

THE PAUL MELLON CENTRE
15&16 BEDFORD SQUARE

Planning Supporting Document
Heritage, Design & Access
August 2014

WRIGHT & WRIGHT ARCHITECTS



CONTENTS

1.0	Introduction	2
2.0	Brief	4
3.0	Heritage Statement	6
4.0	Access Statement	14
5.0	Internal Alterations	16
6.0	External Alterations	23
7.0	Photographic Survey	25
8.0	Environmental Statement	31
9.0	Services Strategy	32
10.0	Structural Commentary	
	APPENDIX 1	34

1.0 INTRODUCTION

1.1 Overview

The Paul Mellon Centre for Studies in British Art, was founded in 1970. It is located in Grade I Listed building at no.16 Bedford Square. The building houses the centre's library, archives, public study room, teaching facilities and staff offices. The centre has grown in recent years and needs to expand into the neighbouring building, no. 15 Bedford Square. To achieve this, it is necessary to introduce lateral connections in the party wall on various floors.

A primary reason for expansion is to provide adequate accommodation for the centre's archives. Existing conditions at no. 16 are inadequate, with archives stored piecemeal over the building's five floors. This presents problems in terms of access and conservation. Expansion into no.15 means that the lower ground floor rooms become the central archives; giving librarians, archivists and members easier access and all on one floor.

The proposed conversion of the mews garage at the rear of no. 16, 18a Gower Mews, will improve the centre's ability to expand the Library collection.

The Centre's events programme has grown significantly, too, and expansion into no. 15 will provide permanent rooms for conferences and research seminars on the ground and first floor. This includes a new reception, study room, two seminar rooms, a reception room and a catering kitchen.

The second floor expansion contains administration offices: the Deputy Director's Room and accommodation for the finance team.

The third floor introduces teaching space, a fellows room, common room and additional office space.

1.2 Consultants

This document has been prepared Wright & Wright Architects and the following consultants:

- Aecom - Quantity Surveyor and Project Manager
- Max Fordham - Environmental Services
- Menzies Partners - Fire Safety and Building Regulation Consultants
- Alan Baxter & Associates- Structural Engineer

1.3 Surveys

The drawings in this report are based on a measured survey prepared by Greenhatch in 2014.

Research into previous alterations has been made with reference to the London Borough of Camden Planning Department's drawing archive. This is set-out in the report.

1.4 Works to 15 Bedford Square

Bedford Estates are currently refurbishing No. 15 Bedford Square with works due to complete in October 2014.

Planning References:

2013 / 8303L

2014 / 3038L

Scope includes:

Internal and external alterations, including addition of internal doors, new services, repositioning of plant, new rainwater goods and redecoration.

Paul Mellon Centre Proposed Works Summary:

- Internal alterations including lateral connections to no. 15.
- External alterations to the rear elevation at basement level.

1.5 Use Class

The building is Class **D1**

1.6 Access

As the centre is expanding it is able to offer more public functions, improvements to the ground floor will mean that a wheelchair users can access most of the public facilities from this level. A management policy has been developed for the steps to the front entrance. An Access Statement is included in this report.

1.7 Pre-Planning Advice

A preliminary tour was held at feasibility stage with, Senior Conservation Planner, Antonia Powell to discuss options and strategies.

A Pre-Application meeting request was submitted to the London Borough of Camden in July 2014 (Case: 2014/4712). Antonia Powell attended the tour of nos. 15 and 16 Bedford Square on the 6th of August 2014. Minutes from this meeting are contained in Appendix 1.

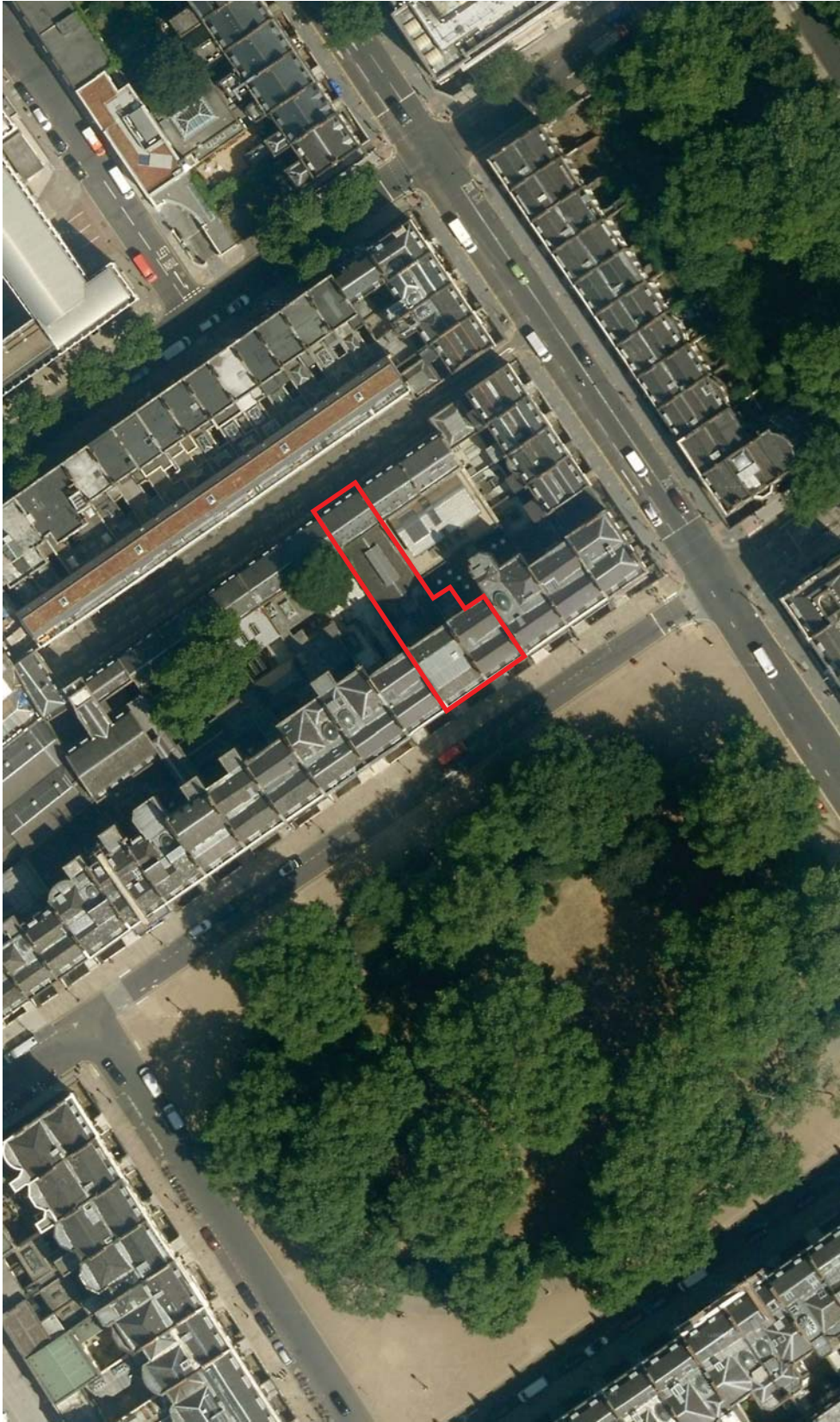
The following principal changes were made following the pre-application advice:

- Removal of the proposed ground floor internal reception window.
- Incorporation of the ground floor lateral connection into the existing riser cupboard.
- The first floor lateral connection to be a concealed jib door.
- Internal partition alterations at third floor level reduced.

1.1 LOCATION PLAN & BLOCK PLAN



1.2 AERIAL PHOTOGRAPH



2.0 BRIEF: SUMMARY OF KEY SPACES

2.1 Basement

The library is a high quality space, located at the rear of the building between the main terrace of Bedford Square and the Mews. The space has been recently refurbished to a high quality and no changes are proposed, except for the removal of the existing stage.

The expansion into no.15 permits a more extensive and better controlled series of archive spaces. The diagram to the right shows that there are two routes through this space: a private route for the library and archive staff to access the more controlled areas of the archive; and a more public route that connects to the two staircases and into the library.

The mews garages are currently used for ancillary storage; it is proposed to introduce an improved fire escape and to connect the two garages internally to increase the storage capacity. A light touch decoration is proposed; with no external alterations

The current furniture will be stripped from these rooms and an internal waterproof render system will be used as a protective line. Finishes will be updated throughout. In the main archive spaces the floor will be broken out and a new slab laid that will be capable of taking the increased floor loading.

2.2 Ground Floor

The main public rooms are located at this level. The reception desk will remain in the rear room and the front room will take on a flexible use as a waiting area and reception room that will house exhibits from the collection. The front room can also be used as a study space for those less able to access the basement library. Materials from the library and archives will be brought to this space on request.

A lateral connection will link the front room through to no.15. It will be set within the existing riser cupboard, and therefore does not alter the

existing proportions and character of the room.

Within the footprint of No.15 the rooms are to be used for a seminar room and a staff room, which is to be moved up from its current location in the basement. The staff room will have a tea and coffee point. Adjacent to the staff room, and in the rear extension, the current WCs will be replaced with a kitchen that is capable of providing catering facilities for seminars and events.

2.3 First Floor

The rooms in no. 15 will be furnished and finished for use as two teaching spaces; the larger one to the front will be for lectures, and the smaller one to the rear will be used for receptions.

Within no. 16 the Director’s Office will remain and the rear office converted into a meeting room. A lateral connection is proposed in this room connecting to a seminar room and teaching spaces in no. 15. As with the ground floor, this would be in the location of the existing riser cupboard behind a jib door.

2.4 Second Floor

There are no changes planned to this floor, within no. 16: this will be re-decorated only and used as office space.

Within no.15 it is proposed to reinstate a partition to subdivide the large front office.

2.5 Third Floor

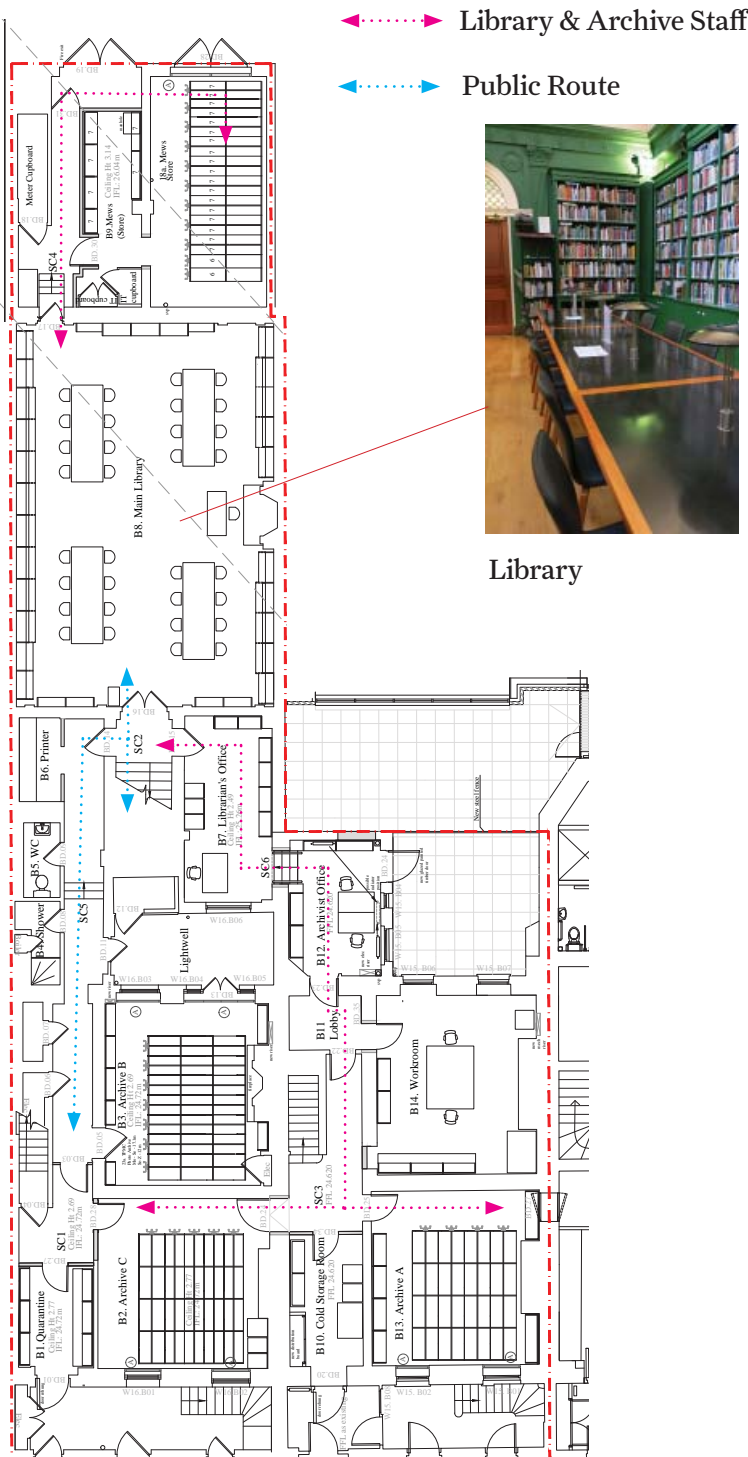
On the third floor it is proposed to make a lateral connection through the cupboard in no. 16 to connect into the corridor in no. 15. This entails the removal and reconfiguration of some internal partitions and minor modifications to the staircase. This floor will be used as a common room and teaching space for the visiting students and professors. Two office spaces will be refurbished.

2.6 External

There are minor alterations to the rear of no. 15 at basement level to relocate a door and to infill a window. This will be done in a style and with materials to match the existing.

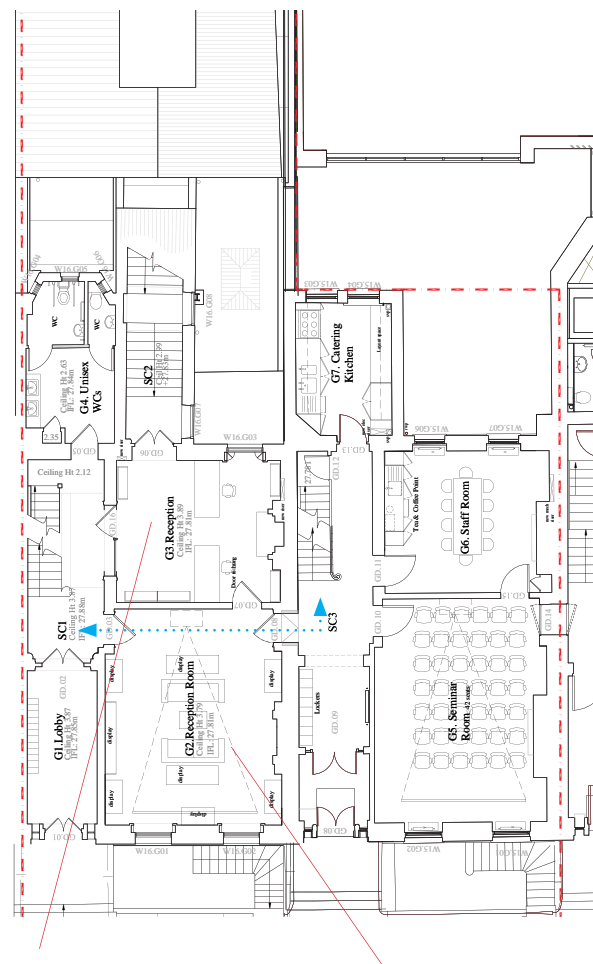
Within no. 15, facing Bedford Square it is proposed to replace one window with a two-over-two sash window to match the existing elevation.

BF PLAN PROPOSED



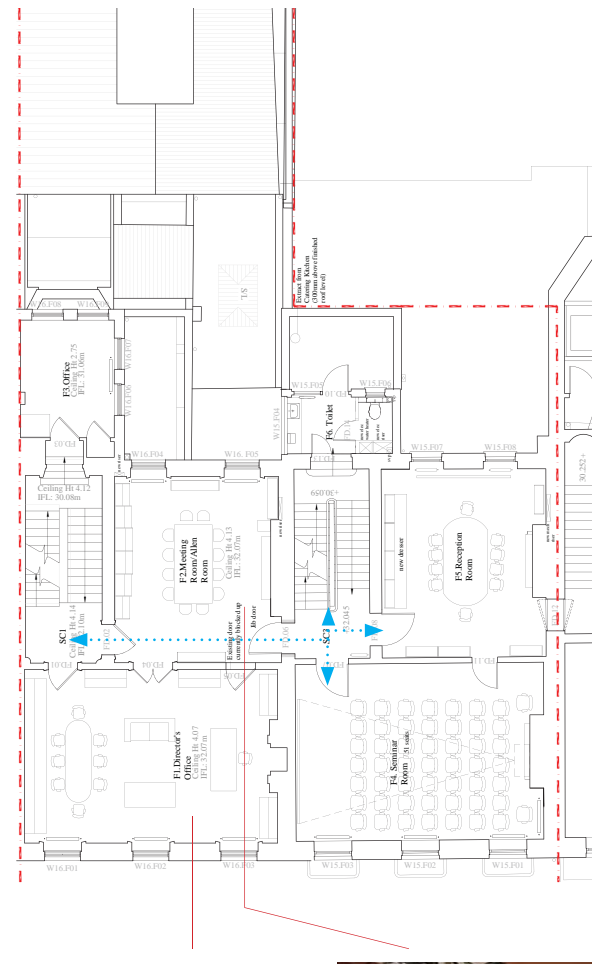
GF PLAN PROPOSED

New Connection between
nos 15 & 16



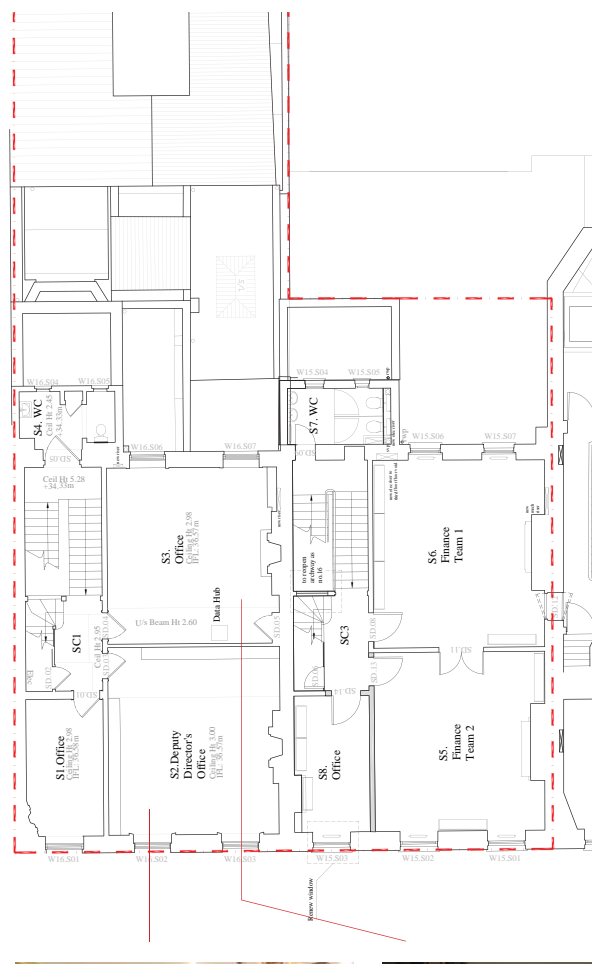
FF PLAN PROPOSED

New Connection between
nos 15 & 16



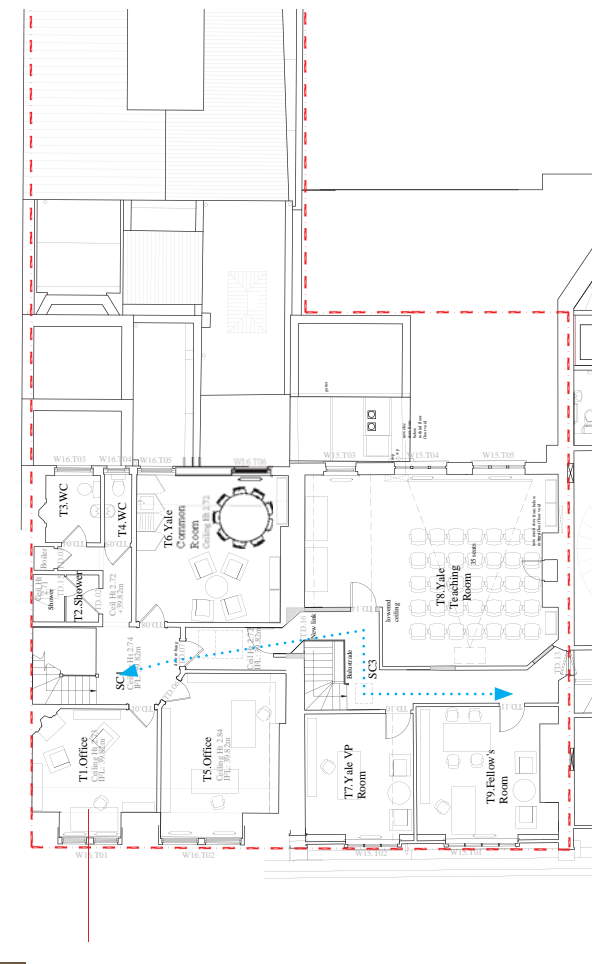
2F PLAN PROPOSED

No connections required at this floor



3F PLAN PROPOSED

New Connection between
nos 15 & 16



Main Stair



Reception



Director's Office



Rear Room



Front Office



Rear Office



Typical Front Office

3.0 HERITAGE STATEMENT

3.1 Introduction

16 and 15 Bedford Square have both recently been renovated. The buildings currently maintain most of their original features and character.

Our principal proposals are lateral connections between the two buildings, thus allowing the Paul Mellon Centre to expand. The details of the lateral connections have been considered carefully in order to minimise the impact on the building’s original character - for instance, the introduction of a jib style door at first floor level provides a practical connection and route from 15 and 16, while still maintaining the original character of the room.

3.1 Significance

List Entry Number: 1244546

Grade: I
Date first listed: 24-Oct-1951
Date of most recent amendment: 11-Jan-1999

The English Heritage List Entry defines the importance of Nos.15&16 as being within the context of the north east side of Bedford Square (Nos. 12-27 and the associated railings).

3.2 Listing Extract:
The following extract from the Listing Description gives an overview of the terrace as a whole.

The relevant references that directly relate to nos. 15&16 have been extracted and are included here for ease of reference:

Overview
Symmetrical terrace of 16 houses forming the north side of a square. 1776-1781. Mostly built by W Scott and R Grews; probably designed by either Thomas Leverton or Robert Palmer; for the Bedford Estate.
- Yellow stock brick with evidence on most of the houses of tuck pointing. Plain stucco band at 1st floor level.
- The 2 centre houses, Nos 18 & 19, are stuccoed.
- Slate mansard roofs with dormers and tall slab chimney-stacks.

Exterior
- 3 storeys, attics and basements. 3 windows each. Recessed round-arched entrances with Coade stone vermiculated intermittent voussoirs and bands; mask keystones.
- Enriched impost bands and cornice-heads to doors.
- Side lights to panelled doors, some 2-leaf.
- Fanlights, mostly radial patterned.
- Gauged brick flat arches to recessed sashes, most with glazing bars.
- The following have blind boxes: Nos 16-19, No.20 to 1st floor only, Nos 21 and 25.

- The following have cast-iron balconies to 1st floor windows: Nos 12-15, 18-21,23-25.
- No.12 has a good early C19 cast-iron balcony with round-arched trellis and tented canopy. - Cornice and parapets, Nos 12 & 27 have balustraded parapets.

Interiors not inspected but noted to contain original stone stairs with cast and wrought-iron balusters of various scroll designs, decoration and features; special features as mentioned:

Subsidiary Features attached cast-iron railings to areas with urn or torch-flambe finials. No.17 with a wrought-iron lamp bracket and snuffer. Most houses with good wrought-iron foot scrapers.

Historical Notes
- The houses in Bedford Square form a most important and complete example of C18 town planning. Built as a speculation, it is not clear who designed all the houses.
- Leverton was a country house architect and may have been involved with only the grander houses; he lived at No.13.
- Palmer was the Bedford Estate surveyor and may be responsible for the vagaries of the square.
- The majority of the plots leased by the estate were taken by Robert Grews, a carpenter, and William Scott, a brickmaker. No.22 was the residence of Sir J Forbes Robertson, actor (plaque). (Byrne A: Bedford Square, An architectural study: London: -1990).”

3.3 Historic Maps
The historic maps on the opposite page show the development of Bedford Square, with the boundary of application site highlighted.

1799 - A distinct terrace and mews.

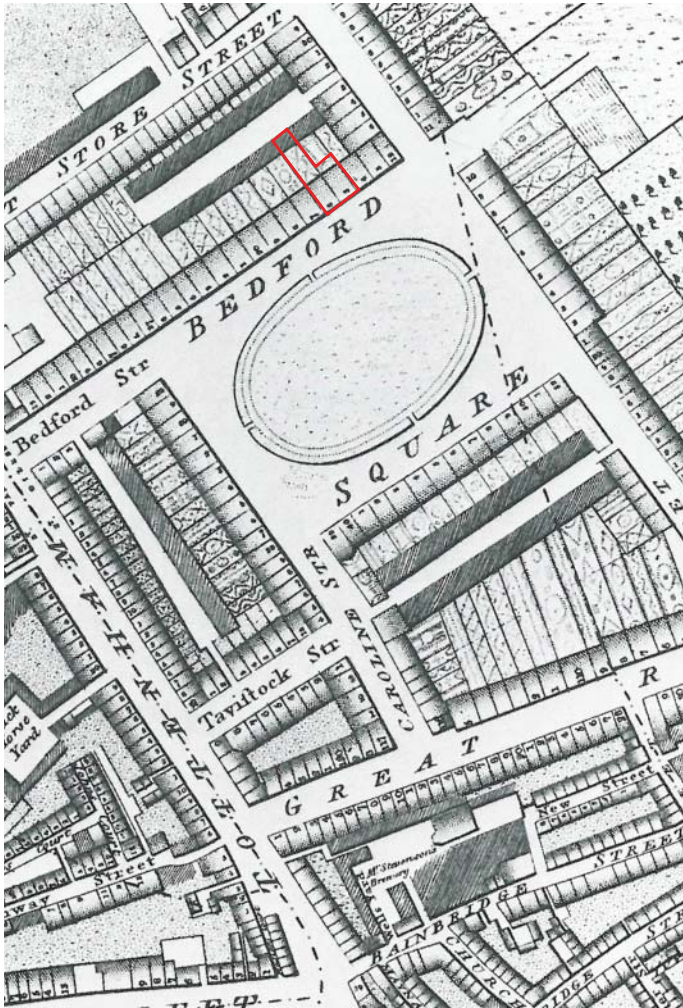
1874 - Evidence of extensions to the rear of the terrace.

1968 - shows evidence of infill to the rear of the terrace at nos. 16 and 15.

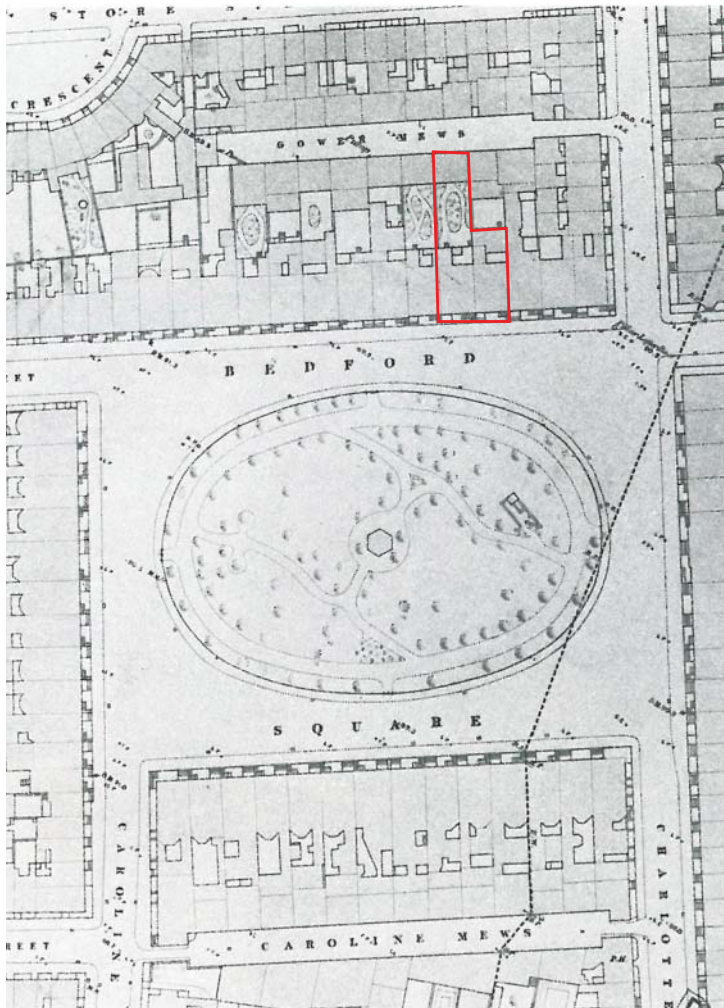
- The current library at the rear of no. 16 is believed to have been a private cinema introduced in the 1920s. It was converted to a library in 1996.

Despite the rear additions to the properties, the elevations and overall form is consistent with the original.

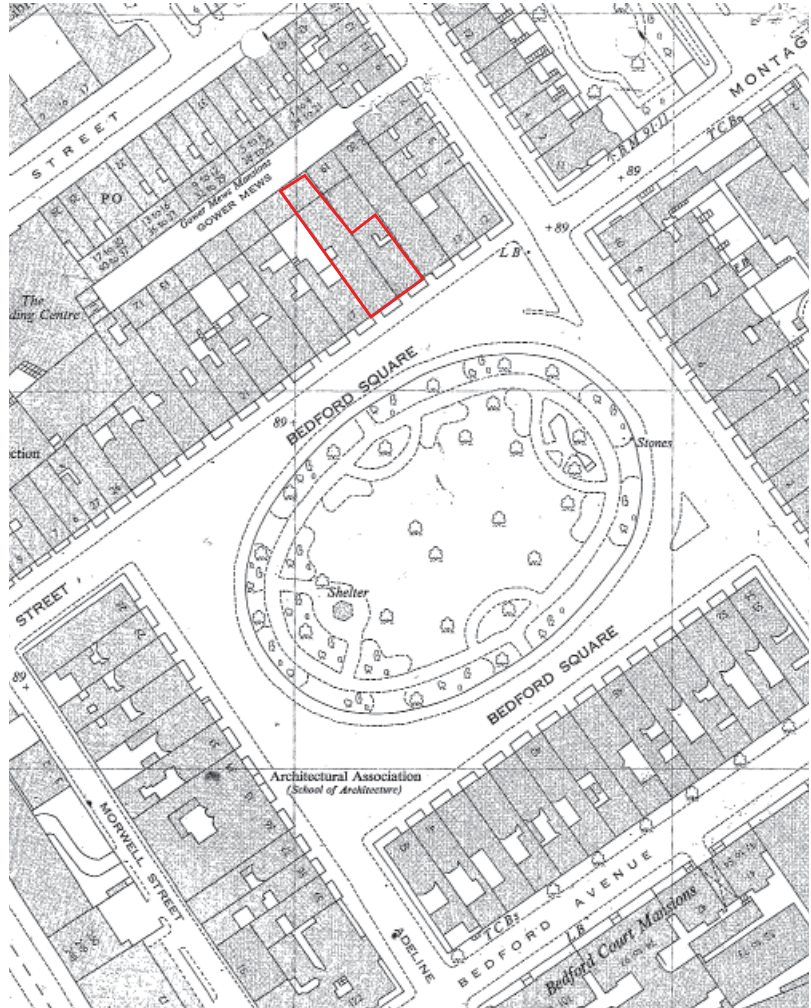
HISTORIC MAPS OF BEDFORD SQUARE



1799



1874



1968

3.0 HERITAGE STATEMENT (CONT'D)

3.4 Timeline

- **1775** - Construction of Bedford Square begins. All of the houses are built by individual builders, each of whom had an individual contract with Bedford Estate.
 - **1782** - John Utterton, a plasterer, signed No. 16’s original 99 year lease.
 - **1784** - Utterton sold the lease to Joseph Shrimpton.
 - 1785** - Shrimpton then sold the lease to Thomas Wildman, a solicitor, who then lived at No. 16 for 10 years.
 - *1960s* - No. 16’s original fanlight replaced with modern alternative.
 - **1996** - Paul Mellon Centre moved into No. 16 in June. The property was refurbished by Bedford Estates over a 6 month period without any major structural work needed.
- Summary of Scope of work as follows:*
- Emulsion paint was removed from the cornice moulding on the ground and first floors.
 - The chimney pieces were also restored and replaced.
 - New detailed fanlights were commissioned at the main entrance door and the doorway between the lobby and the principal stairs.
 - The library was established with new wooden floors and bookcases from Thistle Joinery. It was suspected that the room, introduced in the 1920s, was originally intended to function as a private cinema.
 - A new colour scheme was applied throughout

the building, using paint colours from c1780 - 1810. Chocolate brown, a Somerset House reference, was applied to the skirtings and pine doors. The first floor rooms had more expensive paints than the other floors. The paint system was vinyl based and Patrick Baty was responsible for approximating the system to the original Georgian paints. The only exception is the blue balustrades, where Baty followed an original Georgian paint recipe.

3.5 Recent Previous Planning and Listed Building Consent Applications

16 Bedford Square:

- **1977 / HB1757**
Partitions in basement and second floor.
- **1986 / 8670262**
Works of alteration involving removal of recent partition wall and reconstruction of former wall on ground floor, the creation of a new lobby on the second floor, and the removal of recent partitions on the first, second and third floors and in the basement.
- **1995 / 9500211**
External alterations to the rear extension.
- **1995 / 9570032**
Internal alterations and external alterations including the demolition of part of the rear extension and installation of replacement windows and rebuilding of remaining rear extension.
- **1996/L9600047**
Approval of details of joinery for all new windows and brick sample for rear extension and one fanlight.

15 Bedford Square:

- **2001 / PSX 01014645**
Demolition of existing two storey buildings to rear of 13, 14, and 15 Bedford Square, erection of 3 storey extension to rear of 13, 14, 15 Bedford Square. Erection of Mansard roof extension to 20 Gower Mews and associated internal and external alterations.
- **2013 / 8303L**
- **2014 / 3038L**
Internal and external alterations, including addition of internal doors, new services, repositioning of plant, new rain outlet & overflow pipe to gutter, suspended ceiling at basement floor level, and new door entry system to No.15.

3.4 Mapping of changes

The coloured plans on the following pages show the changes that can be deduced from the recent planning application drawings.

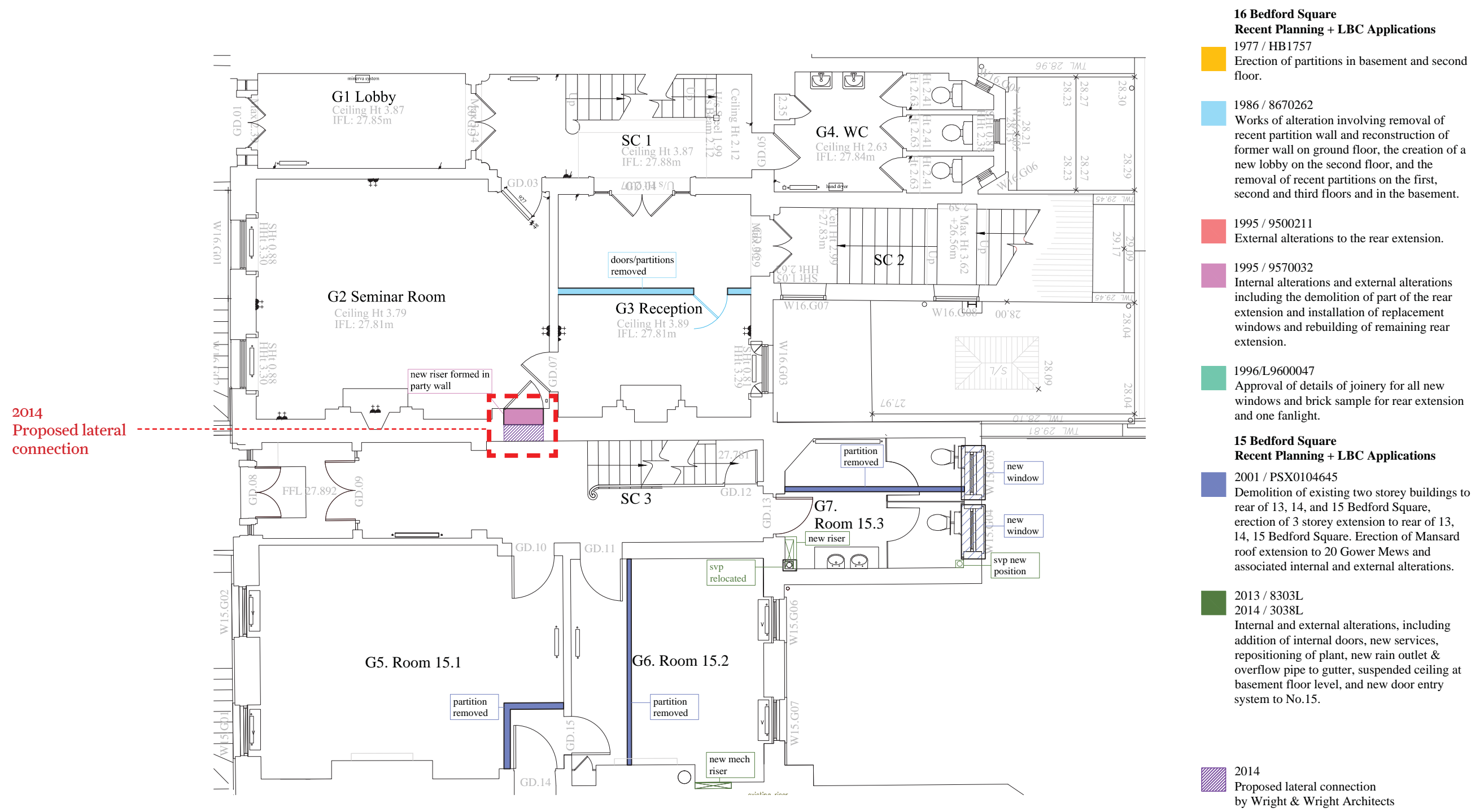
- **Recent Changes**
The changes are predominantly internal alternations to partition layouts and numerous changes to the rear extensions. There is very little change to the principal rooms and circulation spaces.
- **Proposals**
The current proposals follow a similar pattern: a number of minor changes to the rear extensions and internal partition layouts. The new lateral connections have been taken at points that have been deemed the least harmful to the layout and character of the rooms.

The new risers for services that are required in No. 16 will follow the same strategy that has been developed and agreed for No.15 already.

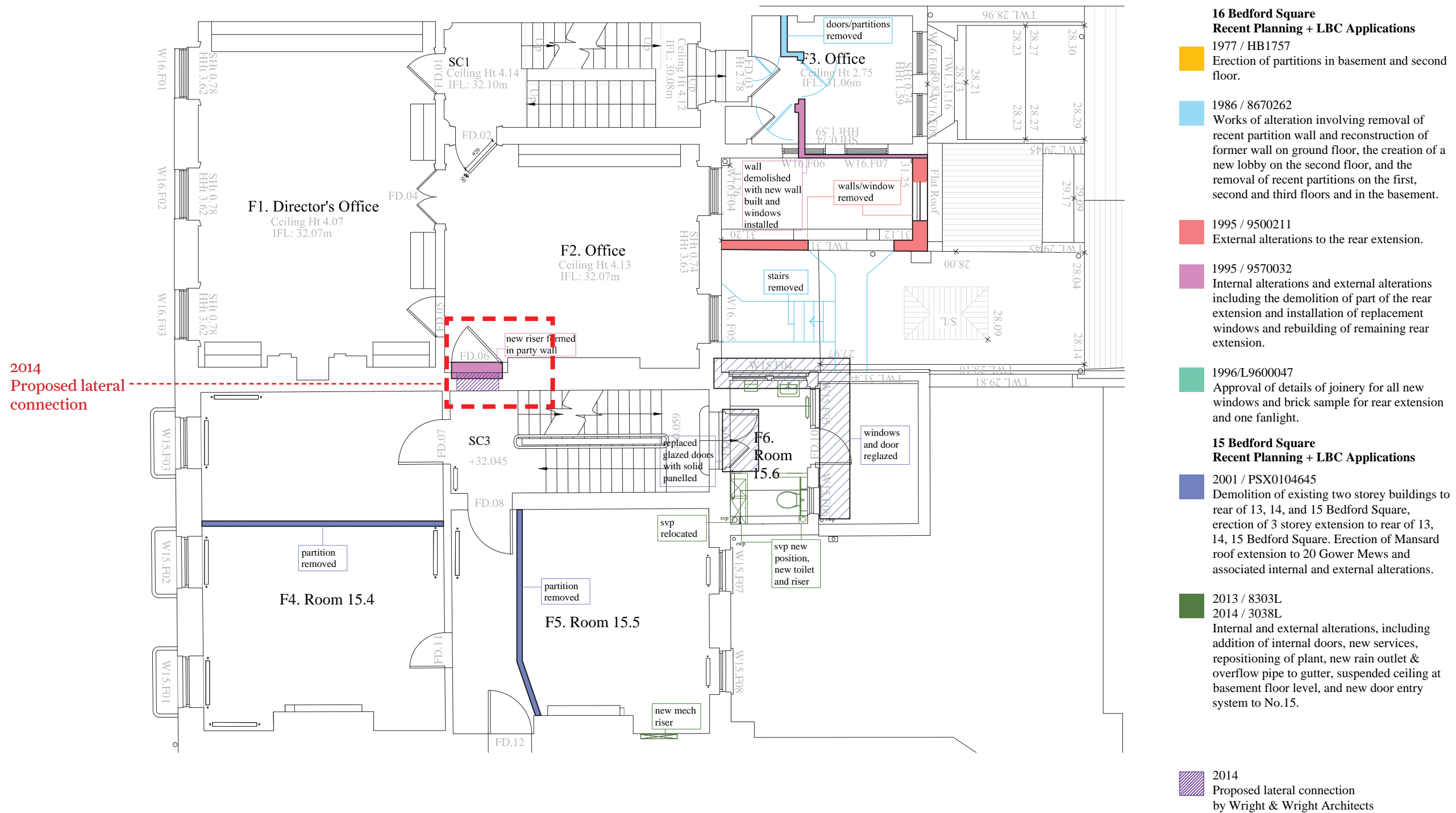
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2014
Proposed lateral connection
by Wright & Wright Architects

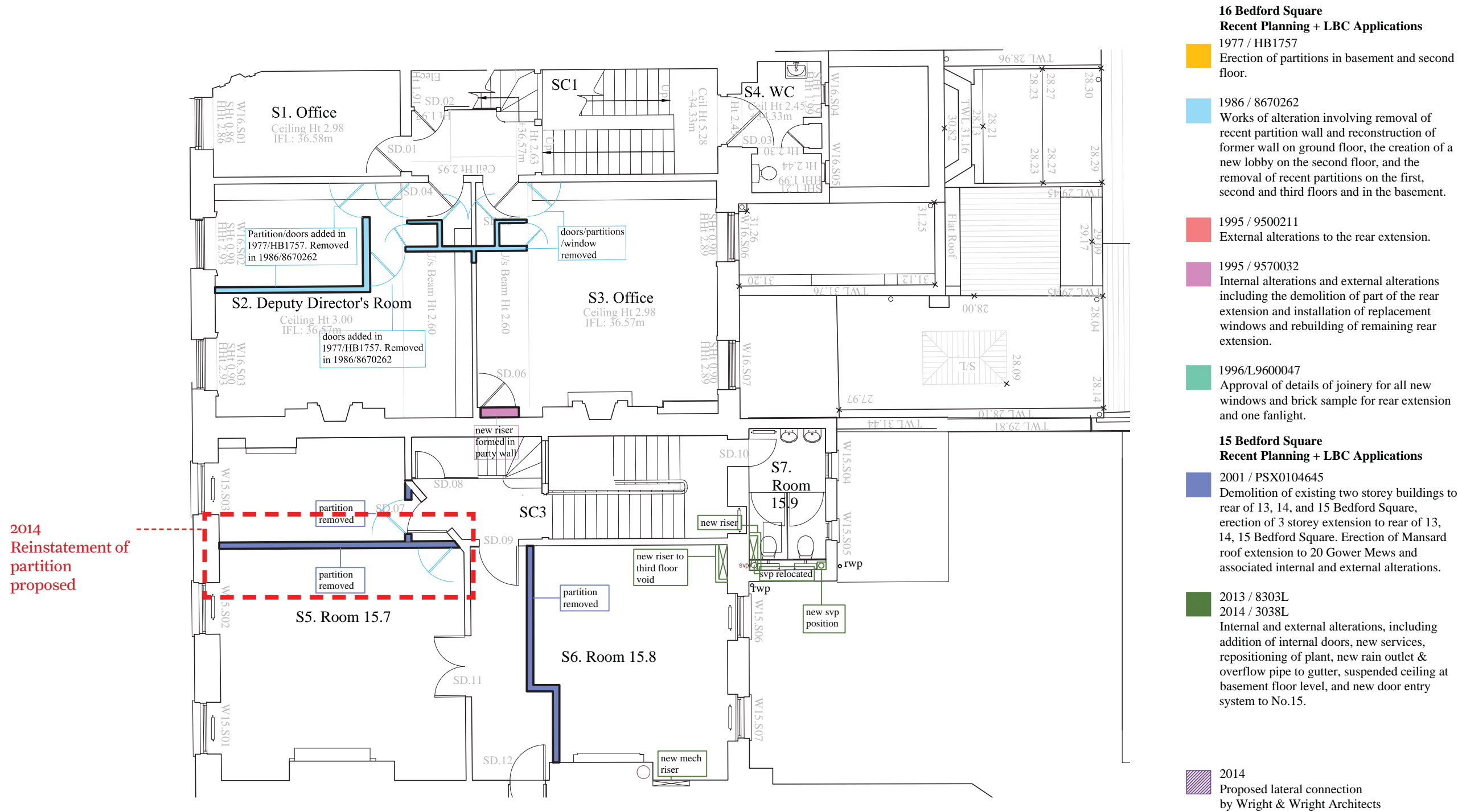
HISTORY OF CHANGES: GROUND FLOOR



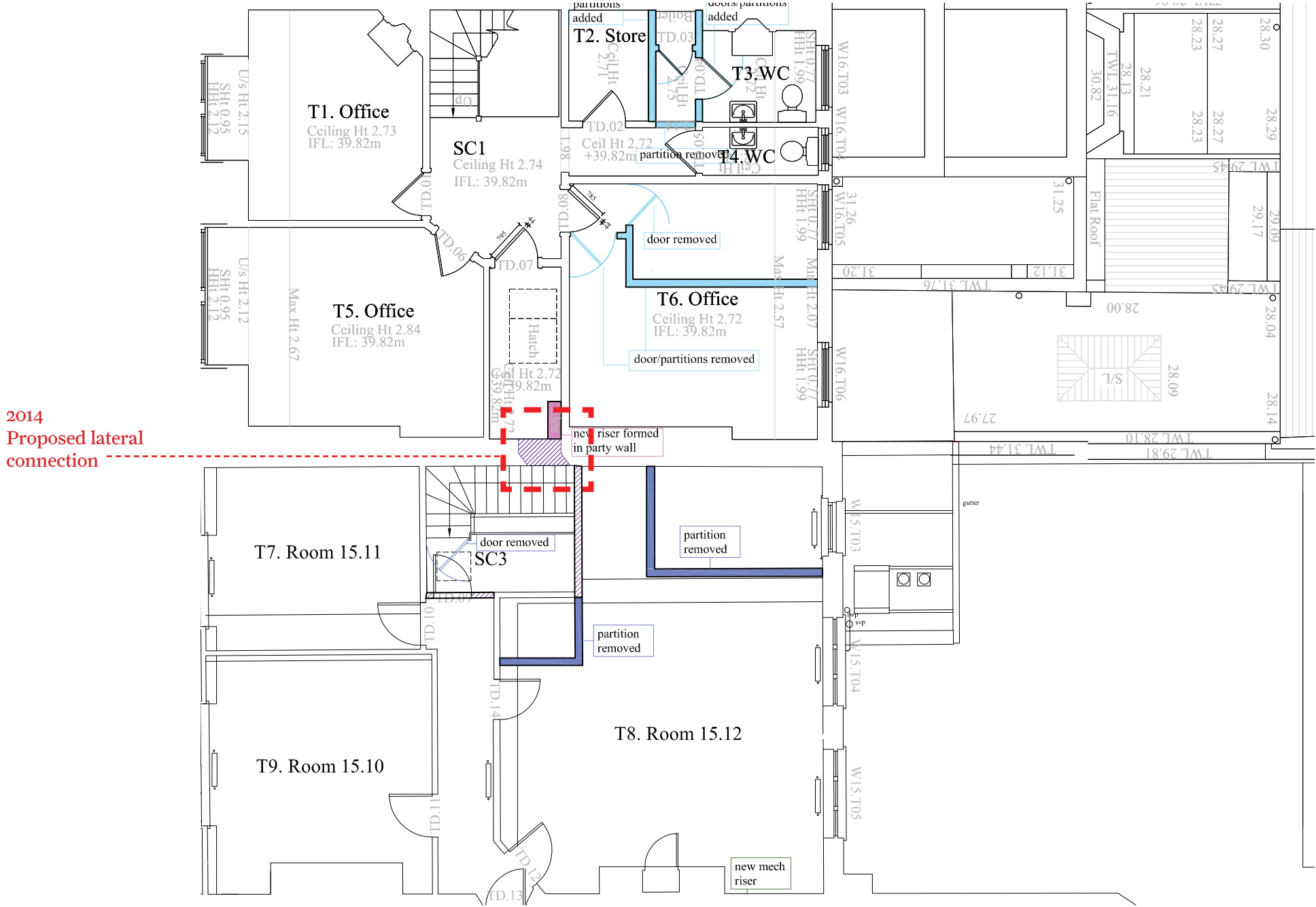
HISTORY OF CHANGES: FIRST FLOOR



HISTORY OF CHANGES: SECOND FLOOR



HISTORY OF CHANGES: THIRD FLOOR



2014
Proposed lateral
connection

16 Bedford Square
Recent Planning + LBC Applications

- 1977 / HB1757
Erection of partitions in basement and second floor.
- 1986 / 8670262
Works of alteration involving removal of recent partition wall and reconstruction of former wall on ground floor, the creation of a new lobby on the second floor, and the removal of recent partitions on the first, second and third floors and in the basement.
- 1995 / 9500211
External alterations to the rear extension.
- 1995 / 9570032
Internal alterations and external alterations including the demolition of part of the rear extension and installation of replacement windows and rebuilding of remaining rear extension.
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Approval of details of joinery for all new windows and brick sample for rear extension and one fanlight.

15 Bedford Square
Recent Planning + LBC Applications

- 2001 / PSX0104645
Demolition of existing two storey buildings to rear of 13, 14, and 15 Bedford Square, erection of 3 storey extension to rear of 13, 14, 15 Bedford Square. Erection of Mansard roof extension to 20 Gower Mews and associated internal and external alterations.
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Internal and external alterations, including addition of internal doors, new services, repositioning of plant, new rain outlet & overflow pipe to gutter, suspended ceiling at basement floor level, and new door entry system to No.15.

2014
Proposed lateral connection
by Wright & Wright Architects

4.0 ACCESS STATEMENT

The strategy for access has been developed with Menzies Partners.

Approach

During the development of the design, careful consideration has been given to access; with acknowledgement of the constraints of working with the listed fabric of the building.

The Building Regulations Part Approved Document M recognizes the need to conserve the special characteristics of historic buildings stating that the aim should be to improve accessibility where practically possible provided the work does not prejudice the character of the historic building; to achieve an appropriate balance. Both buildings are listed as being of historic interest – Grade 1.

Strategy

Overview

It is intended to adopt the recommendations of Approved Document M where possible but there are a number of basic constraints.

Access to the main entrance: Bedford Square is one of the best preserved Georgian squares in London. No building currently has a ramp up to the main entrance. There are four steps up to the entrance to No.15. It is unlikely that a permanent ramp would gain listed building consent.

There is no room within the stair enclosure to accommodate a lift of a size adequate for a wheelchair.

It is proposed to reinstate and preserve the original architecture of the main rooms. The installation of a lift would not be in keeping.

Public Access to the Library and Archive

The archive and library collections have limited public interest – it is a specialist collection. Persons wishing to view material make an appointment to visit. The collection comprises

books, reference documents, photographs and catalogues. Staff will take requested items to a reading area in the ground floor reception room.

Affiliated members of the Centre will be aware of the restricted access. Full details can be made available when membership application is made.

Layout

The layout proposed provides the main public facilities on the ground level; some library material in the basement is accessible to the public.

- Ground: reception rooms, seminar room, accessible toilet
- Basement: book stores with limited public access and the library (to remain in No. 16 as existing).
- First floor: there will be seminar and reception rooms.
- Second Floor: Office space.
- Third Floor: Yale teaching facilities are provided.

Members of staff are present when affiliated members or the public are on the premises.

Entrance and Ground Floor

A portable ramp will be used at the Bedford Square entrances to afford access into the ground floor. Internal doors will be of adequate clear width to allow the movement of wheelchairs throughout the ground floor

Upper Floors

Wheelchair access to the first floor seminar and reception rooms will not be possible without manual assistance by staff by prior arrangement. If this is not possible on any particular occasion the function will be relocated to the ground floor.

Archive

Books and other materials for archival storage and retrieval, cataloguing etc. are to be located in the basement. A main criterion within the brief was to minimize the vertical transportation of materials which are currently dispersed on all floors of the

building.

Currently no employee has a mobility impairment that restricts access to any part of the Centre. Should this situation change it will be necessary for the Centre to address the needs of that person in relation to the job they are employed to undertake and make the necessary management arrangements and if required, alterations to the building.

Visitor Facilities

It is unlikely that children will visit or be brought to the Centre but baby-changing facilities can be made available if considered essential.

Provision for the hearing impaired.

The recommendations in relation to facilities for the hearing impaired will be adopted – hearing enhancement systems for use in the meeting, lecture, seminar and classrooms and at the reception.

Contrast

Visual contrast will be provided throughout as appropriate, for example. in relation to doors, door frames and adjacent walls and seating in seminar rooms.

Conclusion

The proposed measures to satisfy Approved Document M of the Building Regulations are considered adequate having regard to the historic character of the buildings. The measures as completed will result in improved facilities for persons employed in and using the Centre.

Below: Entrance steps from Bedford Square & Principle circulation space in No. 16

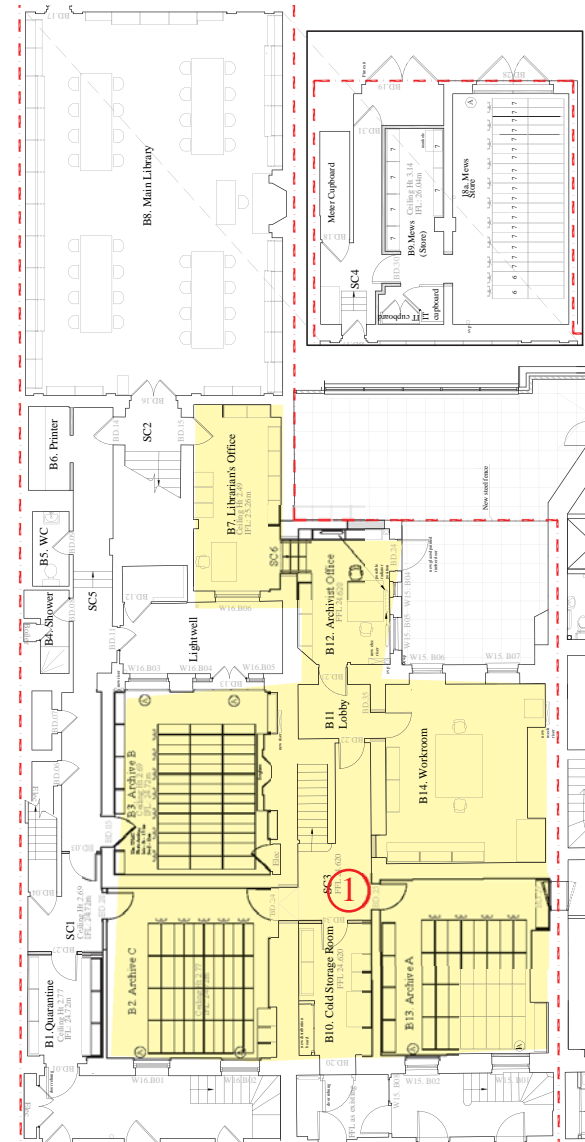


4.0 ACCESS DIAGRAMS

Basement Floor

1. Consolidated Archive

- Clear circulation provided throughout
- All material on one floor rather than dispersed through all floors.
- Clear connection to ground floor study space and disabled WC.



Ground Floor

2. Reception Room

- Study materials can be brought to this level on request, the front reception room is flexible for this purpose.

3. Managed Access

- The stepped access from Bedford Square will be addressed through a managed strategy.

4. Seminar & Staff Room

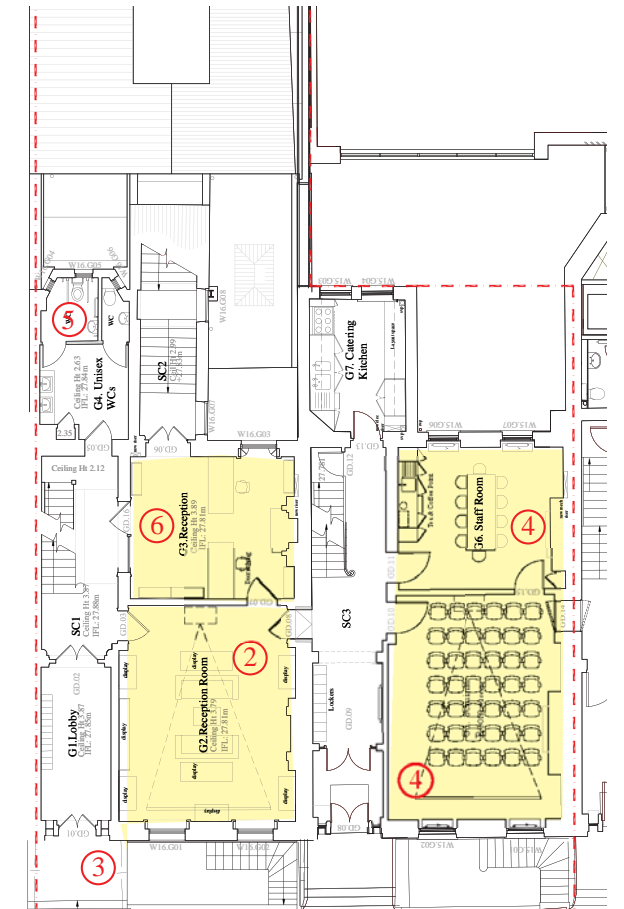
- One of the main seminar spaces is located at GF for ease of access.
- The staff room has been relocated from the basement to a more accessible location at ground floor.

5. WC provision

- A fully accessible disabled WC will be located at Ground Floor.

6. Reception

- The new reception will house the controls for the induction loop for the hearing impaired.
- The reception desk will be at a height that is easily accessible for wheelchair users.



5.0 INTERNAL ALTERATIONS

The demolitions and proposed floor plans that form the application are presented here to show the overall strategy. The details that relate to new connections are shown on the following pages along with a photographic survey of the building highlighting the minor alterations.

1. Lateral Connections and Archive

The alterations internally are predominantly associated with the basement archives and the lateral connections that connect Nos 15&16 Bedford Square on all levels with the exception of the second floor.

2. Risers

A riser is to be re-located, that is currently in the zone of the lateral connections; the works are a necessary part of the services strategy (please refer to section 9 of this report).

3. Staircase

Within No. 15, it is proposed to add a small section of new floor at the head of the staircase that will allow a connection to No. 16.

4. Partitions

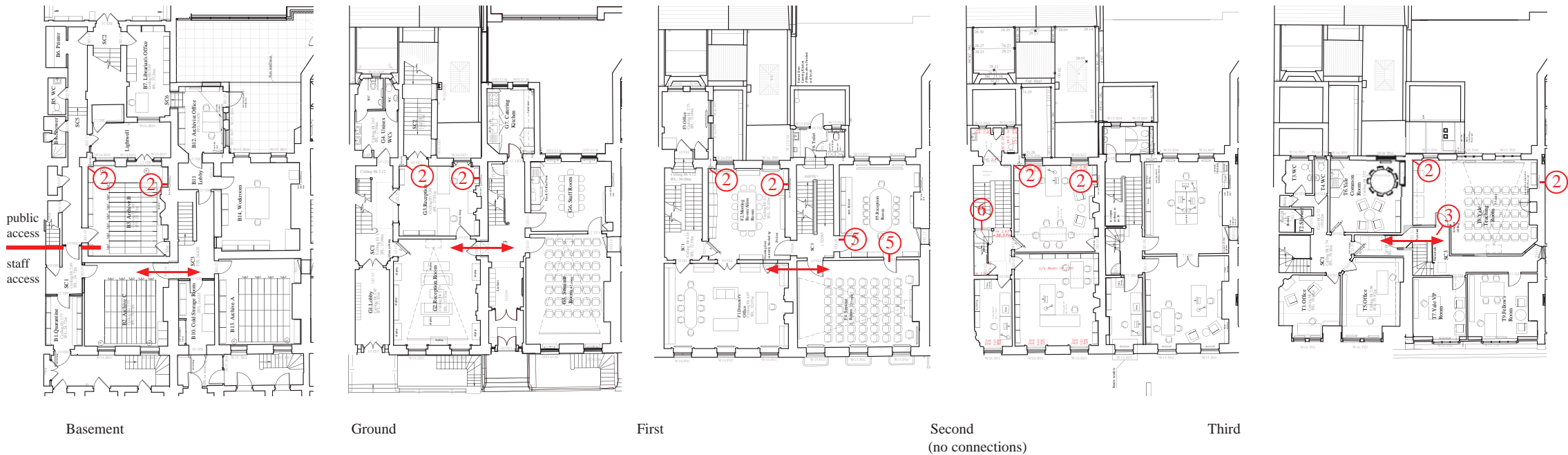
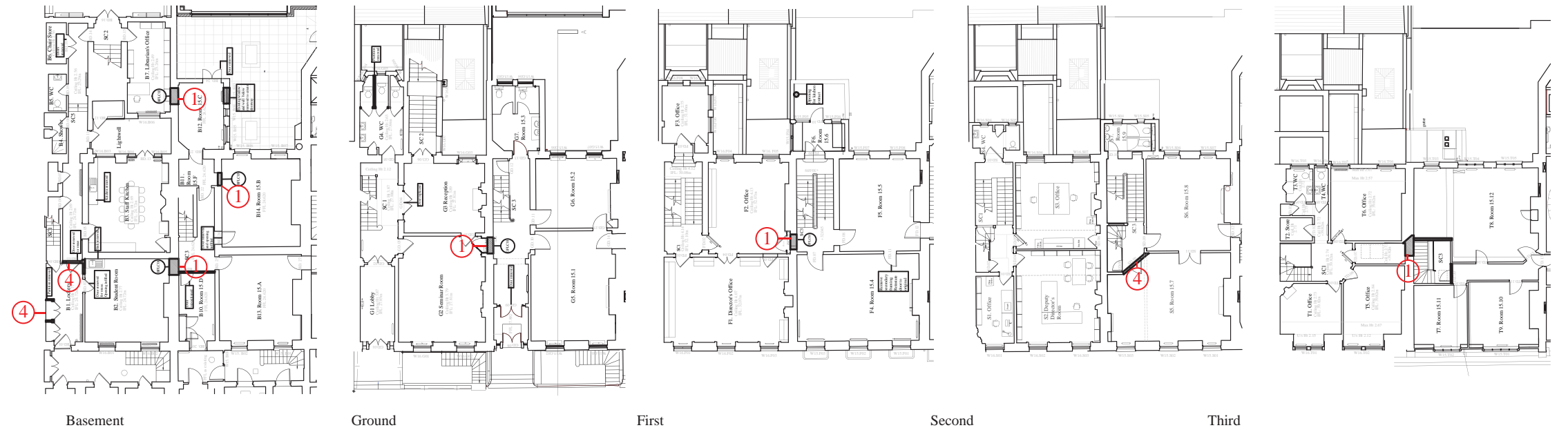
There are a number of minor alterations to door locations and partitions alignments that are shown on the proposed plans.

5. Reinstatement of existing doors

There are two doors in no.15 that are to be reinstated to their original proportions (please refer to following page).

6. Re-opening of staircase arch

It is proposed that the arch between the second and third floor stair is reinstated in no. 15 to match the same staircase at no. 16.



PROPOSED LATERAL CONNECTION: BASEMENT FLOOR ARCHIVES

- The new doorway within the basement archive will link Archive Room C in No.16 to the rest of the controlled archives in No.15.
- The existing bookcases in this room are to be removed and are to be replaced with rolling stacks of shelving.
- On the No. 16 side the opening is the corner of the room, on the side of No.15 it will connect into the staircase.
- The opening will be protected to 60 minutes fire resisting construction.

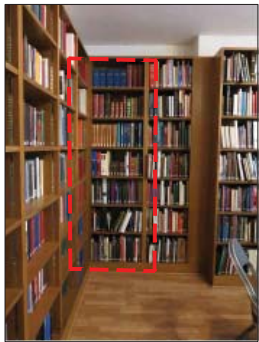
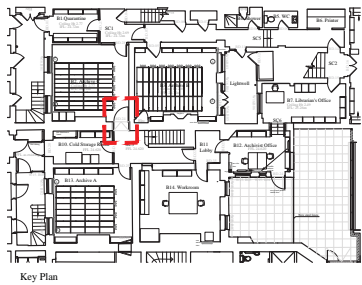


Image 1
Indicative location of lateral connection

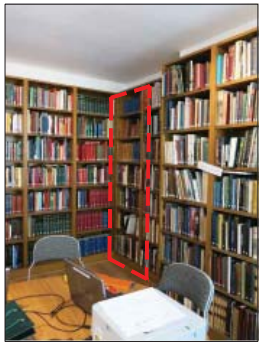
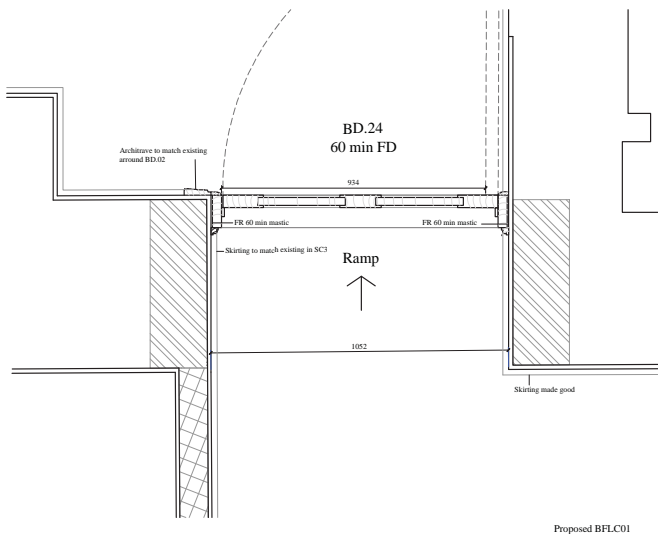
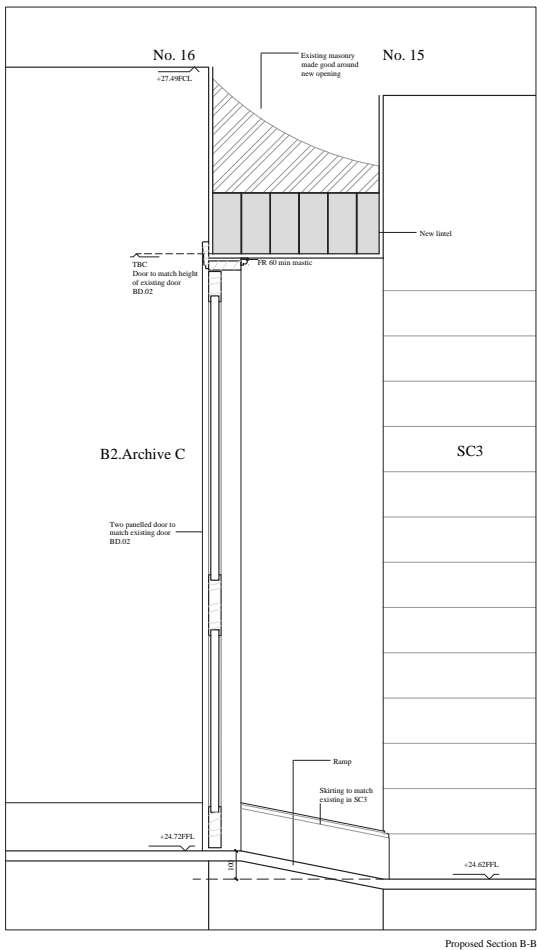
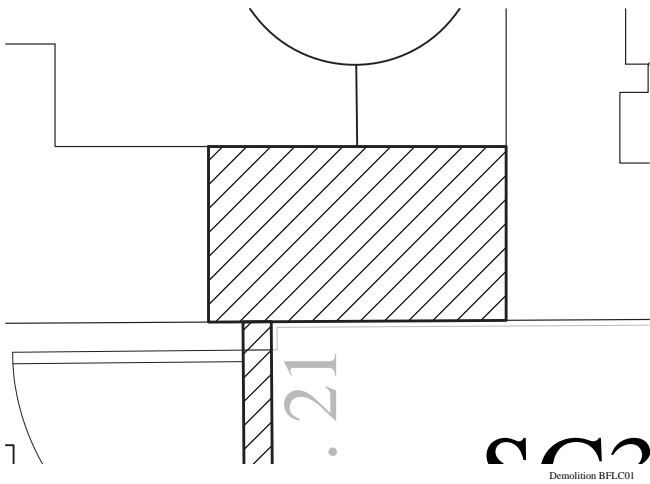
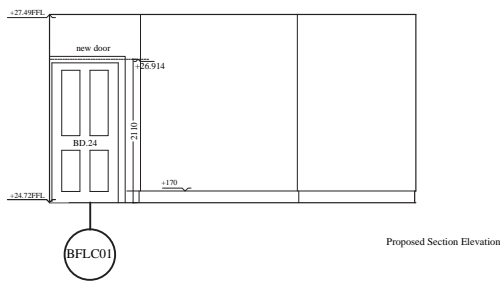
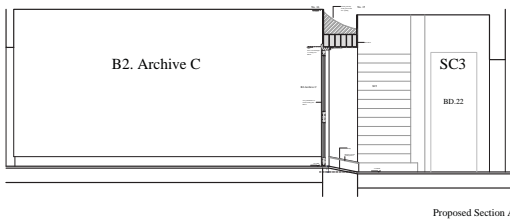
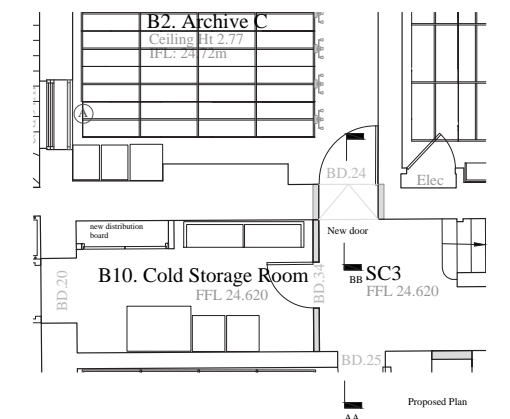


Image 2
Indicative location of lateral connection



Image 3
Indicative location of lateral connection



PROPOSED LATERAL CONNECTION: BASEMENT FLOOR_LIBRARY STAFF ROUTE

- The new opening and staircase are proposed to create a secure and private route for library and archive staff from the library to the archives.
- The offices in this location allow users of both the archive and library to have ease of access to staff members for queries and requests.
- The change in level means that steps are required.
- The line of 60 minute fire protection is proposed at BD.23 to leave the staircase clear of obstructions.

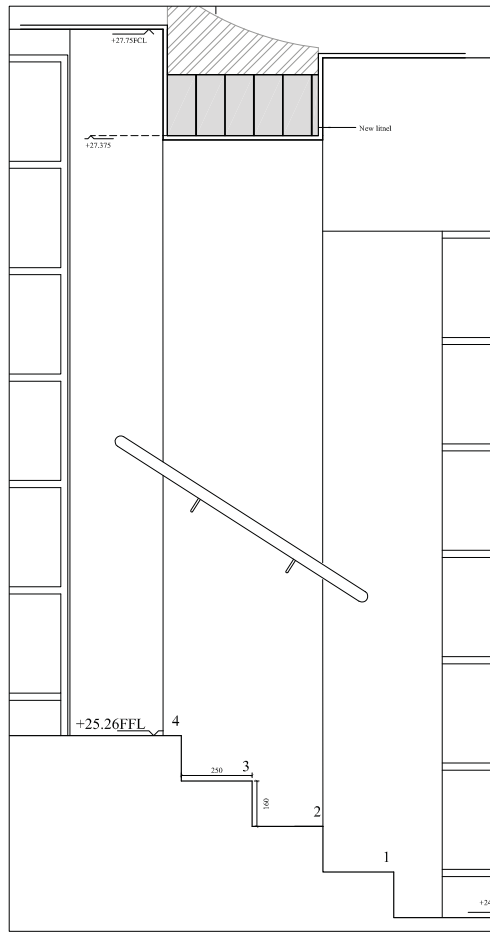
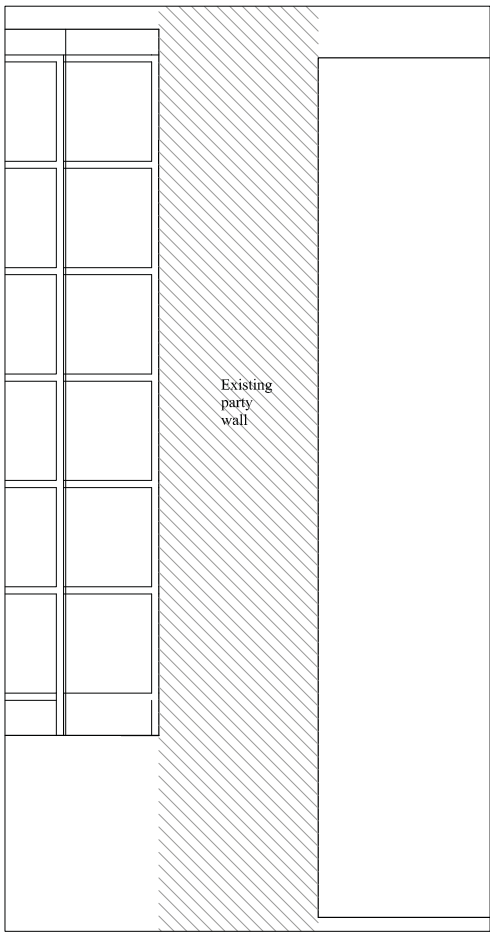
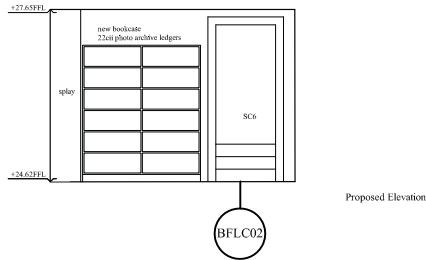
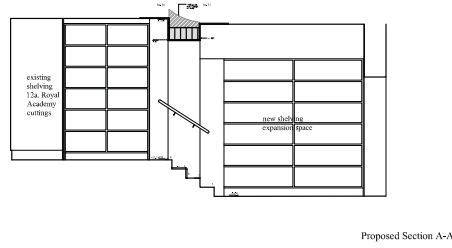
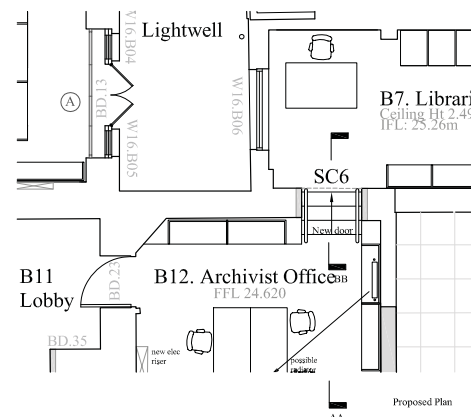
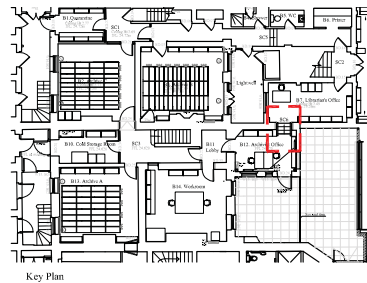
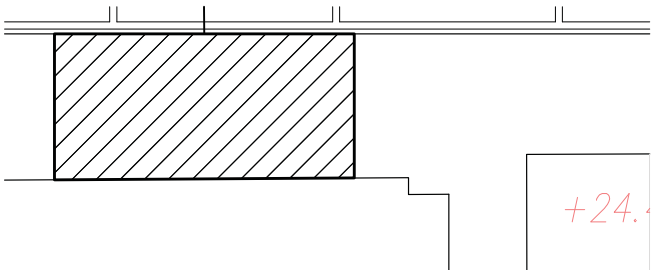


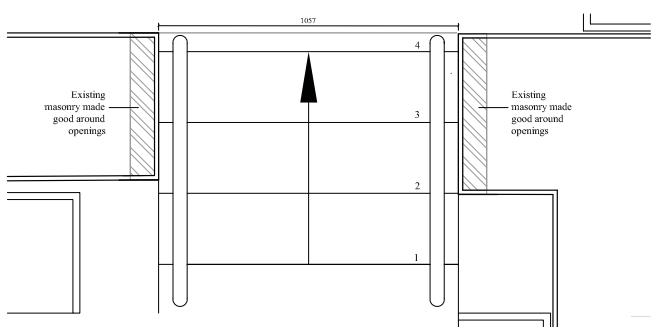
Image 1



Image 2



Demolition BFLC02



Proposed BFLC02

PROPOSED LATERAL CONNECTION: GROUND FLOOR RECEPTION

- The new doorway at ground floor will link the reception to the meeting room and staff room; as well as the catering kitchen. This connection will also lead to the main staircase to all floors in No.15.
- The opening is to be located within the current riser cupboard so that the existing proportions of the room will be retained.
- The door will be modified to improve access.
- On the No. 16 side the opening is the corner of one of the principle rooms, on the side of No.15 it will connect into the staircase.
- The opening will be protected to 60 minutes fire resisting construction. It will be a minimum of 800mm wide to permit ease of wheelchair access to all areas of the ground floor.

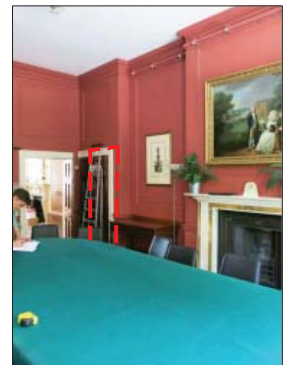
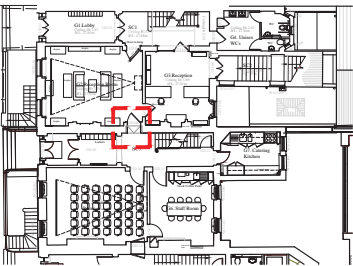


Image 1
Indicative location of lateral connection



Image 2
Indicative location of lateral connection

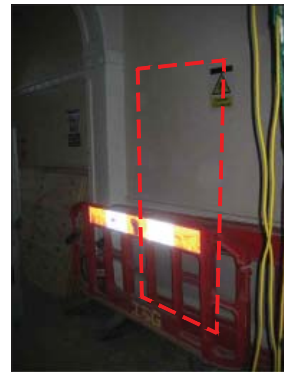
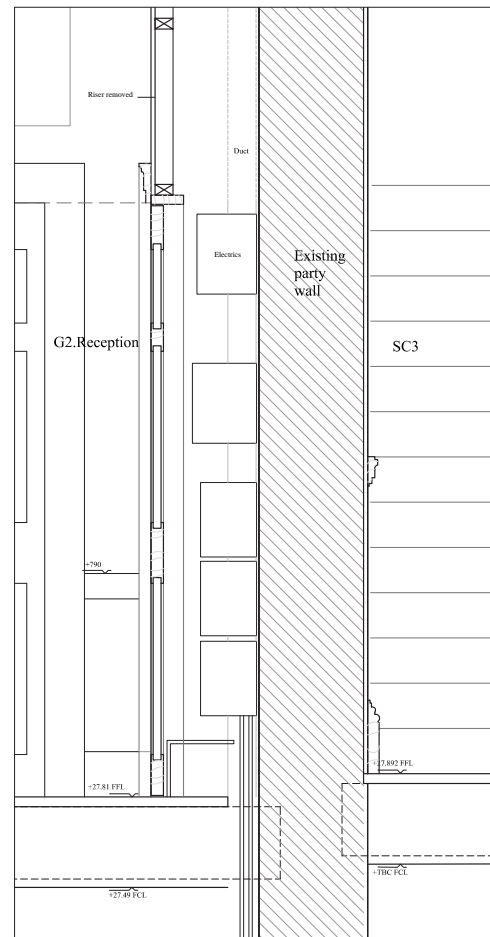
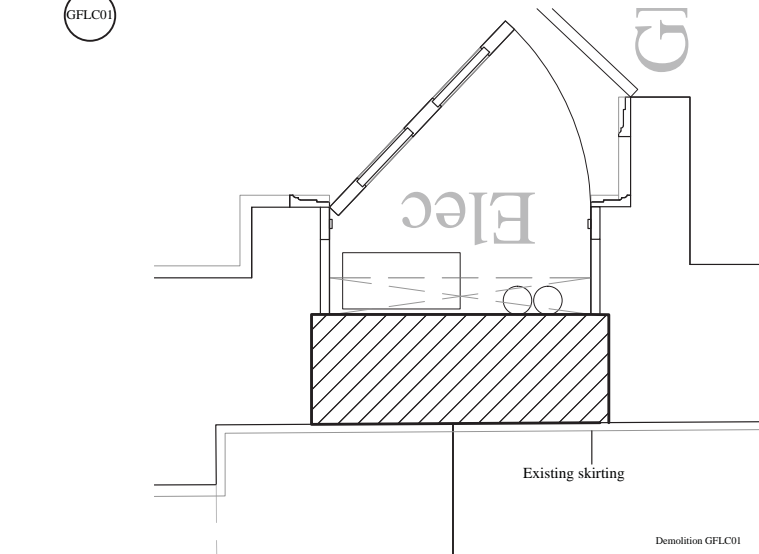
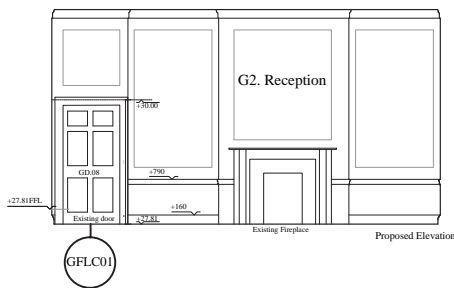
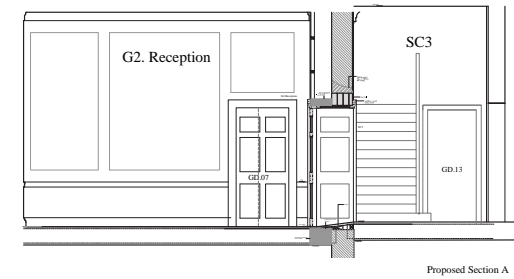
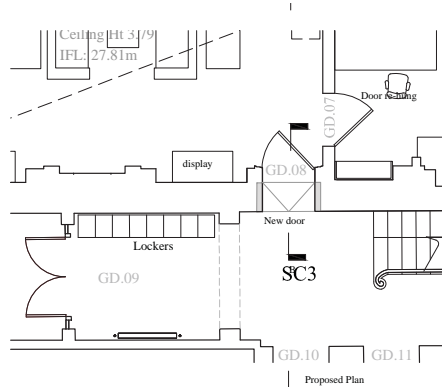


Image 3



PROPOSED LATERAL CONNECTION: FIRST FLOOR

- The new doorway at first floor will link the lecture and meeting rooms on this level so that they can be suited together.
- The opening is to be located in place of a current riser that is to be relocated. It is considered that this is the least obtrusive place to connect on this floor; and is in place where changes have been made previously.
- On the No. 16 side the opening is the corner of one of the principle rooms, on the side of No.15 it will connect into the staircase.
- The opening will be protected to 60 minutes fire resisting construction
- Following our meeting on site with the Conservation Officer, Antonia Powell, it was decided to propose a jib style door in no.16, and to replicate the door details of the hallway in no.15 on this side.

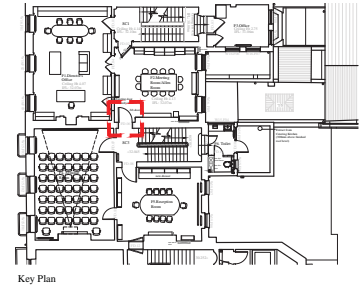
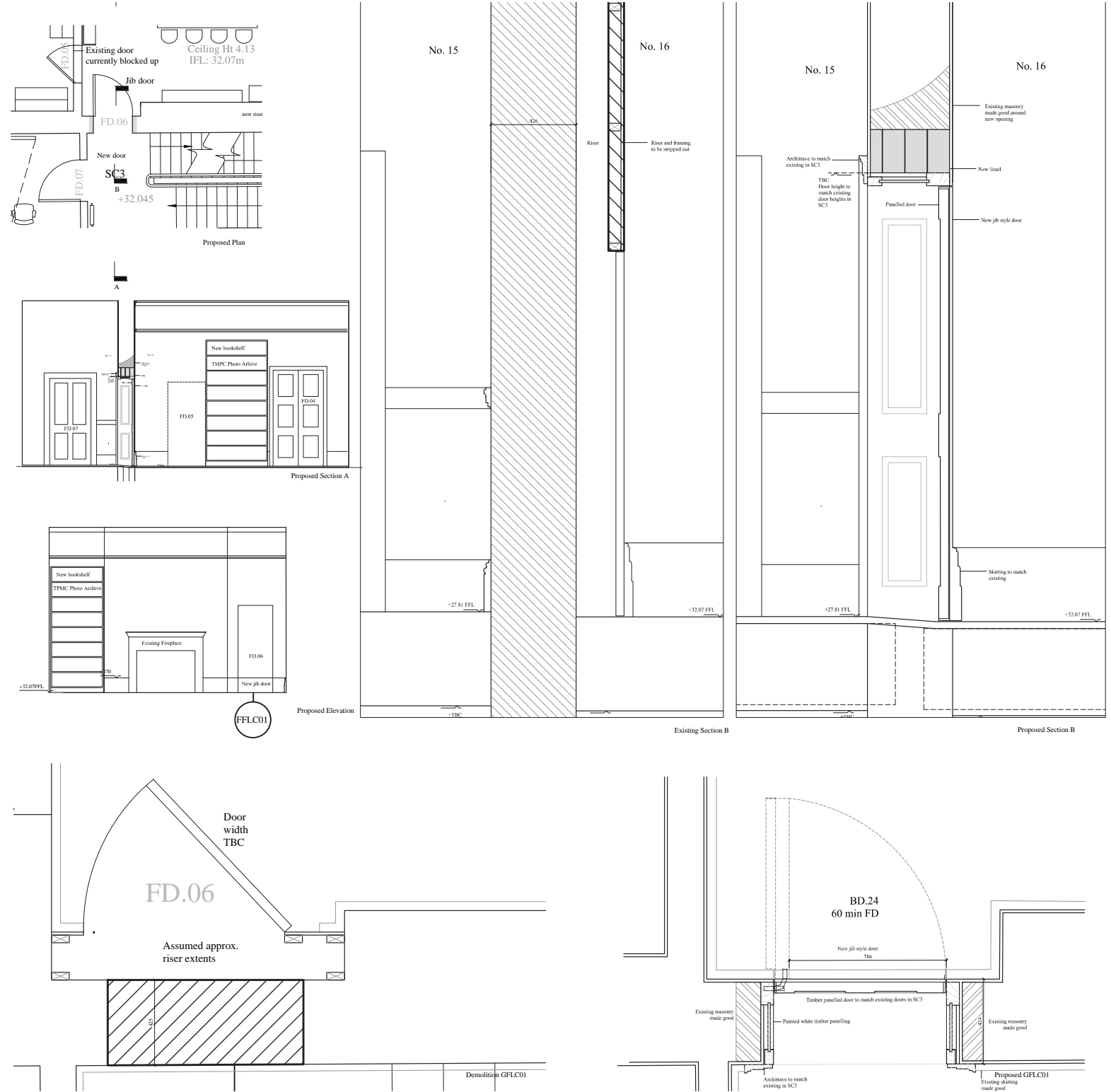


Image 1
Indicative location of lateral connection



Image 2
Indicative location of lateral connection



PROPOSED INTERNAL ALTERATIONS



A. Second floor stairway arch at no. 15 to be reinstated to match original at no.16.



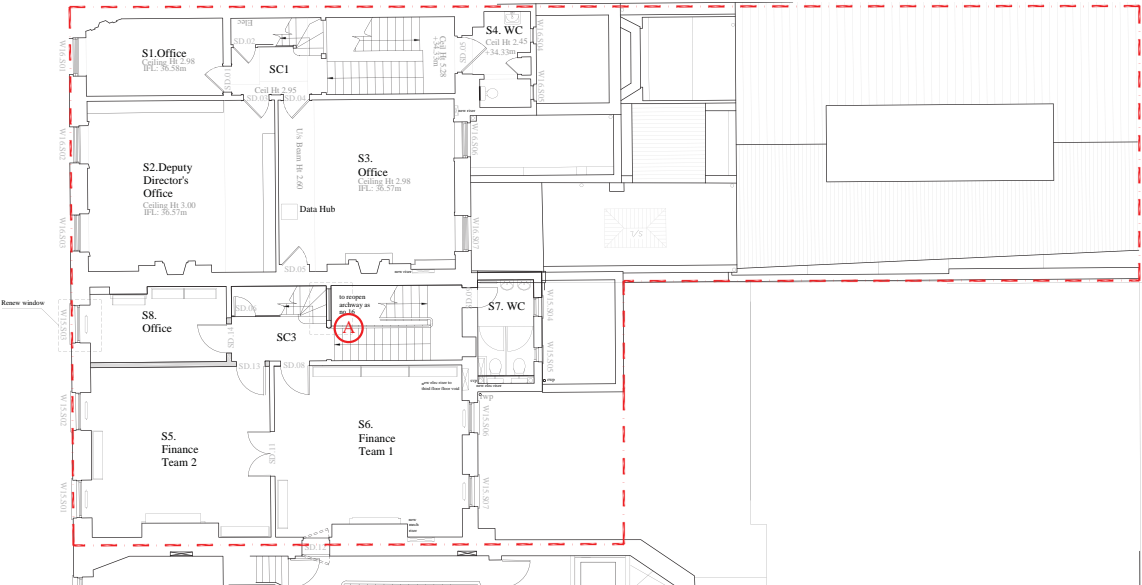
Second floor stairway arch at no.16.



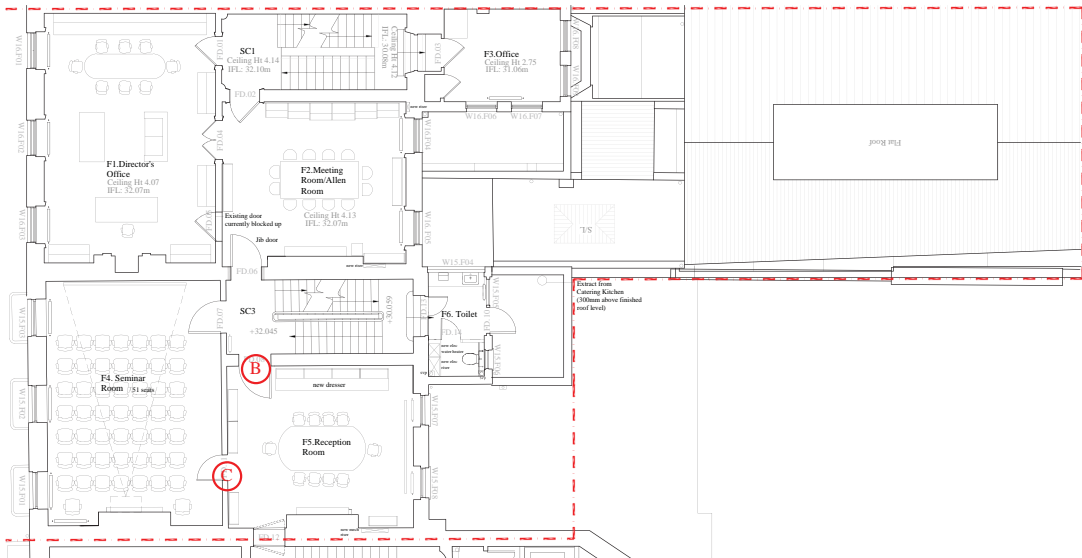
B. First floor door (FD.08). Frame and door head to be removed and reinstated to original proportions



C. First floor door (FD.11). Frame and door head to be removed and reinstated to original proportions



Second floor



First Floor

PROPOSED LATERAL CONNECTION: THIRD FLOOR CORRIDOR

The new opening at third floor will allow the whole floor to be used as a suite of rooms for visiting students and staff.

On the side of No.16 this will be located within the current storage cupboard, on the side of No.15 it will be located within the stairwell. A new landing is proposed at the head of the staircase to connect the two parts of the corridor.

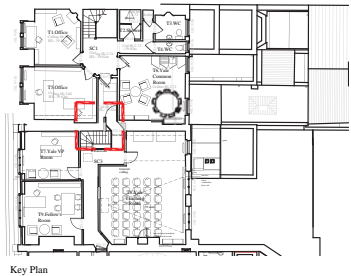


Image 1
- - - Indicative location of lateral connection

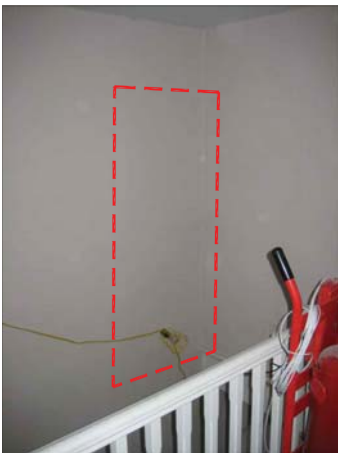
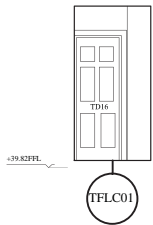
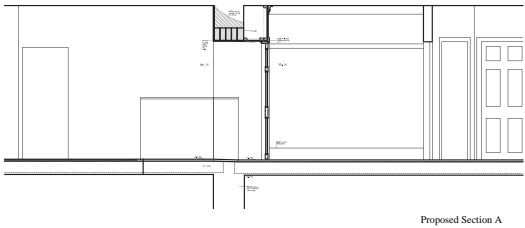
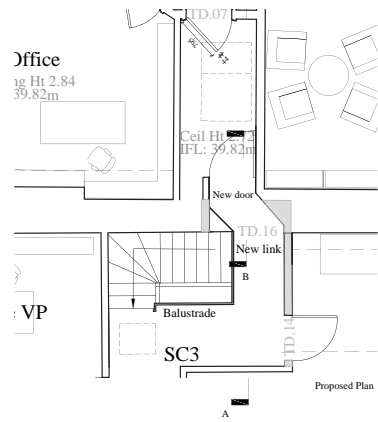
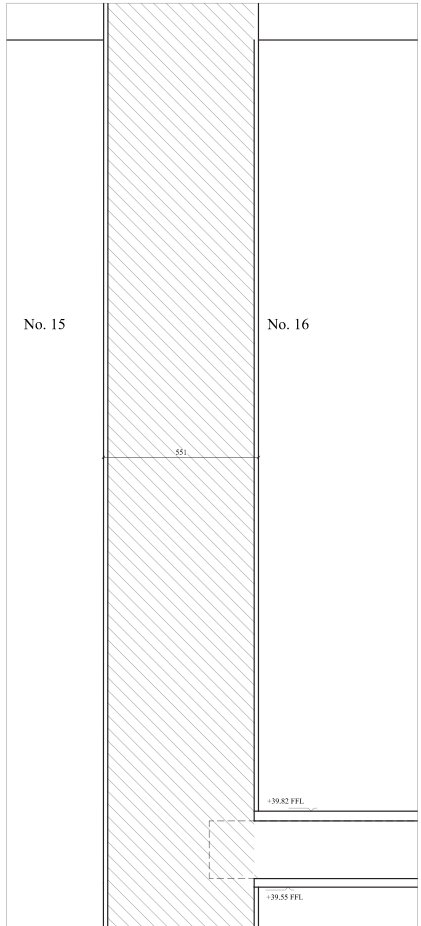


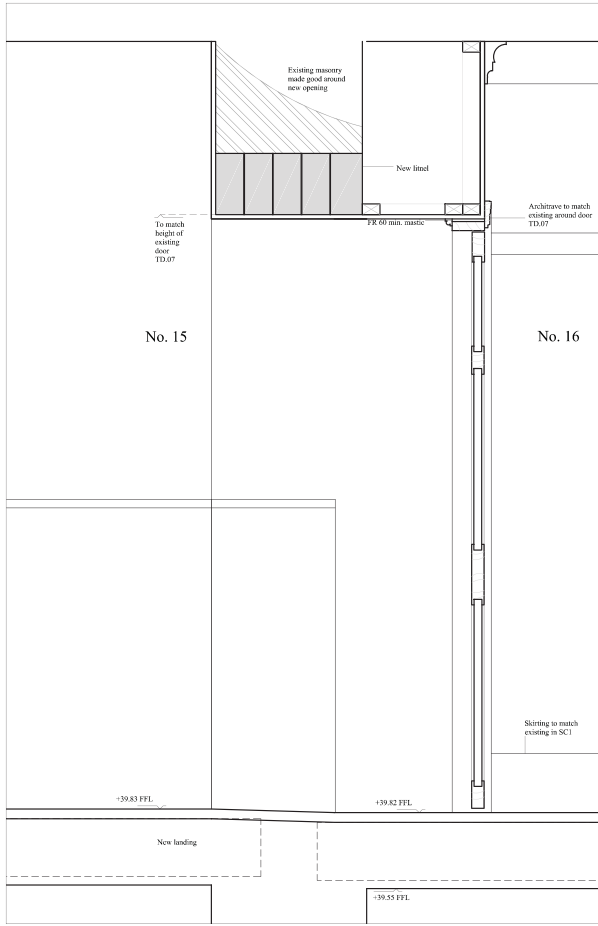
Image 2
- - - Indicative location of lateral connection



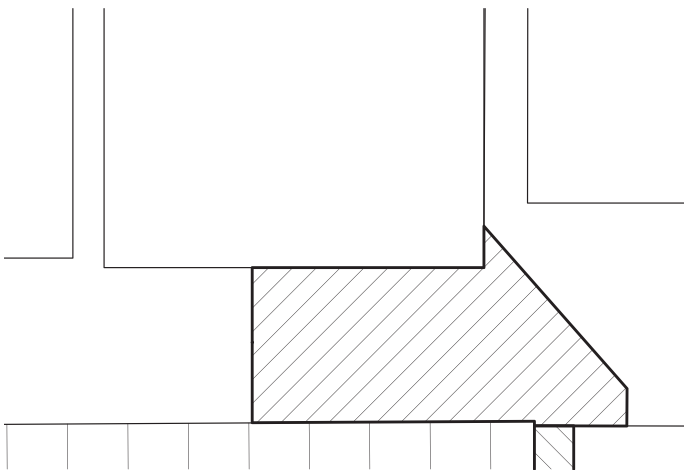
Proposed Elevation



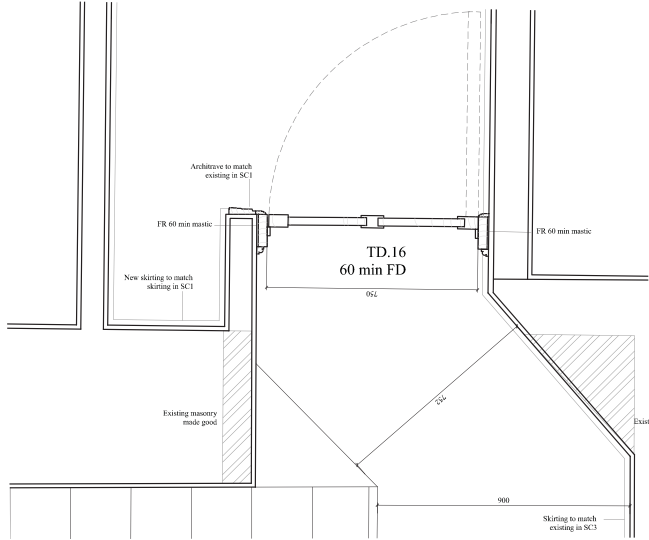
Existing Section B



Proposed Section B



Demolition GFLC01



Proposed GFLC01

6.0 EXTERNAL ALTERATIONS

Minor alterations are proposed to the external elevations.

Basement Courtyard Areas

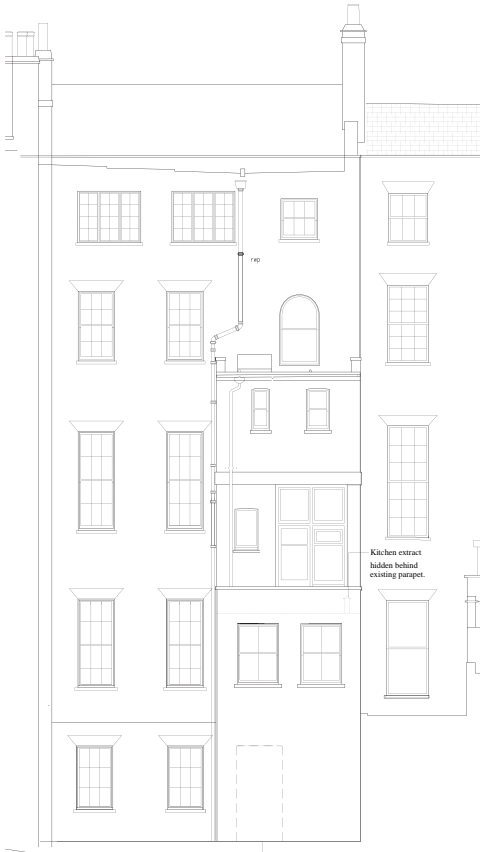
For privacy from the adjoining property it is proposed to brick up the existing rear door and create a new door in an existing window position that leads to a courtyard. A steel fence will divide the two areas.

Second Floor Window, facing Bedford Square

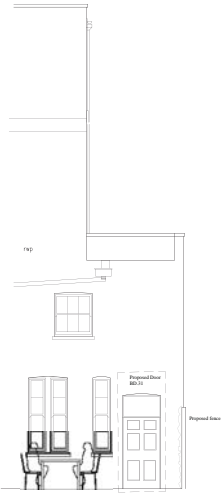
Within no. 15, facing Bedford Square it is proposed to replace one window with a two-over-two sash window to match the existing elevation.

Gower Mews

No change.



Door bricked-up



New Door in existing window



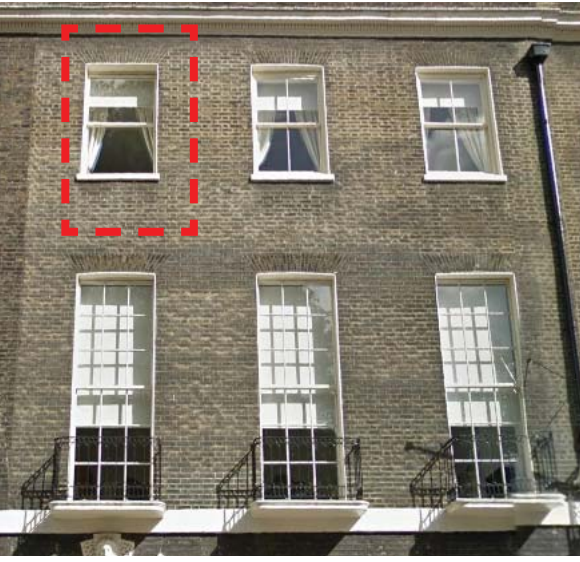
Elevation Proposed



Existing door position



Proposed door position



First and second floor windows existing

6.0 EXTERNAL ALTERATIONS

Gower Mews

No changes are proposed to this elevation.

The escape route from 18B Gower Mews will be retained, with the signage that designates this as an area to be kept clear.



Mews Garage Rear Elevation
No change in proposals

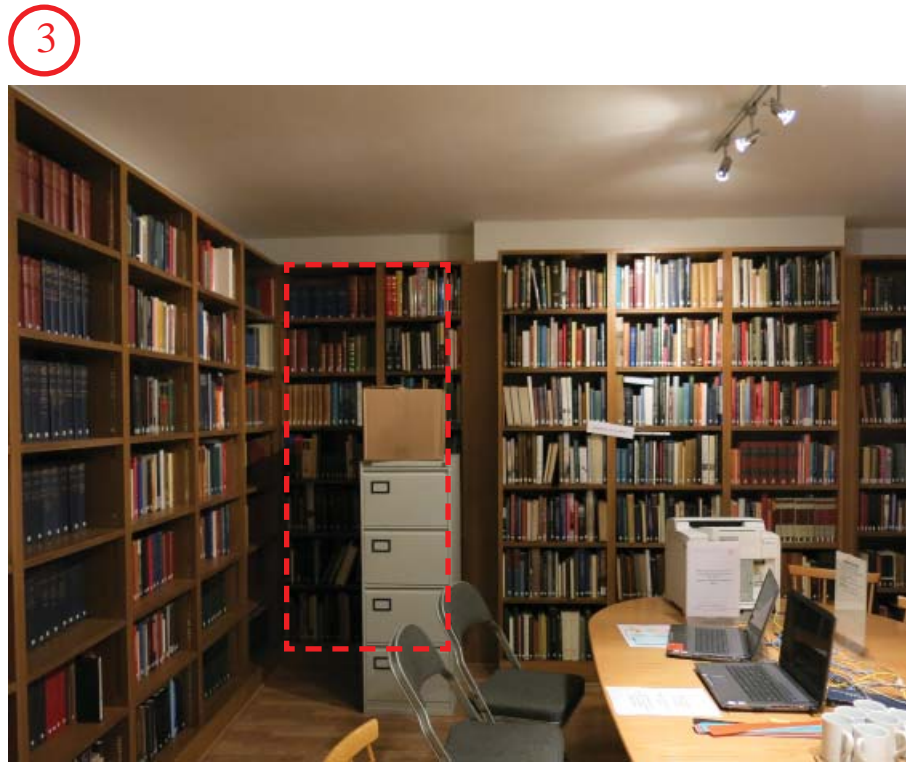
7.0 PHOTOGRAPHIC RECORD : BASEMENT FLOOR



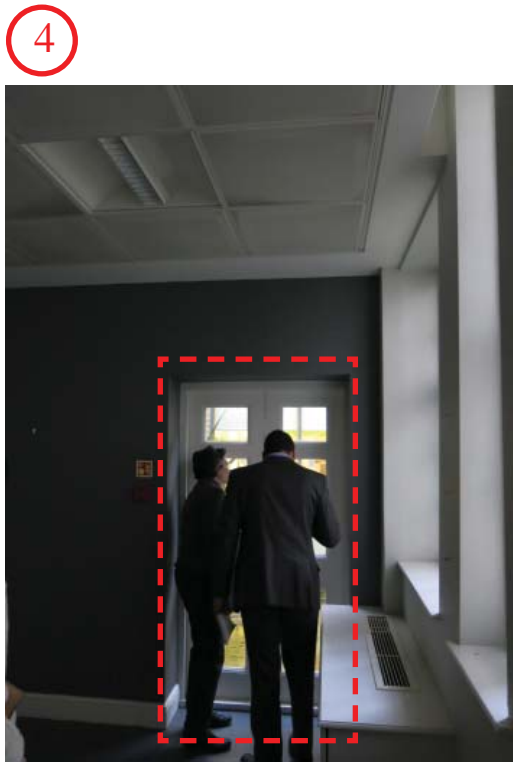
Partition removal



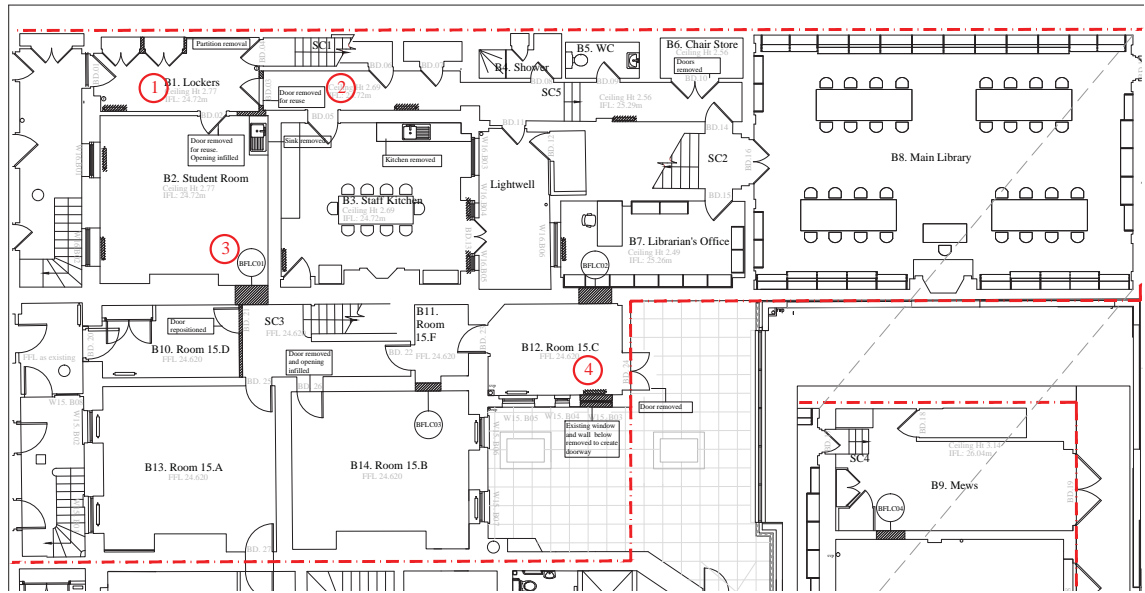
Existing BD.03 to be relocated, partition removed. (Seen from B1. Lockers)



BFLC01 (Seen from B2. Student Room)
Lateral Connection



Existing BD. 24 to be relocated,
partition to be infilled.
(Seen from B12. Room 15C.)

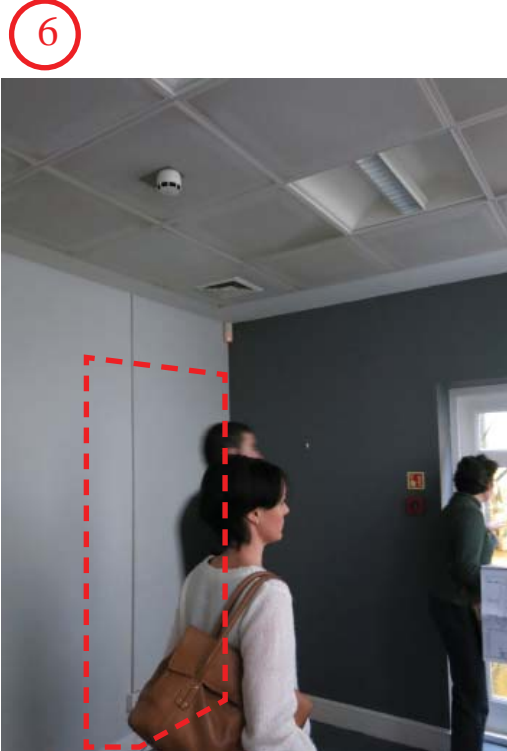


Basement Key Plan

7.0 PHOTOGRAPHIC RECORD : BASEMENT



BFLC02 (Seen from B7. Librarian's Office)



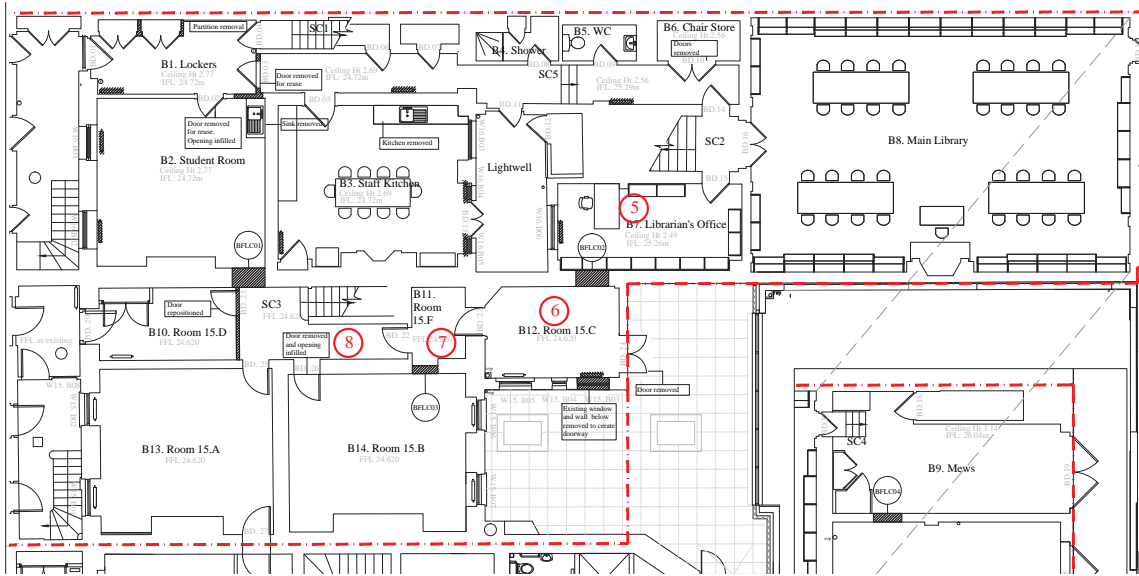
BFLC02 (Seen from B12. Room 15C.)
Lateral Connection



BFLC03
Lateral Connection



Existing BD.26 to be infilled



Basement Key Plan

7.0 PHOTOGRAPHIC RECORD : MEWS

1

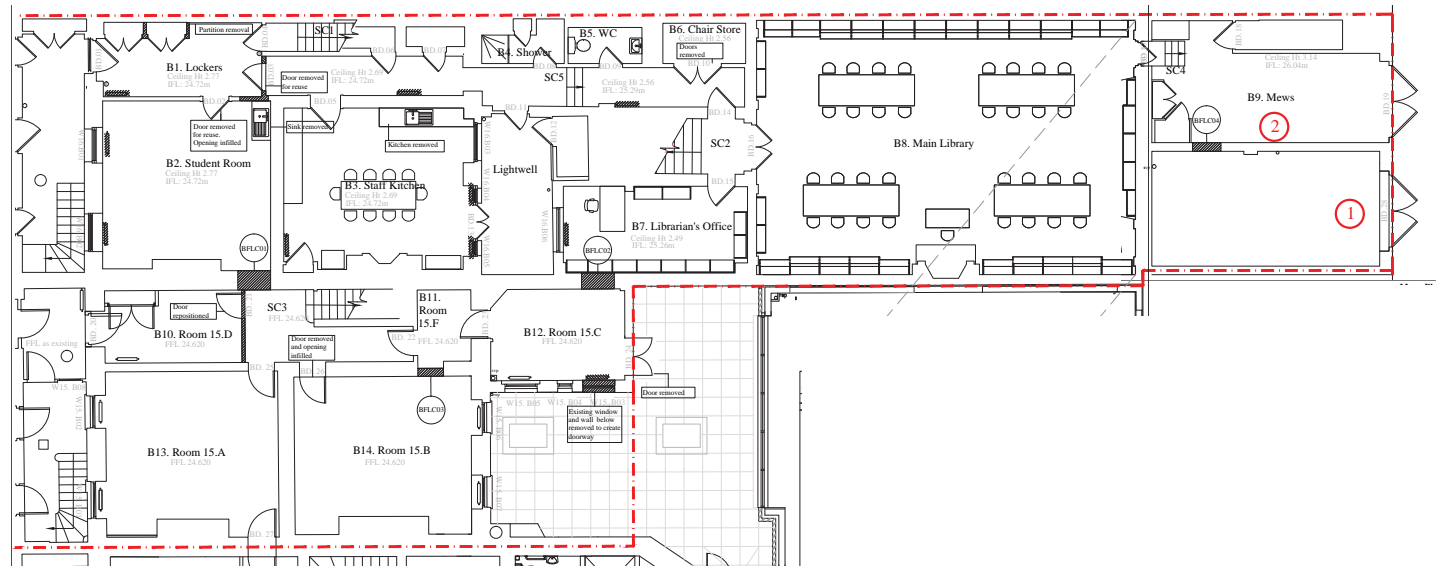


BFLC04
Lateral Connection

2



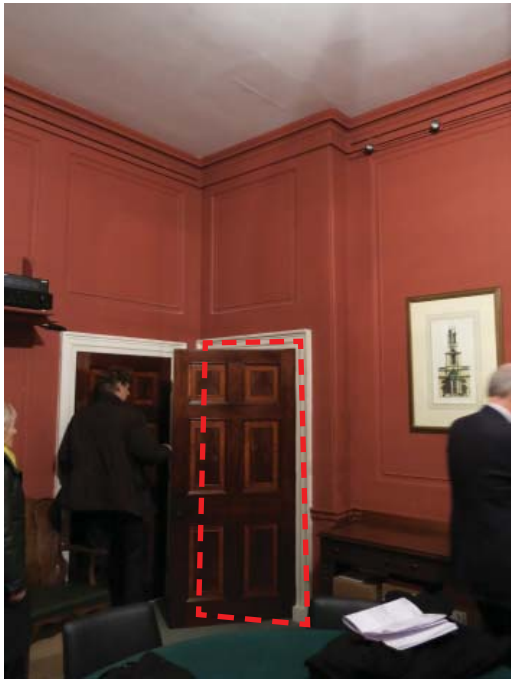
BFLC04
Lateral Connection



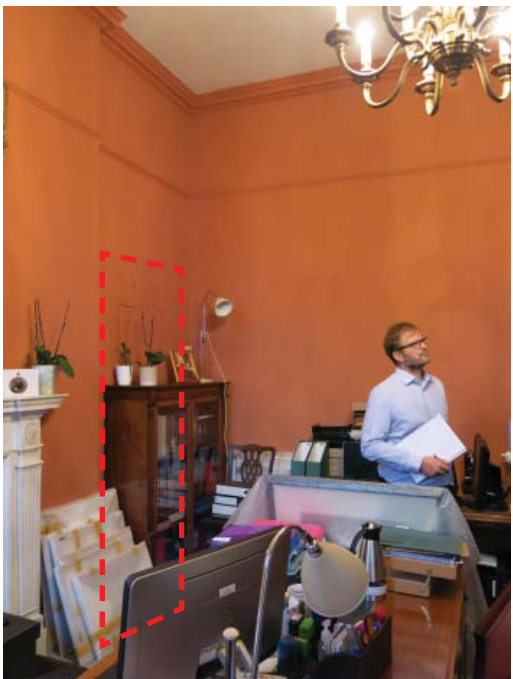
Basement Key Plan

7.0 PHOTOGRAPHIC RECORD : GROUND FLOOR

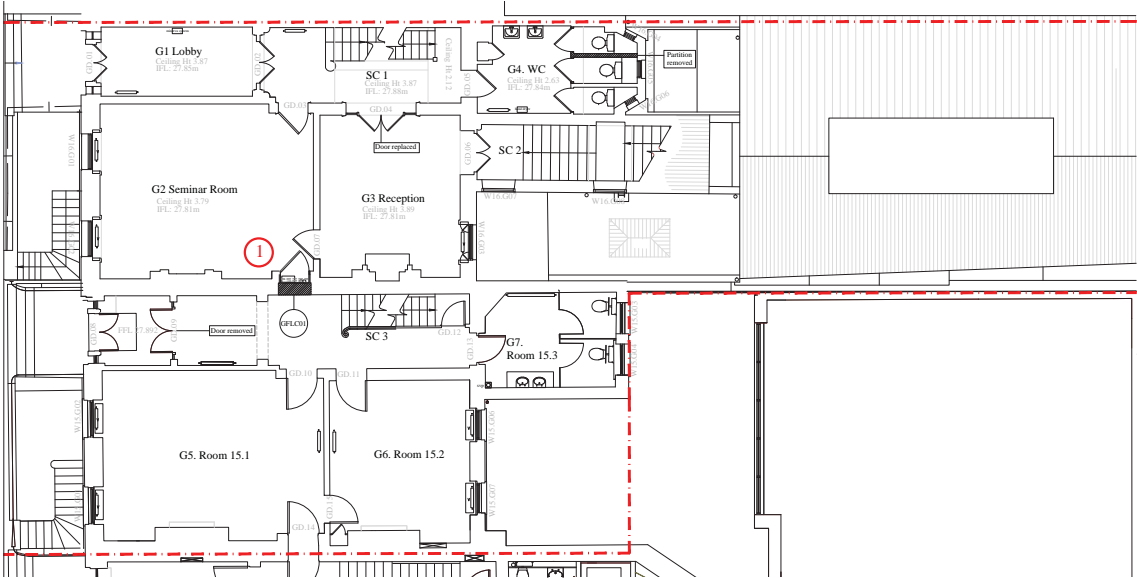
7.0 Photogrpahic Survey



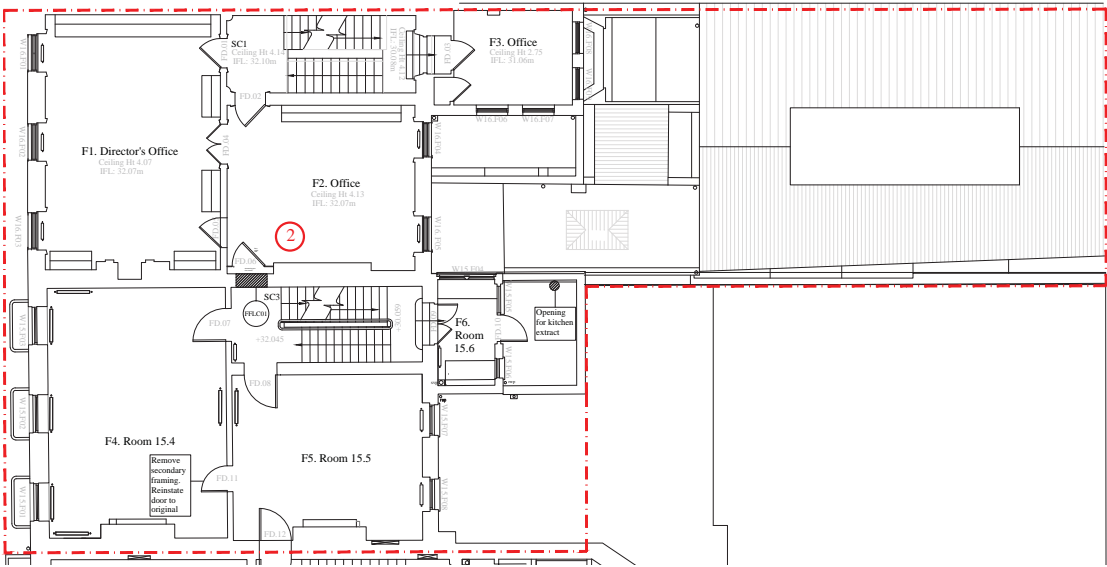
GFLC01



FFLC01 (Seen from F2. Office)
(Possible zone of previous opening recorded on survey)



Ground Floor Key Plan



First Floor Key Plan

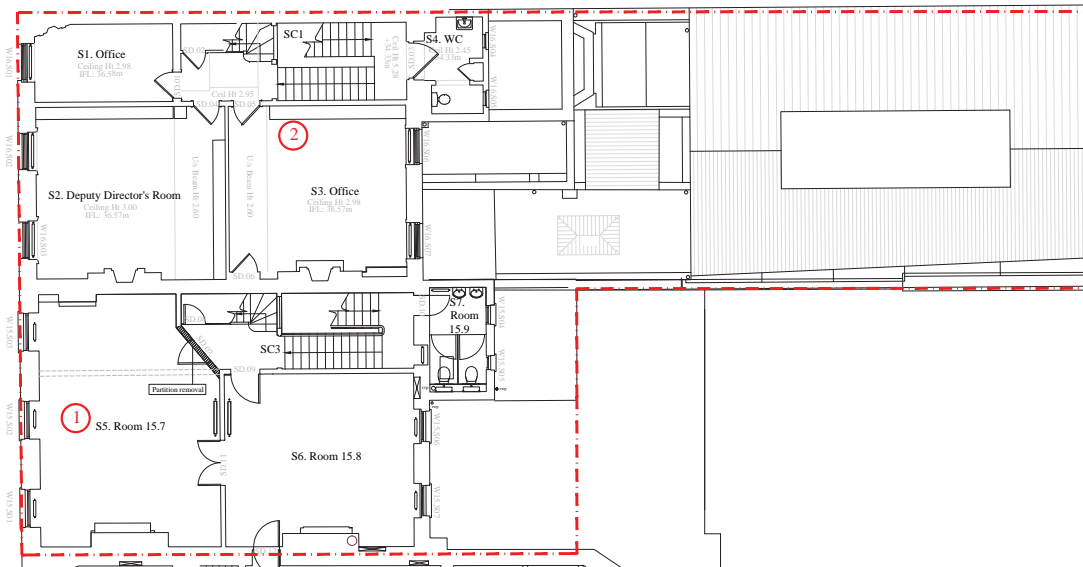
7.0 PHOTOGRAPHIC RECORD : SECOND FLOOR



New Partition on line of existing downstand to subdivide office



Overcrowded second floor: archive boxes to be relocated to dedicated basement archive



7.0 PHOTOGRAPHIC RECORD : THIRD FLOOR

1



Existing doorway to existing cupboard
(modified to improve access and hold-open)

2



TFLC01

3

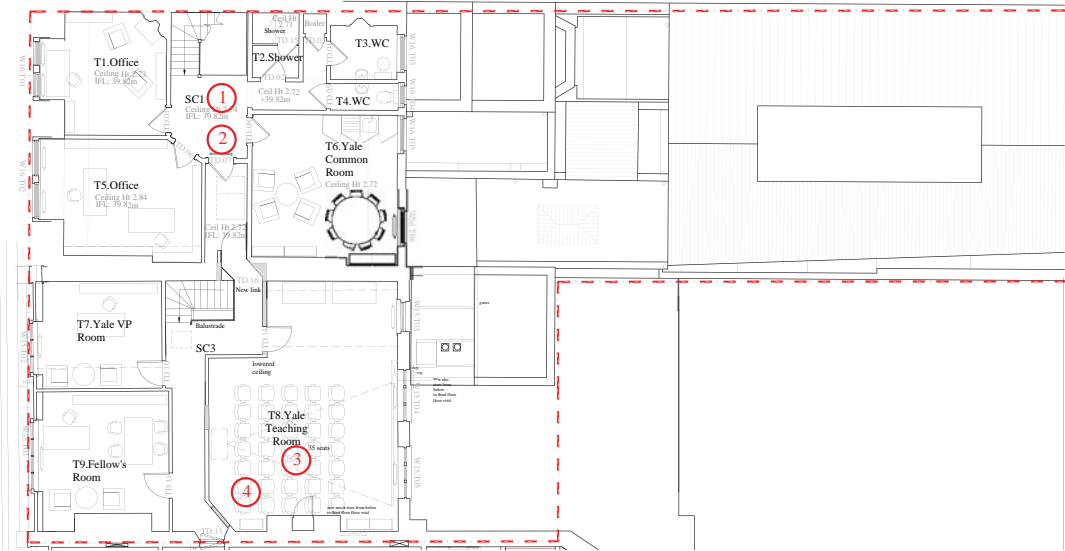


Partition removal and new door (Seen from T8. Room 15.12)

4



Door removed, opening infilled
(Seen from T8. Room 15.12)



Third Floor Key Plan

8.0 ENVIRONMENTAL STATEMENT

Environmental Strategy

The buildings are naturally ventilated with wet radiator heating. This environmental strategy is to be retained. For the basement archive it is proposed to add behind the existing windows insulated shutters to stabilise the archive environment.

Due to the Grade 1 listed status of 15 and 16 Bedford Square, the general strategy is to retain as many of the existing elements as possible. This applies to the fabric of the building and the existing services. Any modifications that need to be made to the existing services following careful assessment will comply with Building Regulations Part L2B 2013 and strive to better the efficiencies set out in order to minimise energy consumption and environmental impact. In general, thermal elements of the existing building fabric will not be altered and where alteration is necessary the focus will be on conservation and making sure the building's historic character is retained, rather than improving energy performance.

Services Strategy

The general servicing strategy ties in with the intent to retain as much as possible, carrying out an assessment of the condition and suitability of each of the systems to decide whether retention or replacement is the most appropriate solution. The main connection of all services from number 16 through to number 15 will be in a single location in the basement. This is to provide ease of separation of the two buildings in future if required.

The current services work being carried out in 15 Bedford Square is under two previous planning applications; 2013/8303L and 2014/3038L.

The main riser is to be moved from its current position to fit in with the new room arrangement. The location of this is shown in Section 9.0 of Wright & Wright's documentation.

Heating and Cooling

The current heating system for number 16 is a centralised gas-fired boiler in an exterior basement level boiler room feeding radiators throughout the building. The same strategy is currently being adopted

in number 15 for completion in October. All heating plant and pipework will be reused wherever feasible and an assessment will be carried out early on in the design process to assess the condition of the existing boilers and radiators to determine if replacement is a sensible option. The proposed plan drawings will be overlaid onto the existing to check the radiator locations and compatibility with the new layout. Radiators located in the proposed basement archives will need to be removed to achieve a passively controlled space. The existing boiler flue will be reused to minimise impact.

There is no mechanical cooling present in 15 and 16 Bedford Square and none is proposed for the refurbishment.

Hot and Cold Water

The existing hot water is provided through local instantaneous water heaters located throughout 15 and 16. Due to the intermittent water demand, this seems like the most energy efficient solution. The proposal is to retain these and remove/add any additional water heaters in areas with a change of use.

The mains water supply enters the building at basement level and is unconditioned. This will also be the case in the refurbishment.

Ventilation

At present mechanical extract is present in all kitchens, WCs and shower rooms with all other areas being entirely naturally ventilated. This strategy will be adopted in the refurbishment plans. There is a new proposed catering kitchen which will require a new extract duct to penetrate through the roof. This is discussed in more detail in Wright and Wright's documentation.

Small Power and Data

The proposed relocation of the main riser will mean that rewiring will have to take place, both from the main incoming electrical supply to each consumer unit on each floor and also between the consumer units and the sockets and appliances themselves.

The existing small power and data outlets are extensive and confusing for the user due to the number of different types of fittings that have been used. These will

be rationalised and replaced if necessary. The existing floor trunking will be utilised wherever possible.

Fire and Security

An assessment will be made of the existing fire alarm panel in number 16 located in the main entrance lobby. The wiring is thought to be MICC which may require replacement to comply with current regulations. The system will then be extended through into 15.

The security system in number 16 will be extended through into number 15. At present there is a secure entry system on the main door of number 16 linked to reception. This will be extended to incorporate the main entry door to number 15, which may be used for catering and maintenance staff or others during events. Contact sensors are present in the ground floor and basement rooms with external windows in number 16 and this strategy will be continued through into 15.

Lighting

Many period fittings are present in number 16. These will be retained and adapted to house LED bulbs, increasing their efficiency. Some of these may need to be moved to incorporate the new room layout and additional period style fittings will need to be sourced for the other areas to tie in with the desired aesthetic. Back of house areas do not require period fittings, therefore a more utilitarian approach will be adopted in these areas. As part of the current fit out of number 15, all wiring for the lighting installation will be in place by October, ready for fittings to be installed as part of the refurbishment works. Some of these may be fittings currently in number 16 and some may be entirely new fittings.

The main library is the only room with lighting control and these controls will remain in place to provide more a more adaptable lighting solution in this area.

Emergency Lighting and Escape

Many of the existing fittings in number 16 have at some point been retrofitted to incorporate emergency luminaires. The performance of these will be tested and their compliance with Building Regulations Part B Volume 2 2010 will be assessed. Additional emergency lighting is expected to be required in some areas and

all emergency fittings will be LED for maximum energy efficiency. The emergency lighting system will consist of entirely self-contained luminaires with manual testing as this is the least intrusive method.

A new emergency lighting scheme will need to be introduced into number 15 which continues through from number 16.

Some emergency escape signs are present in number 16 at present but a lot of these are not illuminated so are expected not to comply with the current regulations. The emergency escape signage will need to be revised and extended through to incorporate number 15.

IT

The brief for the IT strategy is to provide a structured cabling system that is flexible, scalable and low maintenance.

The Paul Mellon Centre do not have in-house support and so the systems and distribution need to be simple and intuitive. The phone system should share the same cabling system as the network cabling and be scaled to accommodate the additional building.

As a part of the project the main riser is being removed and so a significant amount of re-cabling will be required.

The aim is to reuse as much of the existing IT kit and cabling as possible. The Paul Mellon Centre would like to develop their in-house printing to consolidate and simplify their printing strategy. The AV strategy will include projectors in the main seminars rooms and ability to video conference and stream live events.

9.0 SERVICES STRATEGY

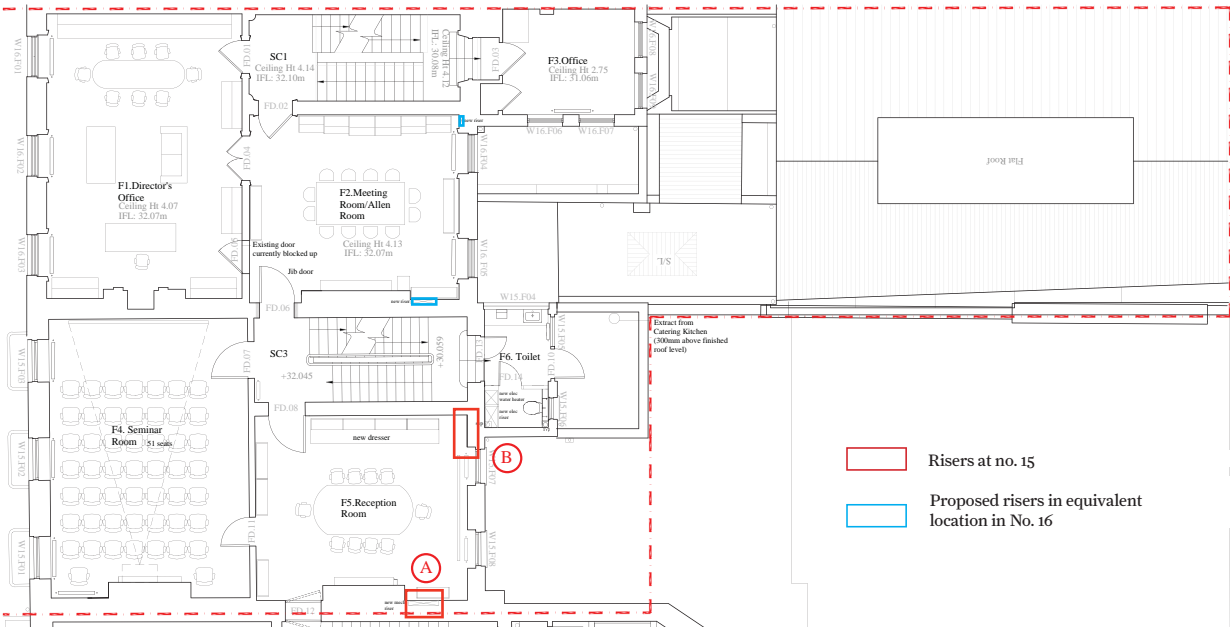
Risers
For the new risers in No.16, we have adopted the principles for the new risers that have been approved for no. 15 Bedford Square.

The existing walls have an approximate zone of 125mm of studwork that is fixed back to the masonry of the party wall line. Within this build-up the new flow and return pipework can be accommodated with access panels to valves located in new floor boxes.

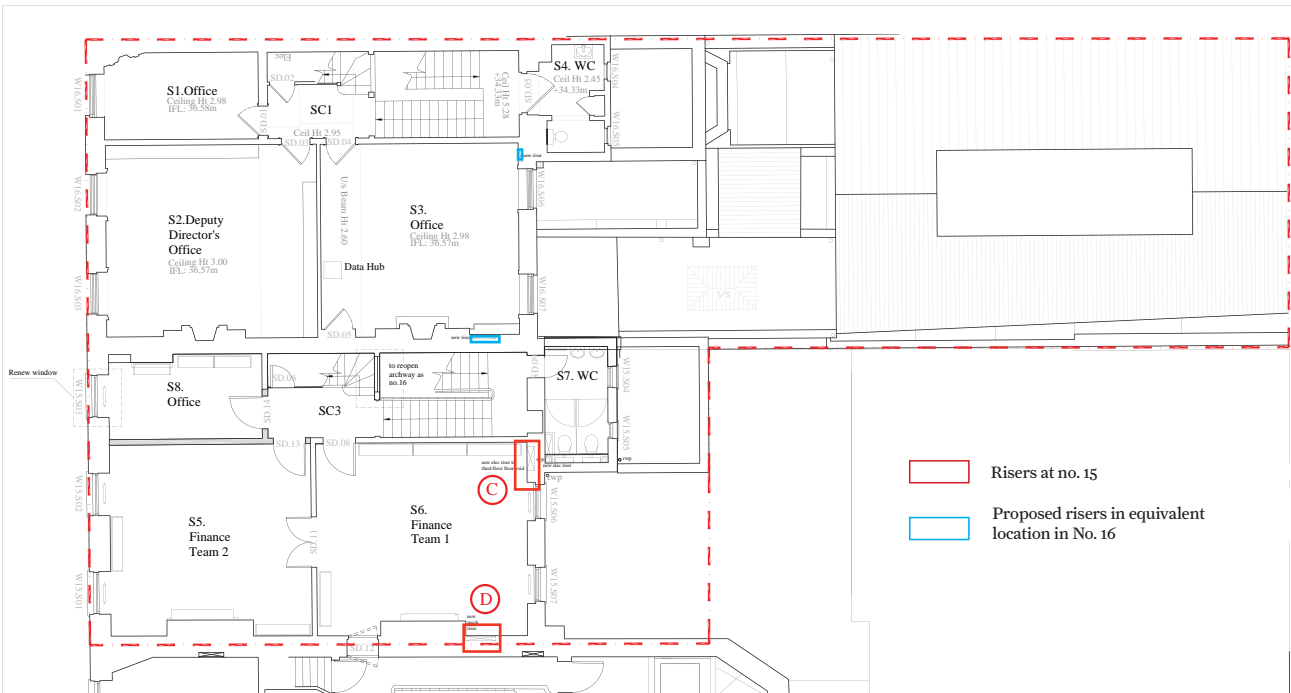
Cable routing
The floors are counter-battened beneath the joists; both zones of this build-up can be used for the routing of cables.

Archive
Careful consideration has been given to the routing of pipework above the archives. As per the guidance of PD 5454, the existing basement suspended ceilings will be stripped out so that services can be easily monitored.

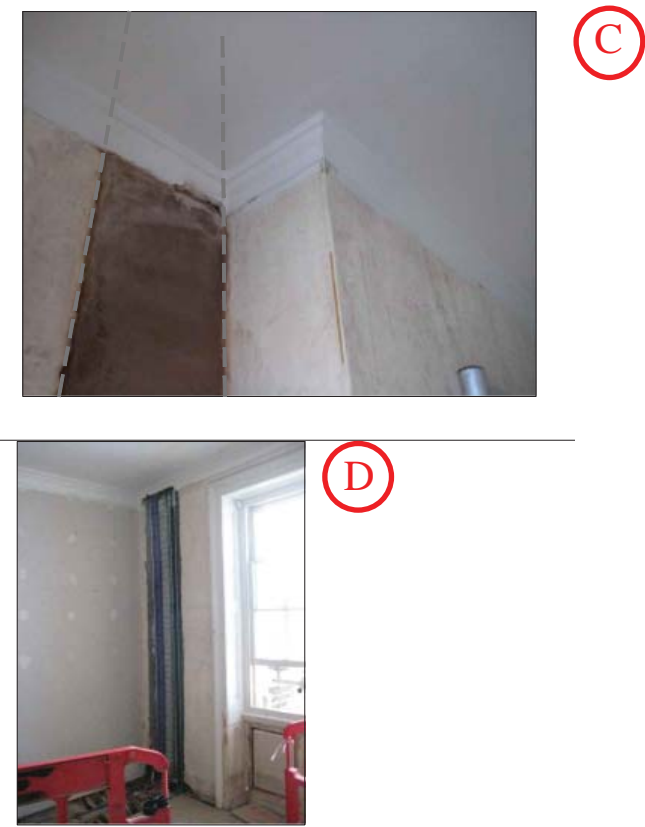
The basic strategy has been developed to keep the wet areas to the rear extension and away from the principal rooms.



FIRST FLOOR PLAN



SECOND FLOOR PLAN



10.o STRUCTURAL COMMENTARY

1475/70/RA/gp13 August 2014

The Paul Mellon Centre, 15&16 Bedford Square

Structural Engineering Notes Relating to the Replacement of Part of the Basement Floor Slab in No. 16 Bedford Square and Lateral Connections Through the Party Wall Between Nos. 15&16 Bedford Square

1.0 Introduction

The Paul Mellon Centre currently occupies No. 16 Bedford Square. The proposal is to expand the Centre into No. 15 Bedford Square. Number 15 Bedford Square is at present undergoing refurbishment works, instigated by The Bedford Estates.

The expansion of the Paul Mellon Centre into No. 15 Bedford Square requires reorganisation of how the Centre operates and uses its spaces. This reorganisation will require some fairly low key structural interventions to be carried out relating to the relocation of the archives from the rear extensions of 16 Bedford Square into the front room of No. 15 Bedford Square and the front and rear rooms of No. 16 Bedford Square at basement level, and improving access and connectivity between Nos. 15&16 Bedford Square by creating lateral connections through the party wall at basement, ground, first and third floor levels.

Alan Baxter and Associates (ABA) have been appointed as Consulting Structural Engineers for the project. These notes have been prepared specifically to deal with the proposed structural interventions, and are to be read in conjunction with the Architects, Wright & Wright planning report.

2.0 General Description of Existing Site and Structure

Numbers 15&16 Bedford Square are Grade I listed Georgian terraced houses along the north side of Bedford Square.

Bedford Square was laid out between 1775 and 1783 to a scheme commissioned by the 4th Duke of Bedford. Prior to this, historic maps show the site of Bedford Square as fields and market garden on the fringe of a built up area. A stream or drainage ditch may have cut across the square, east to west, and across the current location of No. 37 or 38 Bedford Square.

The terraced houses fronting Bedford Square, including Nos. 15&16, are typically five storeys including basement. The structure generally comprises external loadbearing masonry walls, internal masonry and timber stud walls with timber floors and roofs. There are predominantly ground bearing concrete slabs throughout the basements.

Based on our experience of other terraced houses on Bedford Square, the original Georgian walls to Nos. 15&16 are generally likely to have corbelled footings. The footings could possibly bear into made ground/fill deposited over the underlying sand and gravel above the London Clay.

3.0 Proposed Structural Alterations

Some fairly low key structural interventions/alterations are proposed in Nos. 15&16 Bedford Square. The alterations in these Georgian buildings have been designed to be reversible and where possible sympathetic to the form and nature of the existing structure.

The key structural alterations include.

Replacement of Part of the Basement Floor Slab in No. 16 Bedford Square

The Paul Mellon Centre archives are proposed to be relocated from the rear extensions of 16 Bedford Square into the front room of No. 15 Bedford Square and the front and rear rooms of No. 16 Bedford Square, at basement level. The archives are to include roller racking filing units in each of the rooms. These relatively heavy roller racking units require a solid and robust floor/base to operate on.

Based on historic record drawings provided to us, it appears that the entire basement floor slab in No. 15 Bedford Square was intended to be replaced with a 150mm thick reinforced concrete (RC) ground bearing slab on top of compacted hard-core. We understand that this slab replacement work was carried out as part of the refurbishment of 13-15 Bedford Square and 20 Gower Mews, in c.2001. Therefore, the existing slab in the front room of No. 15 Bedford Square should be adequate for the proposed roller racking units to operate on.

The existing basement floor slab in the front room and rear room of No. 16 Bedford Square is to be replaced with a new 150mm thick RC floor slab in order to accommodate the roller racking units. Any soft spots encountered under the slab, during the replacement works, will be dug out and filled with compacted granular material to act as a robust base to the slab.

Lateral Connections

In order to improve access and connectivity between Nos. 15&16 Bedford Square lateral connections are proposed through the party wall at basement, ground, first and third floor levels. These connections are simple door openings, approximately 1m wide, through solid masonry walls – for opening locations and details refer to Wright & wright Architects drawings included in their planning report.

Openings at ground, first and third floor levels are to be formed by the insertion of new RC lintels.

The lateral connection at third floor level is at the location of the existing timber staircase coming up from second floor, in No. 15 Bedford Square. In order to allow access to the connection over the staircase the proposal is to infill part of the staircase opening through the third floor using a new timber joisted floor, similar to the existing floor structure.

At this stage the design allows for the opening at basement level to be created using a steel frame on a RC ground beam to help spread the load evenly back into the existing foundations and reduce the potential for differential settlement. The foundation details will be checked by carrying out trial pits to determine the existing foundation and ground condition. It may be found that the existing foundation depth and ground condition is adequate for the opening at basement level to be formed by the insertion of new RC lintels, as per the upper floors.

There is nothing unusual or complicated in these proposals, which are straightforward.

4.0 Sequence of Construction and Method Statement

Prior to construction ABA will produce drawings showing the permanent works and also provide an assumed construction sequence to assist the contractor to plan the works. There will be a requirement that the contractor submits detailed method statements and his own construction sequence, including temporary works proposals. These will be reviewed and if necessary revised before works are permitted to start.

APPENDIX 1.0 MINUTE OF PRE-APPLICATION MEETING

PROJECT

The Paul Mellon Centre

DATE

06.08.2014

WRIGHT & WRIGHT ARCHITECTS

MINUTES

PRESENT

Sandy Wright [SW], Antonia Powell [AP], Song Yun Eng [SE], Anthony Newton [AN]

CIRCULATION

Martin Postle, Simon Woods and Simon Lewis

TABLED

Pre-Application Submission Package/ current Demolition and Proposed Drawings

NOTES

1.0 GROUND FLOOR

ACTION

1.1

G2 Seminar Room: AP noted that the existing cupboard – where the riser is currently located – is an existing feature of the properties of Bedford Square and should remain intact. AP stated that she was in principal happy with the proposed opening (Lateral Connection: GFLCo1) but it should be detailed so that the door and the cupboard remain. SW was in agreement and WW to amend drawings accordingly.

WW

1.2

G2 Seminar Room: AP was against the proposal to add a reception window between the G2 Reception and G1 Lobby, despite the precedent that has been set at no. 14. SW was in agreement. WW to remove reception window from drawings. The internal layout of the room can be readjusted.

WW

1.3

G5 Room 15.1: AP stated that the proposals should retain the existing doorway BD27 into no.14. ISG are reinstating the door at this location in their works. AP advised that this would be more favourable rather than blocking up. WW to amend drawings to show a locked door at this location.

WW

1.4

SC3: AP stated that she agreed, in principal, to the new opening. However the joinery details are to be agreed. SW suggested mimicking the existing door details in the lobby. WW to develop this.

WW

1.5

SC3 Lobby: AP assumed that the existing lobby door GD.09 and window were original, and that draft lobbies are common in buildings of this type. AP stated that this should be retained unless there is further justification for its removal.

2.0 BASEMENT

ACTION

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2.1	B12 Room 15.C: AP stated that the proposals for the removal of door BD.24; the removal of window W15.B03; and the replacement door in the extents of window W15.B03 did not affect anything historically important. AP noted that a single door would probably be more historically accurate and appropriate here.
2.2	B12. Room 15.C: AP agreed in principal to the new lateral connection BFLCo2.
2.3	B11 Room 15.F and B14 Room 15B: AP agreed in principal to the new doorway into B14 Room 15B. However, she stated that less demolition of the existing fabric would be more favourable. WW to update proposed drawings to show minimal demolition of this wall.
2.4	B10 Room 15.D: AP agreed in principal to the movement of the door, and the re-hinging – for fire safety strategy – of the external door (BD.34)
2.5	B13 Room 15A: AP questioned whether a suspended ceiling was to be reinstalled. WW stated that this was not to be the case. AP agreed that this would be more favourable.
2.6	B1 Lockers: AP agreed in principal to the removal of the cupboards.
2.7	SC1: AP questioned the reason for moving the existing doorway BD.28. WW stated that this was to create a more space efficient archive. AP agreed in principal to the moving of the existing doorways BD.28.
2.8	B2. Student Room: AP agreed in principal to the lateral connection BFLCo1.
2.9	B7. Librarians Office: AP agreed in principal to the lateral connection BFLCo2. She stated that the proposed drawings should show the real extents of demolition. WW to update drawings accordingly.
2.10	B9. Mews and 18a Mews: AP stated that since the partition wall was not original and of breeze block construction that she would not be against the proposals.
3.0 FIRST	ACTION
3.1	SC3: AP stated that she was unsure on the lateral connection FFCLo1. AP and SW discussed the possibility of matching the joinery of the existing hallway doors. SW highlighted the difficulty of matching the timber joinery in both buildings with just one door.
3.2	F5 Room 15.5: AP stated that the door between no. 15 and no.14 (FD.12) should remain. AP noted that the doors FD.08 and FD.11 should be updated to properly proportioned doors. SW agreed that the works should include the removal of the frame and head to reinstate the door. SD stated that all doors on the first floor within no. 15 should remain four panel doors to match existing.
3.3	F2 Office: AP suggested the introduction of a jib door to the proposed Lateral Connect FFCLo1 (with skirting across) to minimise its impact of the room's existing character.
4.0 SECOND	ACTION
4.1	S5 Room 15.7: AP was in agreement with SW that the second floor window W15.S03 should be replaced to match the two existing windows in that floor – a two-over-two sash window.
4.2	S5 Room 15.7: AP was in agreement with the proposals to partition the room. She stated that the wall splay, the two existing fires and the downstand beam suggest that the room was once split into two. The proposals, therefore, SP stated follow the original floor plan. WW to include the existing downstand beam in drawings.
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5.0 THIRD FLOOR	ACTION
5.1	SC3: AP recommended fewer alterations to the partitions at this level. AP suggested retaining the existing partition wall of T8 Room 15.12 and adding a door directly opposite the proposed Lateral Connection TFLCo1. This would result in just one minor element of demolition of the wall and the removal of door TD.09. SW agreed that this would be a suitable layout. WW to updated drawings to take into account these comments.
5.2	AP stated that the existing cupboard should be retained, so it does not alter the proportions and character of the original domestic hallway. This would involve retaining and re-hinging door TD.07. AP recommended that the proposed door (Lateral Connection TFLCo1) should mirror the existing door TD.07.
6.0 GENERAL COMMENTS	ACTION
6.1	AP noted that WW's drawings should show the minimal amount of demolition. WW to update accordingly.
6.2	SW noted that new shutters would need to be added to the proposed archives in the basement. AP stated that she would need to see details of these. She stated that these could become a Condition in the possible approval or WW could provide the detail in the Planning Application. SW stated that WW would not be providing this information in the Planning Application, and would be happy to submit as part of a condition.
6.3	AN queried whether there was a need for a Change of Use application for 18a Mews. AP stated she could not advise on this, however she believed that its use would be considered to be ancillary to the Paul Mellon Centre. SW stated that WW would ask Bedford Estates for more information.
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