Yard has no merit internally nor externally the building makes little contribution to the streetscape as a cohesive architectural form.

The site has no evidential, historical, aesthetic and communal value.



1. Odeon Cinema, Grade II listed building







2. View from the back of Odeon Cinema



5. 5, Hill Street



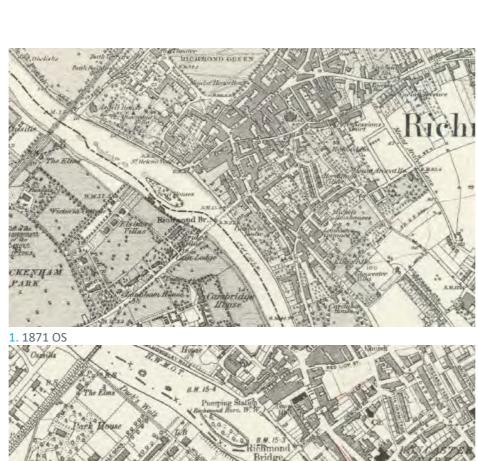
3. 12 & 14 Hill Street, Grade II listed building

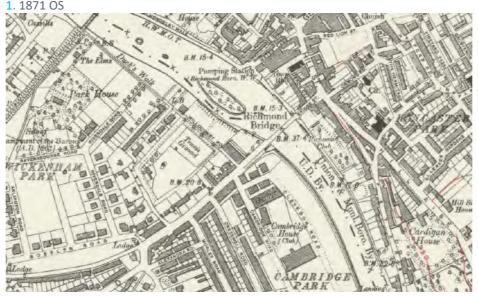
3.04 HERITAGE CONSIDERATION

Historic mapping shows the development of the area, with the first representation being the 1871 OS plan. At that time, the site of both buildings includes both built development as well as garden or open space. The following OS plan, 1898, shows the construction of a Hotel on the site of the existing Odeon Cinema with the north of the site being occupied by a series of buildings on a burgage plot layout being of a narrow frontage with deep plots. Behind these are a various assemblage of buildings which includes a number of open yards as well as a building with a large footprint to the north of the Hotel.

The most detailed OS map dates from 1933 which shows the construction of the Picture Theatre to the south of the site. This plan shows the area to the north, on the site of both the residential and commercial building as being built up and, most notably, immediately the north of the picture theatre, a large building sat in close proximity of what would eventually become the listed building. A 1937 aerial image shows the built form of the area with the building to the north of the Cinema being of a similar scale and footprint, being built up to the boundary. This is shown in further detail in 1959 which shows the site to the north as a 'coach station' and further north a 'garage'.

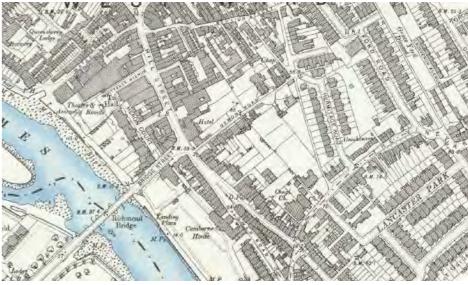
As historic mapping illustrates, whilst the area has undergone significant change, the two sites, subject of this pre-application submission has always been developed and forms part of the built form of Richmond. Importantly, the site of the residential building has been occupied by buildings of similar scale to the neighbouring cinema and surrounding development.



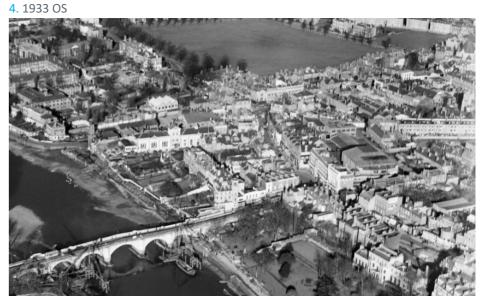




5. 1959 OS





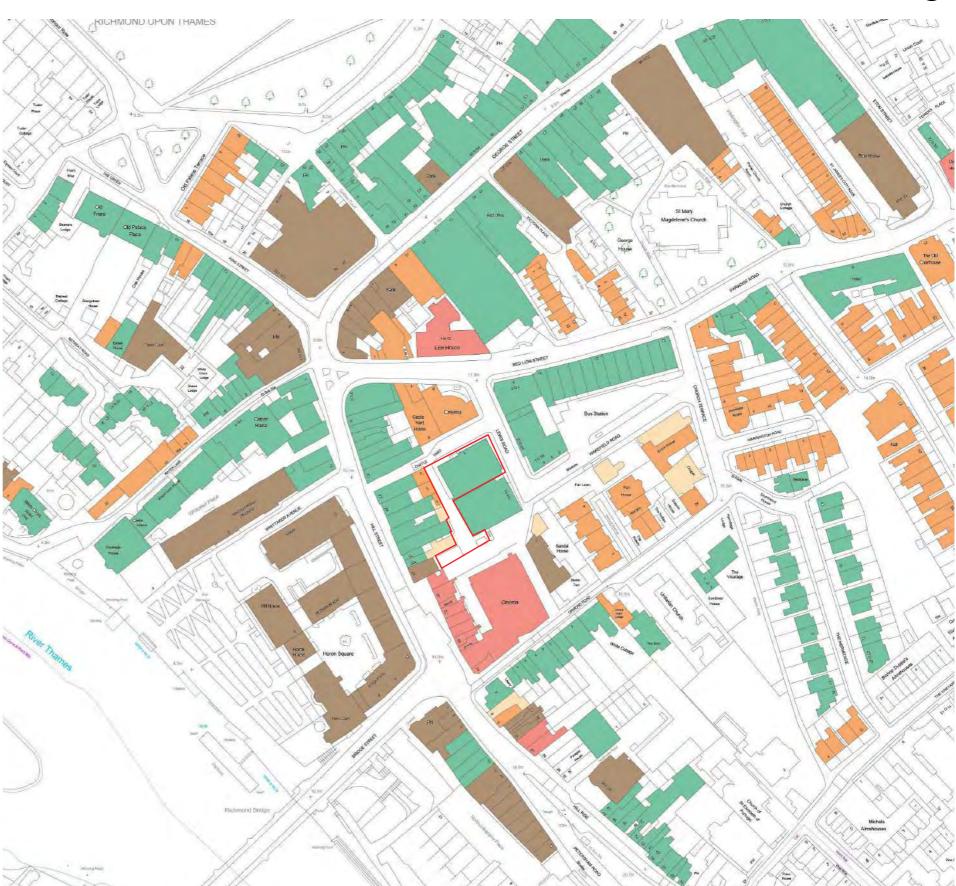


6. 1937 Richmond Bridge and Surrounding

SITE ANALYSIS

4.01 EXISTING BUILDING HEIGHTS





Key:

1 Storey

2 Story

3 Storey

4 Storey

5 Storey

6 Storey

4.02 SURROUNDING USES





- Retail/Restaurants/Entertainment
- Mixed Use Retail & Office
- Mixed Use Retail & Resi
- Office
- Residential
- Culture
- Hotel
- Ecclesiastical
- Green Spaces



4.03 CURRENT CONDITION

The existing building, 1 Castle Yard, is a dilapidated commercial office block built in 1980. It is a 3-story arrangement, with office accommodation from ground to second floor with a central vertical circulation core including roof level plant space. The building has a common party wall with an adjoining building Glovers Lodge, constructed at the same time and of identical construction materials.

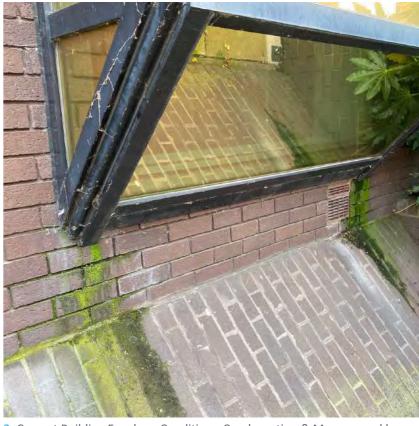
The current office building is beyond its economic life in its current form and requires an extensive refurbishment to bring it in line with modern office standards and sustainable operating values.

The existing elevations demonstrate a lack of interface with the surrounding area or streets. The current extremal space is not used to the full potential. The geometry of the building and current hard landscaping treatment dissects the development site from surrounding areas and community leaving the sense of arrival unclear.

The glazing systems would need replacing in their entirety as these would not offer the thermal performances required to mitigate the impacts of high and low temperatures. In addition, the existing glazing tinting would not allow for optimised natural daylight and therefore reducing the demand for artificial lighting during daily office activities.



1. Lewis Road View - Current Building Outlook



2. Current Building Envelope Condition - Condensation & Moss caused by the existing cladding detail



3. Current Reception Waiting Area



4. Current Ground Floor Reception Lobby



5. Current Roof Condition



6. Current Stepped Entrance - No disabled access

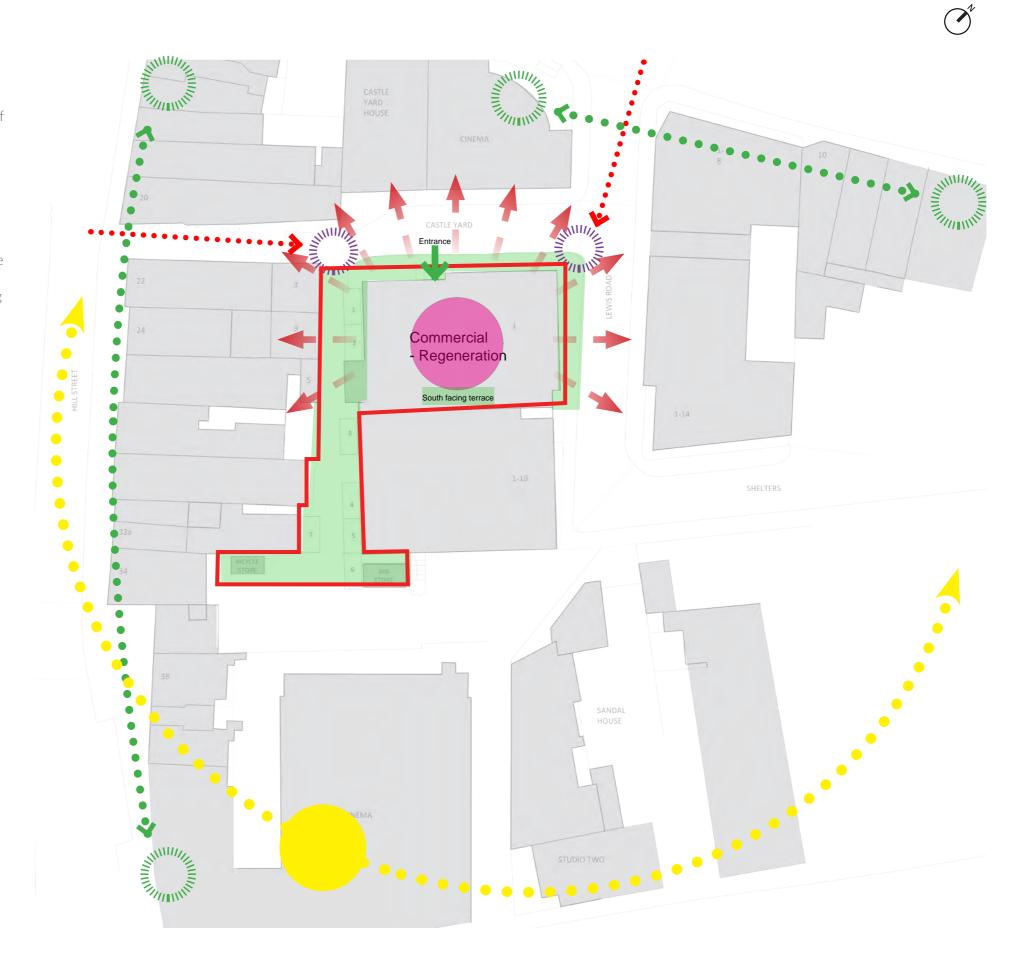
4.04 OPPORTUNITIES

The design strategy is based on taking the opportunity to significantly improve the building and secure its role as a town centre asset for the present and future. The scheme seeks to breathe new life into this outdated building and improve the streetscape experience in this part of Richmond Town Centre.

Featured opportunities:

- Modernise the existing building and significantly enhance its appearance
- Attract new commercial occupiers to Richmond
- Deliver a net increase in employment opportunities
- Support the vitality of Richmond Town Centre by helping to increase footfall
- Significantly improve the environmental sustainability of the building
- Improve the relationship with Central Richmond Conservation Area
- Reduce the overall construction period by retaining the majority of the existing building structure and façade (therefore avoiding the need for long-term works)

Key: Sun Path Views Focal Point Retail, Restaurants and other Amenity Areas High Density Development Areas Low Density Development Areas Enhancement Areas



4.05 CONSTRAINTS

Site Constraints

The existing building block was designed as part office part residential. It is bounded by Lewis Road, the main vehicle thoroughfare and Castle Yard. To the rear is bound by Glovers Lodge . The building has become outdated and is in need of significant investment in order to bring it up to the standards expected by modern occupiers.

Choice of Sustainable Materials

Materials have been selected with reference to the specifications in "The Green Guide", an accredited environmental rating scheme for buildings. That system uses Life Cycle Assessment to examine the environmental impacts for different element constructions based on manufacture, installation, use and disposal.

Materials are to be:

- Responsibly Sourced
- Have the required thermal and acoustic insulation properties
- Robust and low-maintenance
- Sympathetic with the retained elements and the building's surroundings

Key:

Site Boundary

Main Vehicular Access

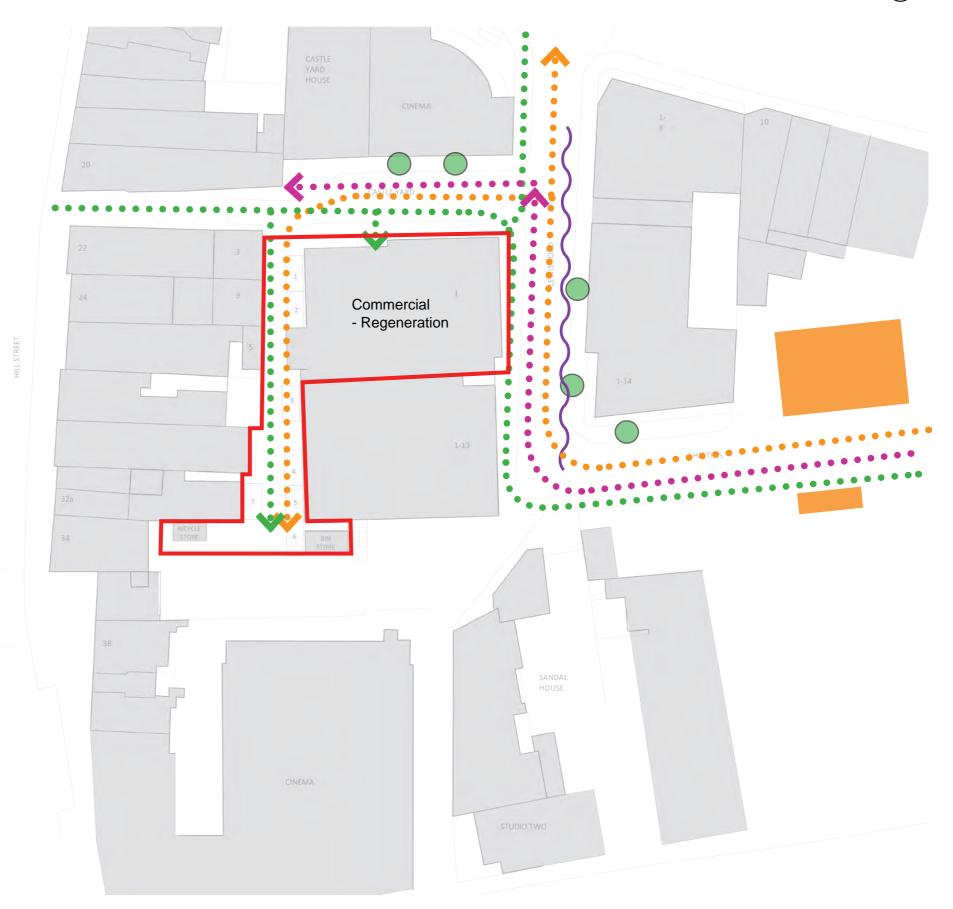
Pedestrain and Bicycle Access

Emergency Access

Noise Source

Trees

Bus Stop/Station



DESIGN

5.01 THE PROPOSAL

The proposed development comprises internal renovation and reconfiguration of the existing building, external material changes, two storey roof addition with terraces and plant enclosure to accommodate 763 sqm (8,213 sft) of additional commercial floorspace.





5.01 THE PROPOSAL



Commercial Development

- The removal of existing roof plant rooms and equipment to facilitate the construction of a new 2-storey extension forming the top level of the offices
- New roof finishes including an accessible roof for maintenance only and perimeter recesses to enrich the building language and roofscapes
- A 'Category A' landlord's fit-out to all office levels complete with all required new services and equipment.
- The reconfigured central core to the office levels with new lift and service risers. This will comprise the strip-out and redecoration of the space and the provision of the required WC and kitchenette facilities.
- The creation of a new entrance and reception area.
- Provision of new shower facilities will meet the requirements within Mayor's New London Plan 2021 to promote cycle to work and sustainable development.

High quality window system incorporated with coloured aluminium panel and decorative permeable metal overhead panel on the new upper floor. The system will incorporate openable panels for natural ventilation. New roof plant to be screened with metal plant screen sytem.

Full height curtain wall system incorporated with coloured aluminium side panel.

Existing brick to be retained, made good and repainted.

New curtain wall system incorporated with decorative permeable metal overhead panel to replace the current glazed curtain wall system. The system will incorporate openable panels for natural ventilation.

New decorative permeable metal panel to incorporate the new HVAC system to improve the building energy performance.

Trees to be added to public realm.

New ground floor high quality window to maximise daylight intake.

Entrance to be remodeled with ramp approach to meet DDA requirements.

5.01 THE PROPOSAL



View along Lewis Road looking South



View along Lewis Road looking North



View along Castle Yard looking East

5.02 MASSING STUDY

The proposed refurbishment of the commercial office building will utilise the existing concrete frame whilst internally the floor plates will be reconfigured for more efficient layouts. Externally the facades will be refreshed with new window systems and two additional storeys of office, terraces and plant enclosure.

The most prevalent feature of the building upgrades relates to the roof extension, particularly when considering the site's location within the conservation area. It is felt that, along with the elevational alterations, reordering the buildings proportions with one full and one recessed storey will improve the overall appearance of the tired existing building and create a classical visual hierarchy.

Initial studies have shown that by recessing the new top floor, the impact on the townscape is reduced and its visibility in views from around the area is minimised. The site is flanked on all sides by rows of commercial properties, long views of the building from the north, west and east are not easily achieved. From the south, the new top floor will be obscured due to the height and massing of the Odeon cinema.

The roof plant will be screened for visual and acoustic purposes. Like the existing arrangement and that of many of the surrounding commercial and residential properties, a minimal area of roof plant screening will be visible from the north in views along Lewis Road and Red Lion Street. From the south, due to it being set well back towards the centre of the roof, the visual impact is minimal.

The overall effect of the additional storeys is felt to be positive and the improvements to the tired existing building which are gained through the use of high-quality materials and careful detailing, mitigates the potential for any negative ramifications that could arise from the increased massing. The impact on the locally listed buildings can be seen at worst as neutral, if not positive.

Adding mass to the top of the existing building has the benefit of providing a unified hierarchy that improves a roofscape which is currently disparate and fragmented. The elevational alterations to the office building involve replacing the failing existing windows with contemporary glazing systems with elegant proportions, sympathetic to the style of the building. The existing dark brown brick will be painted contemporary grey.

The removal of the ground floor window bays will allow for a more defined building base and provide pedestrians with a wider footpath. In their place, the bay widths will be replaced by flat window openings which will allow for a significantly improved passage of light whilst giving the street elevations a lighter, more contemporary appearance.

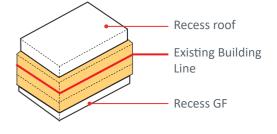
Many of the poorly considered existing building features such as the deep lead flashing detail and unsightly, highly reflective windows will be removed with the alterations. It is of the opinion that the material enhancements and additional storeys will facilitate a positive contribution **27** to the Conservation Area.



Office, BOH, Resi as the main body of the building

The roof

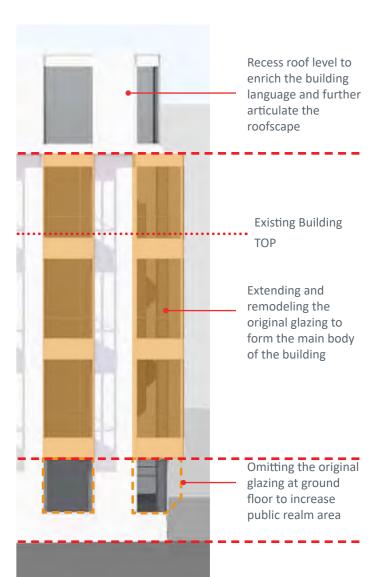
Retail at street level forms the plinth of the building





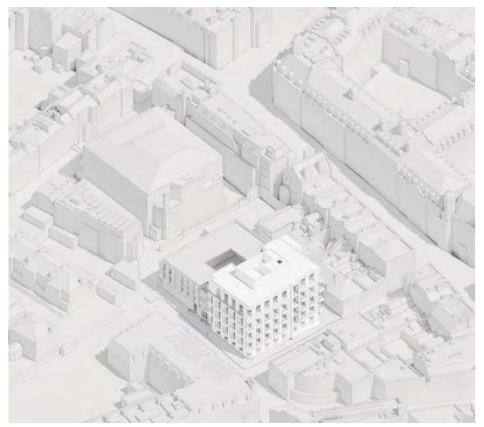
Office, BOH, Resi as the main body of the building



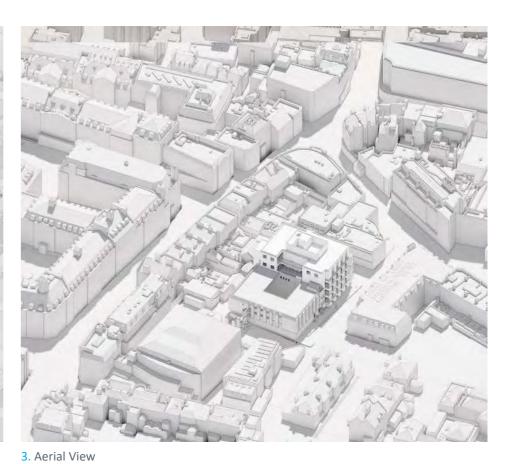




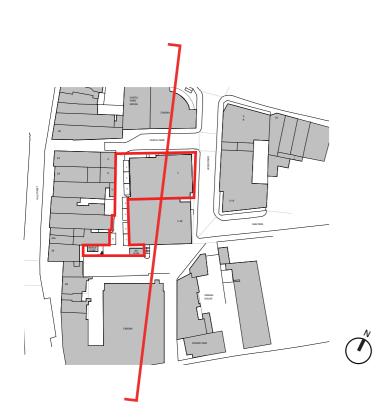
5.03 ROOFSCAPE STUDY

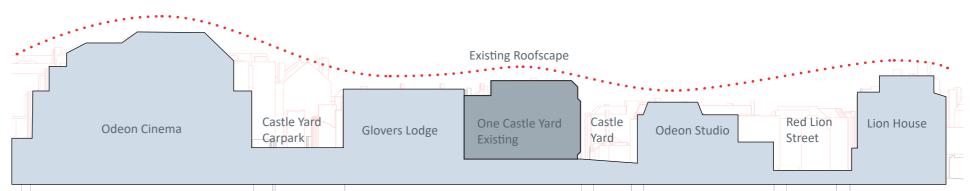




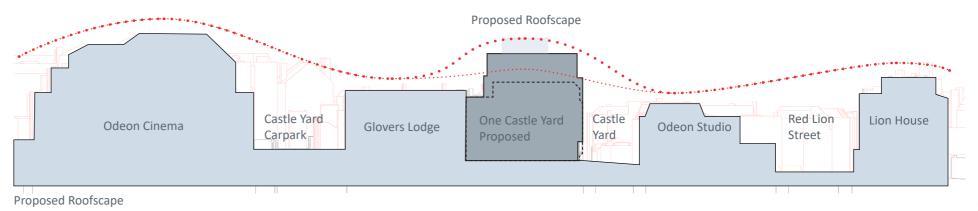


1. Aerial View





Existing Roofscape



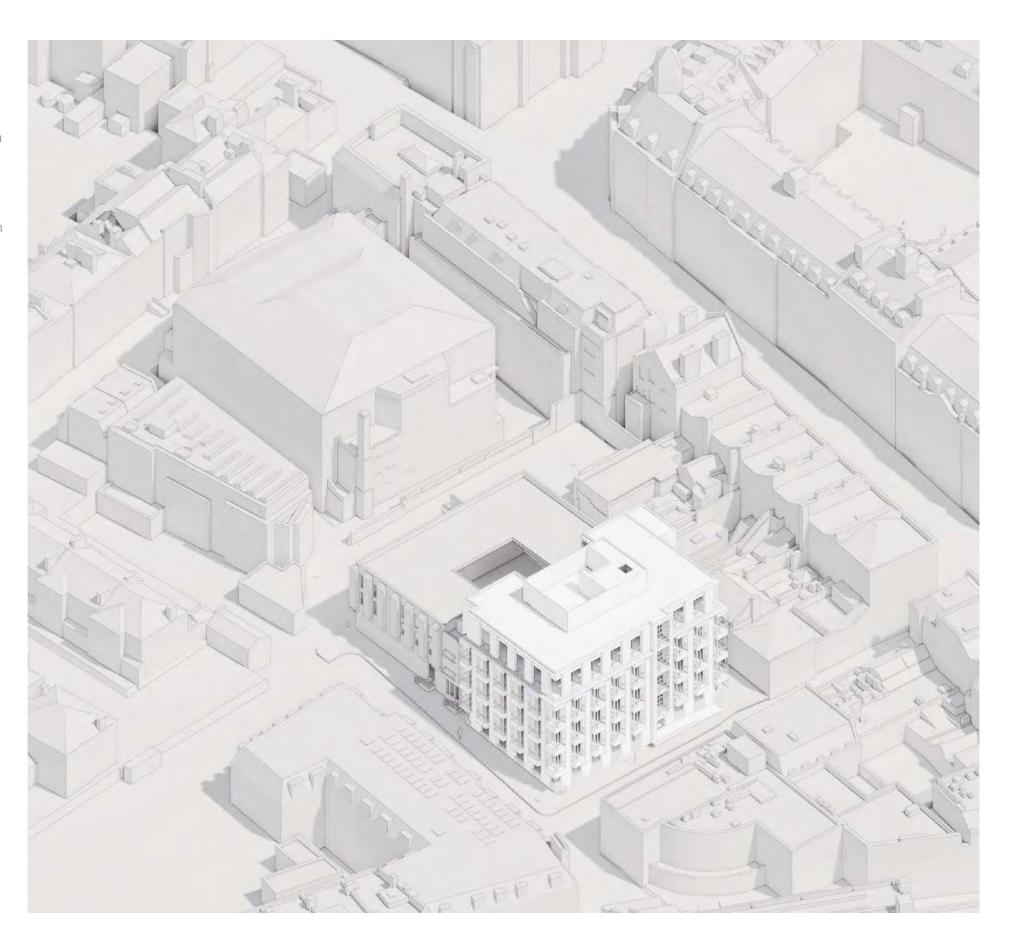
5.04 SUNLIGHT & DAYLIGHT STUDY

GIA have been appointed to review the massing options put forward for this site to ensure that daylight and sunlight to surrounding residential properties can be fully reviewed and considered.

The assessments have been completed using the VuCity platform which allows indicative daylight (VSC) assessments to be carried out and inform the design process. This ensures that the resultant massing does not create unacceptable harm to any relevant surrounding properties.

The commercial development has been designed to respect the potentially sensitive properties within the Glovers Lodge courtyard which currently experience low levels of light and are restricted due to the internal deck access. The design has been stepped back to respect these windows which will ensure the minimum amount of transgressions are seen while making optimal use of the development area.

GIA will continue to aid the design process and the resultant massing options will be fully assessed against the BRE guidelines and relevant planning policy, with a full daylight sand sunlight report submitted with the applications.



5.05 CHARACTER & MATERIALS

Materials Strategy

The predominant character of the Town Centre is that of early Victorian and Edwardian purpose built shopping streets. These are interspersed with individually designed period buildings and more contemporary shopping outlets. The latter part of the 20th century has borne witness to larger scale and taller buildings providing commercial accommodation. Driven by increasing population, the 21st century is seeing the introduction of a series of tall modern commercial structures.

In developing the proposals for 1 Castle Yard, the design team has sought to create a strategy which draws upon, and ultimately contributes to, the broad material palette that articulates Richmond's built environment.

Richmond Material Palette - Observations 'Field' Colour/Materials

- A predominance of red Surrey Brick among 19th and 20th century buildings (creates a very robust 'field colour')
- Interspersed with 18th and 19th century buildings, employ yellow London Stock Brick - often at key nodal points
- Articulated Precast Concrete/stone late 20th Century Commercial and office buildings (offer a cold surface colour and texture that runs counter to the warmth of their brick counterparts)
- Glass curtain walling to late 20th Century Commercial and Office buildings (offer cool surface colour and texture)

Proposed Materials Palette - Key considerations

- Should the predominant 'field' colours/ materials compliment or contrast against the immediate context?
- How to imbue a strong sense of commerciality?
- How to create connections and visual links with the context?
- Whether the materials within the proposal should contrast or complement one another?
- How longevity in terms of maintenance and appearance can be achieved?

The selected material palette for the proposal is to retain the brick. This establishes a strong visual and textural connection with the town centre setting. The top floor extension will be in a form of fluted metal cladding system in bronze colour finish.

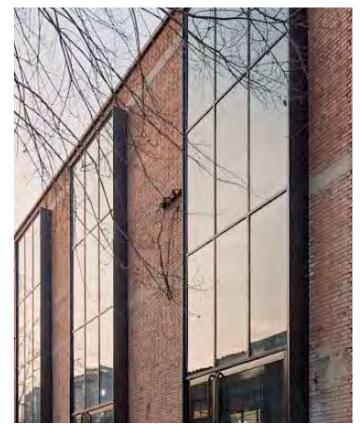












5.06 CONSULTATION PROCESS

Following a pre-application meeting held with Richmond planning officer Andrew Vaughan on site on 1st December, and a virtual follow-up meeting held 9th December, this summary note outlines the principal discussion points.

Office

It was confirmed that the proposed extension was acceptable in principle. Whilst urban and heritage colleagues commented on the height of the proposed two storey addition, following a discussion with his line manager, the planning officer confirmed his support for the proposals in this highly sustainable brownfield location and due to the relatively enclosed nature of the site. It was accepted that there was scope for further intensification of the site in line with the proposed design approach. The support of the Richmond Society was also noted. Associated benefit of public realm improvements and external improvements to the building (including environmental improvements) were also welcomed. The officer highlighted the need for suitable fire safety measures to be included with the application.

The officer agreed the schedule of deliverables, description of the development and that the submission is to be made on the basis of a minor application (below 1,000sqm additional floorspace), and a full rather than outline application. It was confirmed that no trip generation information has required to be included with the application, and a tree survey did not need to be submitted with the application (although may need to be conditioned). The officer noted that while a Construction Management Plan is required, this can be an initial draft document, to be finalised at a later stage via a suitably worded planning condition.

5.06 CONSULTATION PROCESS



The Richmond Society
The Bridge Workshop
7b Parkshot
Richmond TW9 2RD

Tel: 020 8843 7983 Email: vicechair@richmondsociety.org.uk

8 December 2021

 $By\ email: \underline{\text{Andrew.Vaughan@richmondandwandsworth.gov.uk}}; \ DCTechnicalSupportHub@richmond.gov.uk$

Mr A Vaughan
Case Officer Planning
London Borough of Richmond upon Thames
Civic Centre
York Street
Twickenham
TW1 3BZ

Dear Mr Vaughan

1 Castle Yard, Richmond TW10 6TF

The Executive Committee of the Richmond Society welcomes the redevelopment of the offices at 1 Castle Yard to the latest standards whilst providing high quality purpose built residential accommodation. This is subject to the proviso that the developments are not visible from Hill Street.

Richmond town centre needs good quality purpose built office space to attract businesses and jobs which are essential to rejuvenate it. The present offices are showing their age and the public spaces around them are run down and the area looks neglected.

We recognise that the final plans may change as a result of discussions with the Council and others and we would want to comment on any updates. One detailed comment was that the bike racks appeared to store bikes vertically which might be difficult for some people to access so horizontal storage might be better.

If you wish to contact me please either email me: <u>vicechair@richmondsociety.org.uk</u> or telephone me: 07802 949395.

Yours sincerely

Louise Fluker

Vice-Chair & Chair of the Richmond Society Planning Committee, The Richmond Society 07802 949395

c.c. Stuart Bedford sbedford@extonestates.com by email

PATRONS: MS ANITA ANAND, PROFESSOR IAN BRUCE CBE, BARONESS RONNY VAN DEDEM,
MR BAMBER GASCOIGNE CBE, SIR TREVOR MCDONALD OBE, THE LORD WATSON OF RICHMOND CBE.

www.richmondsociety.org.uk Registered Charity 1169079

5.07 DESIGN EVOLUTION

The following illustrations demonstrate how the design process has evolved to deliver a harmonious reinvention of this outdated office building, resulting in a desirable and market focused workplace.

The design approach commenced with examining the existing building's geometry and evolved through a series of iterations using 3D modelling to study the bulk and massing constraints within the contextual surroundings. The architecture was then developed to achieve an elegant and purposeful façade design using quality materials with sustainability in mind that delivers a welcoming and readily identifiable presence within this discrete urban setting.

By undertaking an extensive site contextual analysis, a number of design opportunities and constraints were identified that guided the design response as highlighted below:

Enhance and clearly define the buildings arrival experience, including step free access.

Maximise the currently constrained building street frontage and upgrade the immediate urban realm by bringing the Hill Street standard of materials into Castle Yard.

Provide a contemporary architectural form and language that compliments the surrounding context and local character by being true to its functionality and use as a 21st century workplace.

Introduce a set-back to the additional top floor to reduce mass and the impact on the immediate townscape. In doing so improve upon the existing building's architectural presence with a classical tripartite division of base middle and top. This set back is also in line with the structure for the additional floors that have to be founded on the existing structural frame.

Retain successful elements of the base building (interior layout, brick walls) and improving upon their functionality and environmental impact. The primary aims of the design concept has 'place making' at its heart and takes full advantage of the development opportunities this discrete yet highly covetable location offers ,with its rich doorstep amenities and the excellent variety of travel modes.



Early Proposal - Facade treatment



Early Proposal - West Elevation



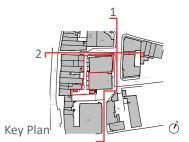
Developed Proposal - Geometry of bays



Developed Proposal - Escape Stair Enclosure



Current Proposal - Refined facade treatment



5.08 ELEVATIONS



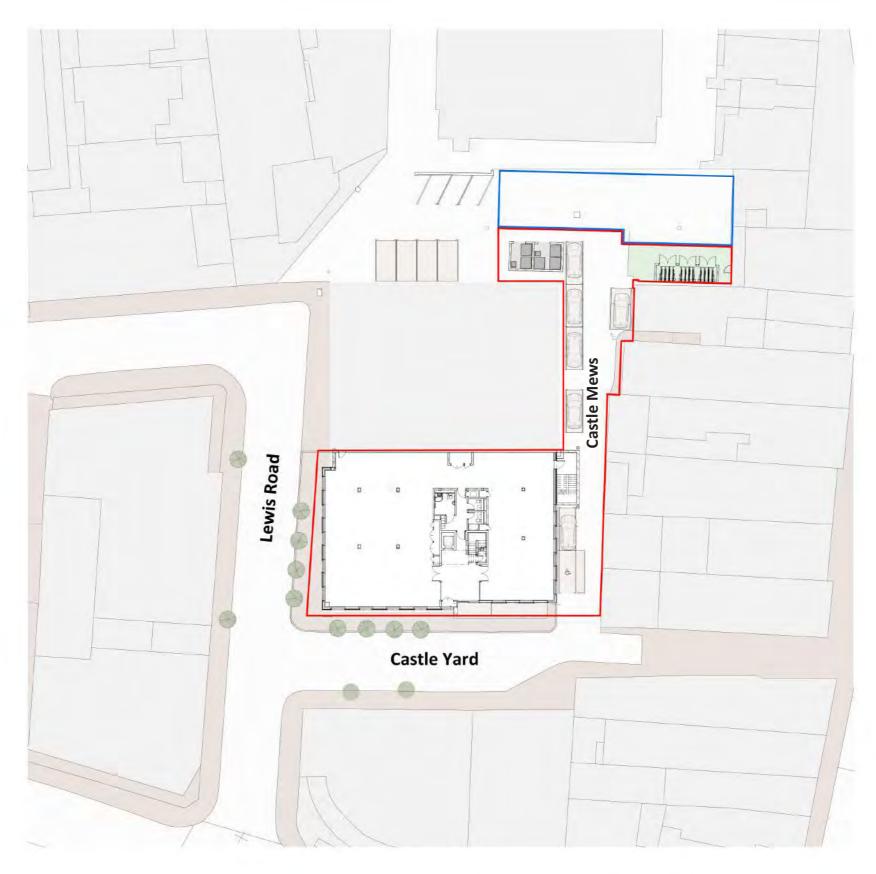
1. Proposed East Elevation



2. Proposed North Elevation

Ne se

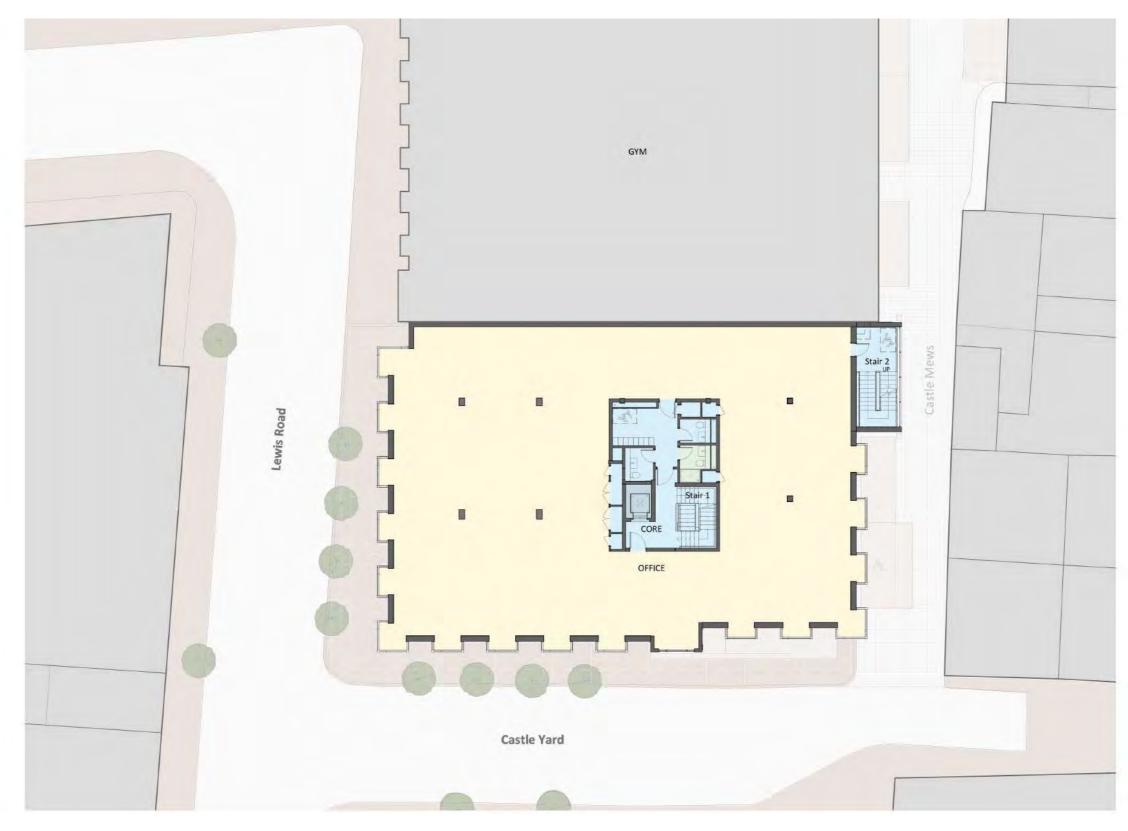
5.08 PROPOSED LAYOUT - GROUND FLOOR MASTERPLAN



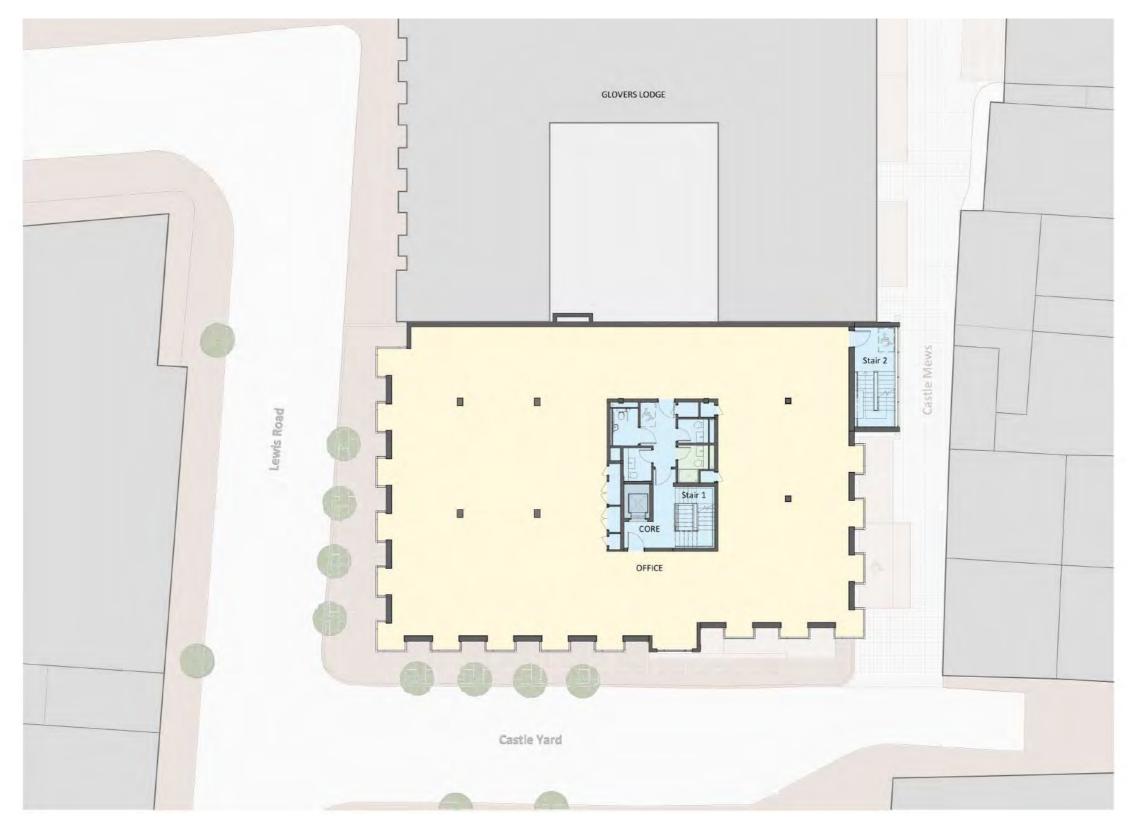
5.08 PROPOSED LAYOUT - GROUND FLOOR



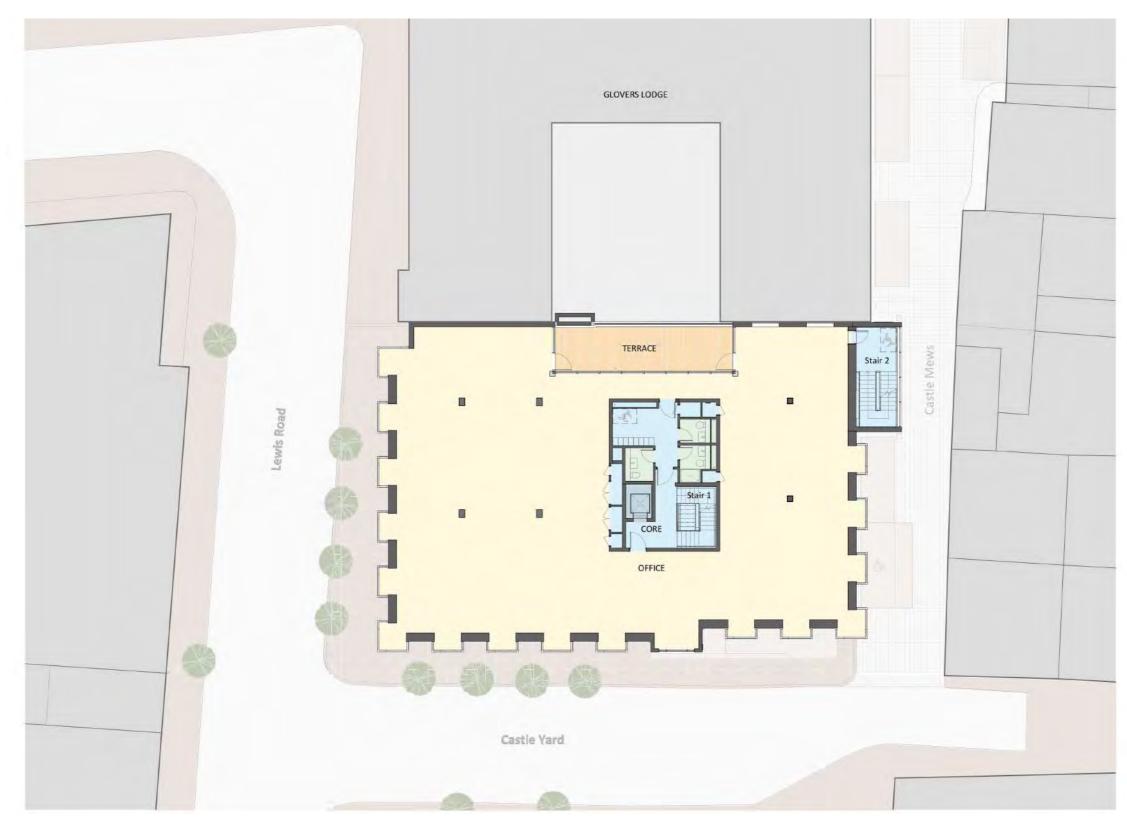
5.08 PROPOSED LAYOUT - FIRST FLOOR



5.08 PROPOSED LAYOUT - SECOND FLOOR



5.08 PROPOSED LAYOUT - THIRD FLOOR



5.08 PROPOSED LAYOUT - FOURTH FLOOR



5.08 PROPOSED LAYOUT - ROOF PLAN



5.09 ENERGY & SUSTAINABILITY SYNOPSIS

A Sustainability Statement (Incorporating Energy Assessment) detailing the Energy Strategy for the Proposed Development, will be submitted as part of the Planning Application.

The development will follow an energy hierarchy when considering reducing CO2 emissions. The energy hierarchy must first consider incorporation of energy efficiency measures (including passive design), supplying energy efficiently and using renewable energy technologies.

The development will seek to achieve a BREEAM 'Excellent' rating and an EPC Rating of 'A'. This will be achieved by incorporating the following features into the design of the development.

Efficient façade design which maximises natural daylighting whilst minimising solar gains.

Fresh air will be supplied to the building at the optimum level to achieve, occupancy requirements and meet Building Regulations and CIBSE guidelines and incorporate heat recovery to reduce energy consumption.

The internal and external spaces shall be illuminated using energy efficient LED lighting in unison with a lighting control system offering occupancy and daylight dimming controls to maximise energy savings.

Highly insulated building fabric which meets and exceeds the "notional building" fabric properties according to Part L1A 2013 (with 2016 amendments).

The building water consumption will be controlled and minimised by the use of water efficient low flow sanitary/ WC outlets. Water consumption and building materials will be aligned with the targets commensurate with BREEAM 'Excellent' and will be achieved through the use of low flow water fittings in the toilets/ showers and high quality and sustainably resourced materials and products.

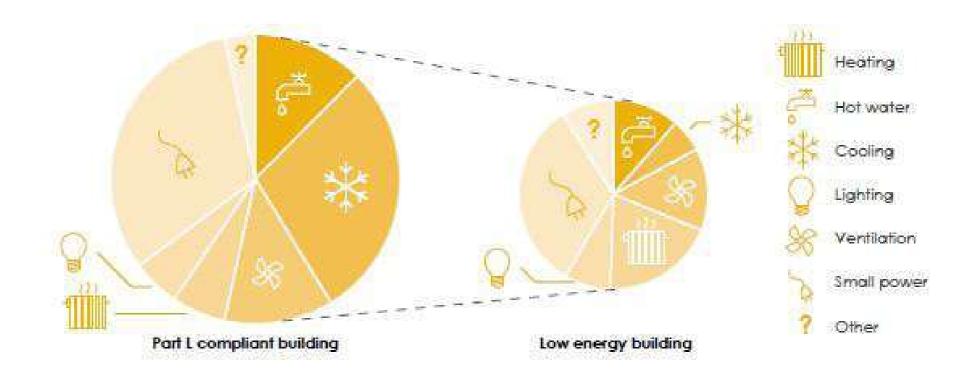
The building has been designed to create a 'healthy' standard to ensure a comfortable, indoor working environment, maximising daylight levels and optimising acoustic performance.

The impact of any lighting associated with the development on adjacent properties or the street scape will be designed to mitigate light pollution in accordance with ILE guidelines.

The ecology of the development will be designed to improve the biodiversity with the introduction of managed landscaping areas within our plot boundary.

A flood risk and drainage strategy will be developed for the site, in line with the requirements set out in the National Planning Policy Framework (NPPF). The proposals will not increase the amount of existing impermeable area, which is currently discharging into the existing sewer network. Surface water flows into the existing outfall from the development will be limited such that they do not exceed current values.

The proposal encourages the use of public transport and ensure the development encourages cycling and walking. The car parking allocation is minimal. The management of the refuse control and collection will also be addressed as part of the proposals to maximise recycling rates.



5.10 HIGHWAYS

A full and comprehensive Travel Plan detailing the overarching principles on Travel Plans, Transport Assessments, and statements for the Proposed Development, will be submitted as part of the Planning Application.

The scheme will provide an appropriate level of electric vehicle parking and charging infrastructure to suit the development requirements. The developer has committed to a provision of 50% electric car charging spaces in total, a figure which greatly exceeds the national average for commercial ventures.

Richmond's vision is that by 2026 residents and businesses will be able to use electric vehicles every day and for any purpose. They will be confident that they will be able to recharge them quickly and conveniently, taking advantage of their lower cost operation and in doing so helping improve air quality.

Richmond borough is an Air Quality Management Area, with residents frequently experiencing levels of particulate matter (PM10) and nitrogen oxides that can be harmful to human health, by worsening respiratory conditions. Both the UK Government and the Mayor of London are promoting the uptake of ultra-low emissions vehicles as a means of reducing pollution in cities and towns. Electric vehicles are one type of ultra-low emission vehicle and these are being promoted in London. An increasing number of Richmond residents have been requesting electric vehicle charging points near their homes and offices in the borough.

Richmond has one of the largest potential take-up rates for electric vehicles in outer London, according to analysis by TfL. The absence of accessible charging facilities is a constraint on potential take-up and the air quality benefits it offers.

The electric car market, whilst increasing, currently accounts for less than 1% of all registered vehicles in the UK. Furthermore, rapid improvements in charging technology mean equipment installed early could be rendered obsolete without use. It is highly likely wireless alternatives will eventually replace the current plug in options and the Council / Developer will ensure it offers its tenants the latest technology when available.

Encouraging greater use of low emission vehicles is part of Richmond's strategy to become the UK's national hub for the low carbon economy. Our development will contribute toward this goal and promote sustainable travel wherever possible.

Both vehicle manufacturers and other innovators are working to build interest in and use of alternative fuels. A desire to use these is growing in areas such as Richmond. These requests are expected to continue to rise in future, particularly as EV technology becomes more widely available and usage grows.



5.11 ACCESS & ACCESSIBILITY

Introduction

The proposed development will be designed in accordance with best practice guidance on inclusive design, the proposals are designed to be accessible in accordance with part M of the Building Regulations as a minimum.

Pedestrian

Pedestrian access to the proposed building will be via the walkway from Hill Street or a direct front on approach from Castle Yard both routes are reached by a graded shared surface road finish. Upon entry staff and visitors will enter straight into the main reception area where lifts and stairs make all floors accessible. The graded level entry ensures no separation of users.

Use of appropriate hard landscape surfaces will be deployed on external circulation routes & tactile paving to identify potential hazards. The palette of external materials will be carefully selected to ensure ease of access for pedestrian and wheelchair users. Tactile paving will be utilised were appropriate to delineate level changes.

Cycle, Lockers and Changing

In total, the development will allow for a generous level of secure cycle storage within a new brick enclosure located within the car park area. This will accommodate 24 No. bicycle racks. Shower, changing facilities and drying lockers will be provided in the main office building. Separate male and female shower rooms, with shower facilities suitable for all abilities accessible from the landlords common core area. These facilities encourage cycling to and from the site, with a view to deterring the use of private vehicles.

Vehicular Access & Parking Vehicular, access to the site is via Castle Yard.

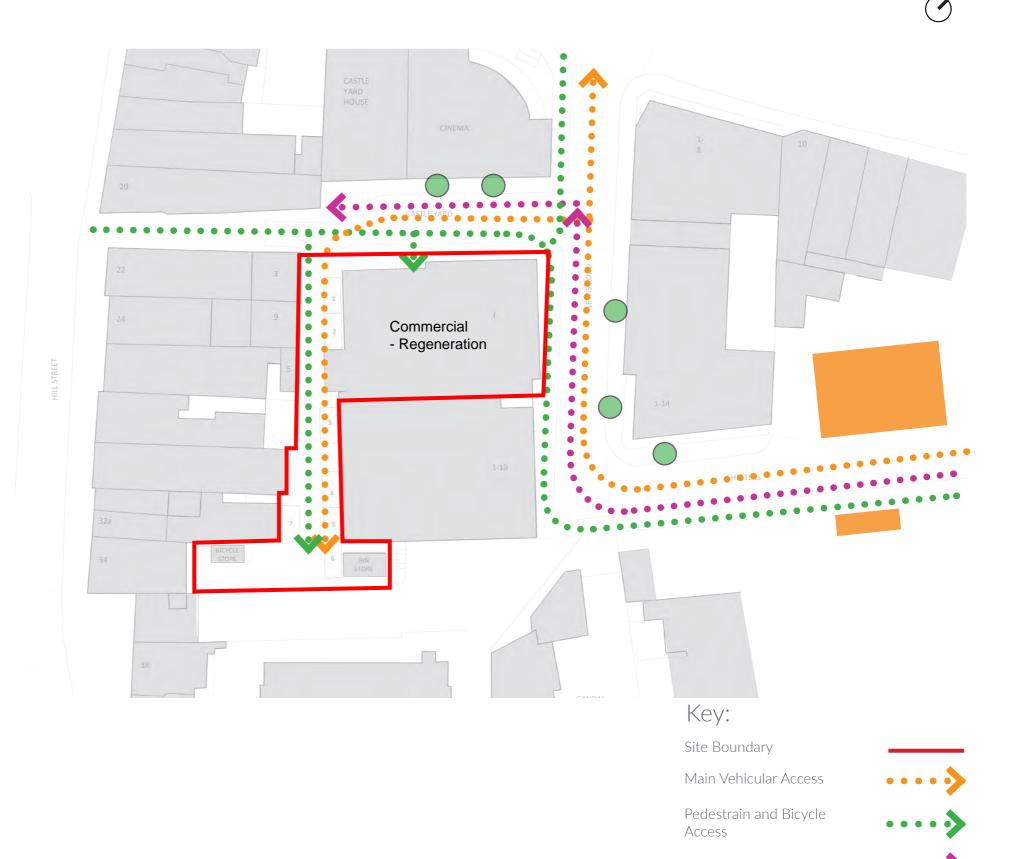
Vehicular movements have been rationalised to ensure that traffic movements to the front of the building is minimised. Due to the low anticipated vehicular movements, Castle Yard Mews has been designed as a shared surface within the wider scheme.

8no. spaces will be provided including 50% electric charging provision spaces in total. An accessible parking bay will be located on the private Mews, close to the main entrance.

Servicing

All servicing access routes of the building, where feasible, will be kept within the central core zone to maximise the buildings footprint efficiency. This includes firefighting, escape, and plant maintenance.

Refuse collection, operational parking and cycle storage will all be accessed from Castle Mews.



Emergency Access

Bus Stop/Station

PUBLIC REALM ENHANCEMENT PROPOSAL

6.01 CURRENT CONDITION



1. Current Building Stepped Entrance



2. Current Bin Store



3. Current Castle Yard Car Parking spaces & Bin Locations



4. Missing Pavers in Public Realm



5. BOH of Hill Street Retail and Restaurant - Current Castle Yard Car Parking Area

6.02 THE PROPOSAL



6.03 PLACE MAKING

Castle Yard is a ground breaking commercial development located in the heart of the historic central Richmond Borough.

The office refurbishment will be built with wellbeing at the core, with stunning views of Richmond and spaces for people to live well, work smart and feel good. In addition, it will create inspiring workspaces to harness the ambition of the occupants and tenants alike.

The scheme sets out an ambitious and imaginative reinvention of this dilapidated early 1980's commercial office. Delivering superior contemporary office accommodation that will complement the surrounding residential, retail, food and drink, hotel and leisure uses, all linked to the town centre via a proposed new urban realm space. The location lends itself to all the advantages of urban life, with the added attraction of the riverside activities on its doorstep. This will be a space for business to flourish and for people to thrive.

Our design concept seeks to contribute and enhance the future emerging setting. A scale and form that complements the existing developments creating a new urban hub that draws from the best of the existing character, while optimising the reuse of this brownfield site.

Shared amenity space located throughout the building offers places to play, relax and interact with others. Greater ceiling heights contribute to increased air flow and natural light. Given the location and its connections with the river and surrounding buildings, this scheme will fully utilise the top floors providing open external terraced areas to these valuable vantage points.

The floorplans are essentially organised around a single central core to the building and comprises the landlord lift and WC provision. This arrangement maximises the access to the external glazed façade increasing the daylighting into all the office interior space. This configuration offers a flexible floor plate with potential tenancies ranging from approx. 4,000 sqft to 22,000 sqft, and hence attracting a wide variety of businesses.

Access to extensive cyclist facilities, showers and changing rooms will encourage physical activities; Thereby, enabling an improved work life balance and encouraging reduced trips to and from the site.

All design and construction will be taken through the lens of CO2 minimisation and sustainability. Socially responsible and occupier wellbeing will be pivotal to this proposal.









6.04 LANDSCAPE OPPORTUNITIES





A : Castle Yard - west

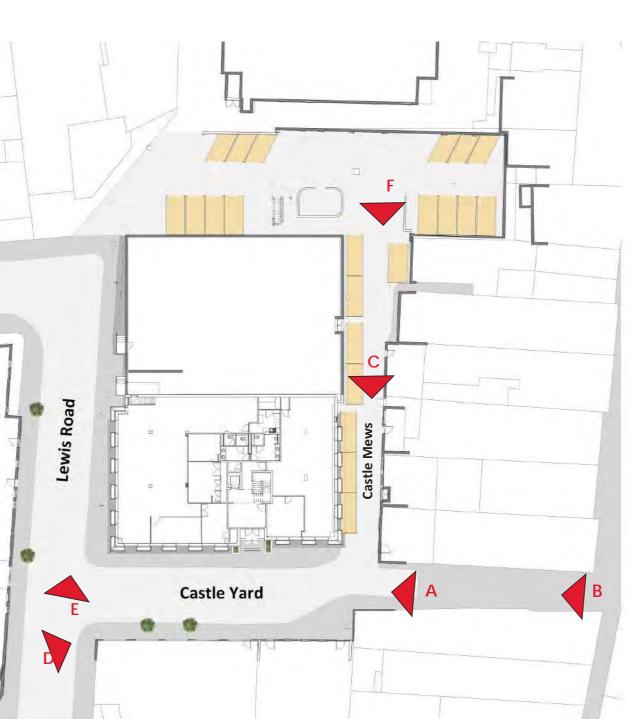
Repave widened footway to match existing with recessed service cover where possible. Retain granite kerbs. Careful consideration of ramp, levels, gradient and potential balustrade, reintervention on public realm.



B : Castle Yard View from High Street providing glimpse of trees.



C : Castle Yard Repave in concrete setts - from building edge to building edge to provide consistent and shared surface.





D : Castle Yard east Tree planting by agreement with LBR Highways. Consider tree cells subject to below ground services. Repave to match existing



E: Lewis Road
Tree planting by agreement with LBR Highways. Consider tree
cells subject to below ground services. Repave to match existing
building frontage.



Repave in concrete setts with subtle marking for accessible parking bays.

6.05 PROPOSED LANDSCAPE GROUND LEVEL

The development provides the opportunity to widen the footway around the building in Castle Yard and Lewis Road, allowing the introduction of tree planting, to improve the setting of the building and contribute to the pedestrian experience. The existing granite kerbs will be retained and the paving will be consistent from kerb to building facade. Some of these works are outside the red line and will required approval of the local highway authority.

An accessible route is combined with the steps up to the building entrance, designed to have a discreet presence within the public realm. The shared pedestrian and vehicular mews along the west side of the building has a consistent paved surface with the bays marked in contrasting setts.



Concrete flags



Dark pcc grey setts



Light pcc grey setts



Silver grey pcc step units

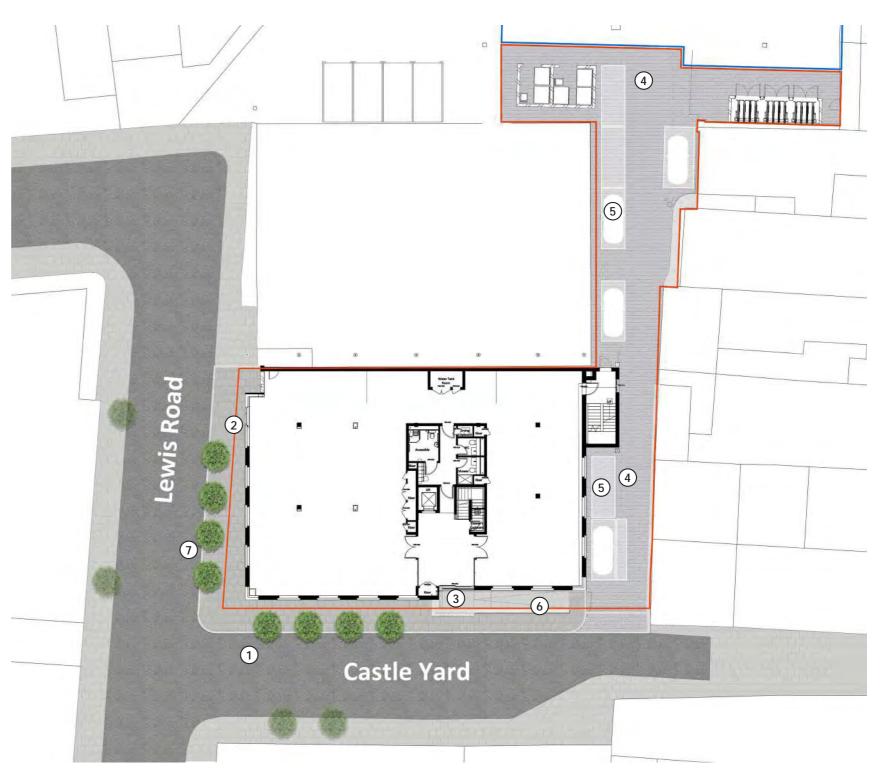




Tarmac

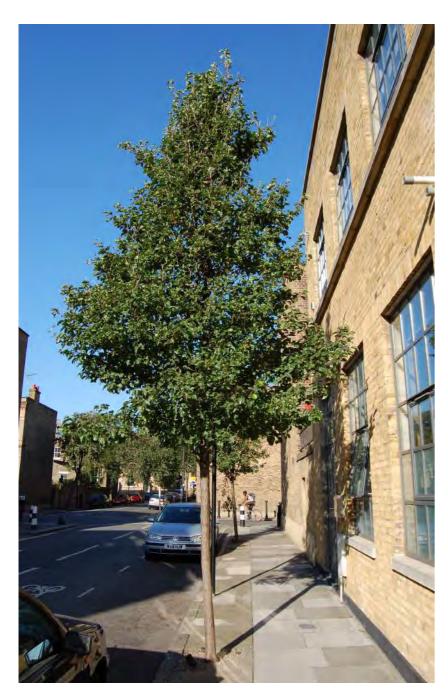
- Existing carriageway
- 450mmx450mm natural grey concrete flags to main footpath to match existing
- Silver grey step units and pre-cast concrete textured slabs to building entrance
- Concrete sett paving to Castle Mews
- Concrete sett paving to parking spaces
- Reconstituted stone edge
- Street trees





6.06 PROPOSED TREE STRATEGY GROUND LEVEL

In order to secure successful tree establishment for the street trees it is proposed to utilise a tree cell system. This will be developed with the local highway department and subject to existing service below ground. The design strategy is to provide equally spaced trees aligned with the building's fenestration.



Fastigiate trees within narrow footway



Opportunity to use tree root cell system to maximise root growth

6.07 PROPOSED LANDSCAPE ROOF PLAN

The roofs to the means of escape structure and the cycle parking pavilion will have biodiverse green roofs to improve the nature conservation value of the site. An indicative species list is included and will be developed with the ecologist as the detail design progresses.



Xf118 Wildflower Indicative Species List

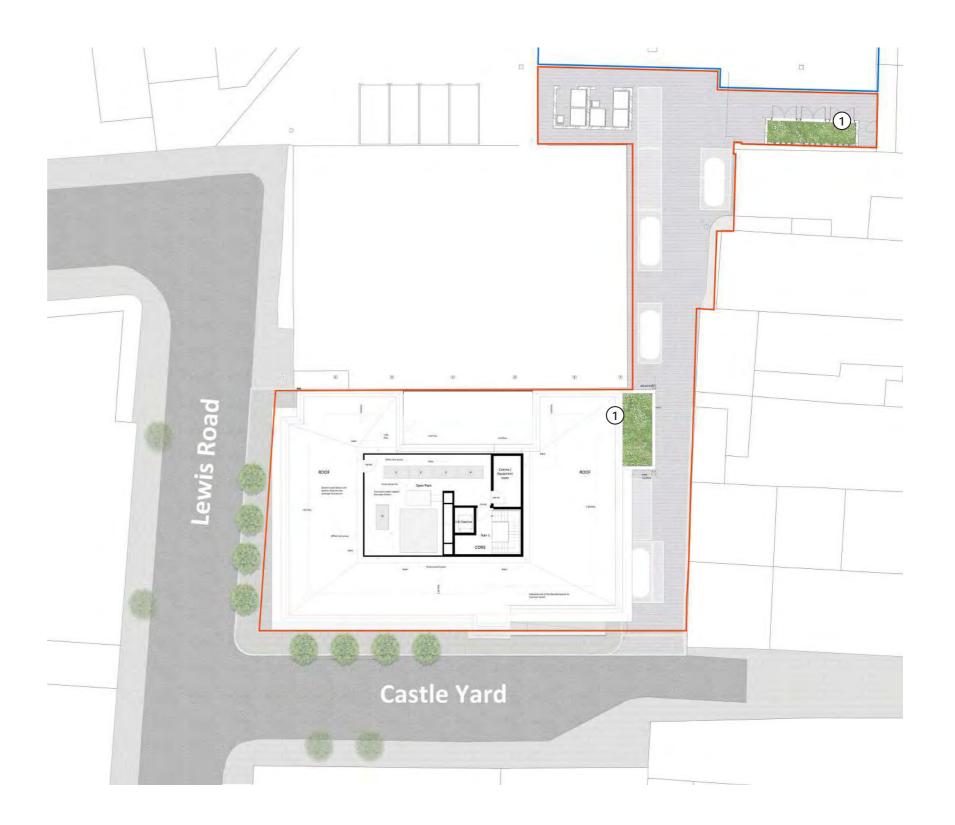
Indicative Species List

Achillea millefolium Armeria maritima Bellis perennis Campanula glomerata Campanula rotundifolia Centaurea cyanus Centaurium erythrea Dianthus deltoides Echium vulgare Galium verum Geum rivale Linaria vulgaris Lotus corniculatus Lychnis flos-cu-culi Papaver rhoes Pilosella aurantiaca

Prunella vulgaris Rhianthos minor Saponaria officianalis Scabiosa columbaria Sedum acre Silene uniflora Silene vulgaris Thymus polytricus







6.08 ECOLOGY

A full and comprehensive Ecological Report detailing the findings of an Ecology Survey for the Proposed Development, will be submitted as part of the Planning Application.





6.09 LIGHTING STRATEGY

The planning and design of any development requires a considerable amount of care and consideration being given to the appearance of the buildings and structures that make up the study area and the landscaped zones between them. Much of this planning and development focuses on the daytime appearance and character of the environment. Whilst the purpose of introducing lighting to the after-dark environment is largely functional there are many issues to be considered. The following objectives have been identified:

- Create a safe and special environment after dark, inside and out
- Respond to environmental issues
- Minimise light pollution

This section outlines the approach to the lighting of the application area. The Lighting Strategy is part of the proposals to enhance the communal spaces around the building and the entry in and around the site. This report goes on to assess the suitability of the lighting strategy in terms of ensuring that light pollution does not occur.

The general approach to the lighting of the application area is to provide a safe and pleasant environment for residents after dark. The scheme will aim to provide good quality LED lighting that is appropriate to both the scale and character of the area and its functions. The use of predominantly white light sources for the lighting of the car park and access routes, cycle routes and pedestrian paths will provide good colour rendering and recognition. This will be contrasted with the bold but appropriate use of coloured lighting to create interest and dynamism. The use of high quality optical systems will help to control light spill and minimise environmental impact. Particular attention will be paid to how lighting can assist with way-finding and support access for all, while providing warm and uniform lighting levels to all residential units.

The Approach

The principal aim is to enhance the environs, visually organise the space at night and improve the night time use of the areas both internally and externally. By definition, a Lighting Strategy is not the final lighting design. It is to provide a framework against which, forms of lighting can be addressed during development and will give guidance to consultants carrying out individual lighting schemes.

The Lighting Strategy provides a flexible framework against which the detailed lighting schemes can be developed. One of the most important facets of this will be to ensure that a 'legible' environment is created 'after dark' to enhance the use and enjoyment of the new residential buildings.

Light pollution will be controlled through reference to the ILE Guidance Notes on Light Pollution 2011 and the ILE Guidance Note for the Reduction of Obstructive Light GN01 20011. The development will be considered as an E3 Zone of district brightness.

Legibility

The lighting will aim to improve the legibility of the overall scheme and its individual spaces to assist with the overall understanding of the environment, way-finding and orientation. This approach will greatly ease the fear of crime and heighten the experience of the residents after dark. It will also help improve the overall image of the development.

Legibility will be improved by the careful lighting of the following:

- Entrances
- Car park area and entry/ exit
- Courtyard/Paths

Lighting Design Criteria

The lighting scheme to any areas should ensure it achieves the correct balance between the following lighting design criteria:

Image

The overall image of the scheme should be pleasing and enhance the experience of the development.

Safety

The lighting should be designed to ensure that areas where vehicles and pedestrians mix, changes of level and other hazards are clearly identified and well illuminated.

Security

The lighting should be designed to support measures to reduce crime i.e. CCTV and provide a perception of security. A lighting strategy has been designed in accordance with 'Design Against Crime' National Guidelines.

Sustainability

The lighting should minimise over-lighting and limit energy use, employ lighting control to all sources (time clocks, photocells, etc.) consider whole life costing and take a generally sustainable approach to the selection and specification of materials.

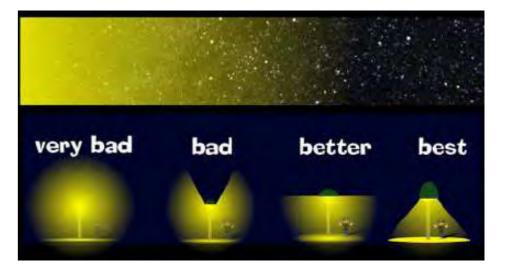
Enviromental Impact

Upward and side light spill contributing to light pollution shall be mitigated through the use of appropriate equipment and techniques.

Accessibility

Lighting should be carefully controlled to ensure that the needs of people with disabilities, including visual or aural impairments are fully considered.

For further information, please refer to ME Engineers Lighting & Utitily Statement as part of the Planning Submission.







CONCLUSION

7.01 CONCLUSION

The proposal has been carefully designed to create a sensitive scheme which enhances the Castle Yard site in Richmond Town Centre through a flexible new office space.

Key points of the proposals include:

- Delivering a sensitive design which reflects its setting in the Richmond Town Centre Area. There is an opportunity to refine the building to ensure it relates to its surrounding context.
- Enhancing the relationship with the surrounding streets by increasing the amount of public realm and refurbishing the façade will help enhance the appearance of this key part of Richmond Town Centre.
- Addressing existing layout issues and reconfiguring the floorplans to provide modern commercial space whilst utilising and retaining the existing building structure, provides high quality space for a sustainable future.
- Delivering high quality, contemporary workspace, there is an opportunity to attract well known businesses and employers to Richmond Town Centre and increase the number of jobs supported by the site.
- Creating a sustainable building for the foreseeable future, in contrast to the existing building which is not sustainable and is inefficient to run largely due to poor insulation, outdated heating and air conditioning systems. We are proposing a range of improvements to make the building more environmentally friendly and energy efficient.





