

**Replace Roof Covering at
Long Sutton Library
Trafalgar Square
Long Sutton
PE12 9HD**

Kier Business Services Ltd
2nd Floor, County Offices
Newland
Lincoln, LN1 1YL
Tel: 01522 555555 (Option 3)
Web: www.kier.co.uk

Date: July 2021

Design and Access Statement

1.0 The Site

- 1.1 Long Sutton Library is owned by the Lincolnshire County Council (LCC) and was formerly a magistrate's court. The building was extensively refurbished and converted into a new library in 2005. The building also houses Long Sutton Register Office incorporating a civil ceremony room. To the front of the building is a car park, with a vehicle entrance from Swapcoat Lane and an exit onto Bull Lane.
- 1.2 The library building is a brick built single storey property with a permanent floor area of 346m². The two main sections of the roof, as shown on drawing 33077/104-DBS-01-GF-DR-B-1103, are a very shallow pitched metal roof in plastisol coated 'Speedeck' steel sheet as existing. The walls of the double-height central section of the building are tile hung in slate. To the rear, an extension comprising staffroom and boiler house is flat roofed, with a bituminous felt roof covering as existing. The roof of the front porch is covered in rolled copper sheet.



Plate 1: Long Sutton Library viewed from Swapcoat Lane.

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- 1.3 Due to the construction method of the main roof, the library will need to be closed for the duration of reroofing works. In order to provide continuity of service to the public, library services are to be provided instead from a temporary cabin which will be positioned on the car park as shown on drawing 33077/104-DBS-01-GF-DR-B-1102. Library services will operate the same opening hours from the cabin as the existing building. The Register Office annex will remain open, although the civil ceremony room will also be closed for the duration of works.
- 1.4 Preliminary planning advice has been sought from the LCC Development Management Team based at Lancaster House in Lincoln. The advice, dated 5th April 2019, confirms that the library property is located within the Long Sutton Conservation Area and that an application is required under Regulation 3 of the Town and Country Planning General Regulations 1992. An assessment of what impact the new roof may have upon the conservation area is requested but the advice does not indicate that there are any buildings listed for preservation, or any TPOs, within the site.
- 1.5 The property is located within Flood Zone 3 as defined by the Environment Agency. Preliminary planning advice has confirmed that a Flood Risk Assessment (FRA) is required to support the introduction of the mobile cabin from which to provide temporary library services whilst the roof is being replaced. The FRA has been prepared by local engineers, Messrs Siddle Grimley Hage, and concludes that such development is appropriate for the level of flood risk. A copy of the FRA accompanies this application.



Plate 2: *Steel Sheet Roof Covering as Existing (ROOF AREA 1 on plan)*

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2.0 Use

- 2.1 The existing building is used to deliver library services to the general public along with the registration of births, marriages and deaths. No change of use is proposed.

3.0 Amount

- 3.1 No increase is proposed to the permanent floor area of the library premises. Consent is being sought to install a new low-pitched roof covering onto the existing roofed areas of the building, totalling 346m², as shown on drawing 33077/104-DBS-01-GF-DR-B-1104.
- 3.2 The siting of a temporary cabin is proposed from which to deliver library services for the duration of the roofing contract. The gross external floor area of the proposed temporary cabin is 84m². The cabin will be removed from the site upon completion of the works and reopening of the main library.

4.0 Layout

- 4.1 The proposed low-pitched roof is to comprise a pressed steel sheet interlocking tile system, supported on a lightweight steel structural frame. An independent structural engineer has confirmed that the light weight of the components within the chosen systems permits fixing onto existing concrete beams without any reinforcement works to the existing building structure.
- 4.2 The chosen system, comprising bespoke ridge-to-eaves sheets with side laps only, is guaranteed down to a very low pitch of 5°. Laying out the main library roof using the guaranteed minimum pitch, with hips at each corner, will result in an increase in roof height at the ridge of 250mm. The proposed roofing system is low maintenance and guaranteed for a design service life of 40 years.
- 4.3 The existing flat roof at the rear of the property is also to be over roofed to match the main roofs. Ponding after rain showers is becoming frequent on the existing built-up felt surface, and the felt covering is deteriorating. A pitched roof will divert all rainwater externally of the building envelope into a new gutter mounted on the fascia.
- 4.4 There are 4nr skylights as existing within Roof Area 2 on the double height section of the building. These are to be removed completely and boarded over internally when the proposed roof is installed.

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- 4.5 A plan of the layout for the temporary cabin is provided on drawing 33077/104-DBS-01-GF-DR-B-1105. The temporary facility comprises a lobby, a store and the main library room. The internal floor level of the cabin is approx. 450mm above ground level. Steps and a ramp are provided for access at the front entrance and a ramp is provided at the fire exit.

5.0 Scale

- 5.1 The overall dimensions of the building including replacement roof as proposed are as follows;
Overall length – 26.94m.
Overall width – 18.37m
Overall height – 6.20m (to the proposed ridge on ROOF AREA 2)
- 5.2 The proposed roof is approx. 250mm higher than the existing roof. The increase is required to install the new roof within the manufacturer's minimum stated pitch of 5 degrees. The additional height represents a small increase from existing compared to the overall size of the building. The proposed roof has been deliberately kept as low as possible to retain a low profile within the surrounding conservation area.

6.0 Landscaping

- 6.1 Nothing within the proposed roof replacement works involves any changes to the landscaping at the site.
- 6.2 The installation of the temporary cabin requires the pruning of selected trees along the boundary between the library car park and the highway. This is to facilitate the access/ egress for the crane and to enable the cabin to be lifted into place on the car park. In order to preserve the appearance of the conservation area a local arboriculturalist has been engaged by the applicant to provide proposals for conducting the pruning work in a way which will not adversely affect the trees. The applicant has contacted the South Holland District Council (SHDC) Tree Conservation Officer, Diane Fairchild Fenton, and will provide details of the proposals for her comment before submitting a six-week advanced notice of tree works within a conservation area to SHDC.

7.0 Appearance

- 7.1 The proposed steel sheet interlocking tile system, from manufacturer Britmet Lightweight Roofing Ltd of Banbury, mimics the appearance of more traditional roof coverings. The form or profile of the pressed steel sheets together with their granular coating closely resembles concrete roof tile

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systems which are apparent on many of the residential properties surrounding the site. The proposed colour will be terracotta/ pantile. The system has been selected to move away from the existing 'warehouse' style roof covering and improve the appearance of the library building within the conservation area.

- 7.2 Fascias, gutters, and downpipes are all to be replaced in powder coated pressed steel, for longevity and vandal resistance. These will be carried out in black as existing.
- 7.3 The library cabin although only a temporary fixture will be kept neutral with light grey walls. Ramps will be carried out in steel for vandal resistance. Handrails will need to be a contrasting colour, e.g. black or dark blue.

8.0 Vehicular and Transport Links

- 8.1 Nothing contained within the proposals affects existing transport links to the site. Vehicular access into the site itself, along with on-site parking facilities, will be suspended for the duration of the works. Upon completion of the works, the temporary cabin will be removed, and the vehicle accesses and parking area will be reinstated.

9.0 Inclusive Access

- 9.1 The proposal to replace the roof at Long Sutton Library will not affect the accessibility of the existing library or Register Service.
- 9.2 The library cabin will be installed with ramps/ steps to comply with BS 8300-1:2018 'Design of an accessible and inclusive built environment' Part 1: External environment, to ensure that all visitors to the building can gain access into the temporary library. The main entrance door and internal lobby door will also be automated to assist wheelchair users, parents with buggies, etc. Internally, one large library room will be open to the public and will be fitted with an accessible booking out counter and staff counter to maintain continuity of service. The rear fire exit door will also be fitted with a ramp to allow independent escape by occupants in an emergency.