



Concept Proposal for
Old Post Office, Plockton

0108.ID.001 V2/ Oct 22

Version 2

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The Old Post Office, Plockton

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1.00 Introduction, Site & Context

1.1 Introduction & site location

Plockton & District Community Trust (PDCT) is in the process of negotiating the purchase of Plockton's Old Post Office at 21 Harbour Street from the National Trust for Scotland.

Plockton's Old Post Office is located on Harbour Street, the main street in Plockton. It is grade C listed and sits within the Plockton Conservation Area. It is currently used as a community paper shop and an outlet for local crafts and knitting (during the season). It is a modest building in scale, forming a single space internally with a small cupboard (formerly a WC) and a stone built out building to the rear and has been used informally by the community for over twenty years.

PDCT wish to safeguard the building for community use and to look at options to modernise and develop it. The project will consider three development options to concept design stage (RIBA Workstage 2)

Option 1 Basic development – budget not exceeding £15k

Option 2 Intermediate development - budget not exceeding £50K

Option 3 Advanced development – budget not exceeding £150k

These option, once presented to PDCT and discussed will then be condensed into a preferred option and costed to a budget agreed with PDCT.

Our Team

olli blair architects - Architect/Lead Consultant

G R Cantlay - Quantity Surveyors





The Old Post Office, Plockton

2.1 Existing site

The building is a single storey, stone built building with a single window and a single door on the principle elevation facing the street. To the rear there are two windows but one has been covered over internally to form the cupboard. This is where the WC used to be sited. It is likely that the drainage for this has been capped off.

It has cast iron rainwater goods painted bright red and a 'tin' roof and appears to be uninsulated internally. A community noticeboard is fixed to the front elevation and the letter box through the front wall that served the old post office has been retained. It makes a positive contribution to the Plockton streetscape.

There is a small passage between the building and no.20 which gives access to the rear but it is unclear as to who's ownership this is under.

Part of the rear wall acts as retaining for the garden ground beyond, and a short distance from the rear wall is a semi-derelict stone outbuilding. Beyond that is further garden and the ground slopes steeply up to meet The Brae at the rear. There are a number of mature trees but access is severely restricted due to undergrowth, rough ground and the stone outbuilding.

There are overhead power lines attaching to the chimney bringing electric to the building.

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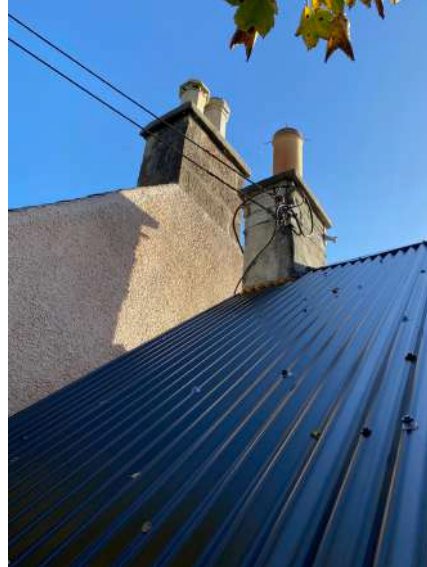
1.03 Site Photographs

These photographs were taken during site visits undertaken on 22nd October 2021 and 1st November 2021.

Pg 4 includes exterior images of the Post Office from various spots along Harbour Street.

Pg 5 includes images of the rear of the Post Office and the semi derelict outbuilding.





1.04 Site Analysis



Existing Site Analysis - Old Post Office

2.00 Design Proposals

2.01 Introduction & design principles

Our proposals utilise the space and opportunities within the building and looks at opportunities for further accommodation that breaks out of the existing footprint. A simple palette of materials will be used to complement the existing context.

The proposals are intended to improve and enhance the shop functionality resulting in better quality, low maintenance, warm and pleasant space. Below are details of how we will achieve this.

2.02 Design Quality & Approach

Design Quality

Our approach is to design buildings that are contemporary and contextual with an emphasis on sustainability, local materials and reuse

Of particular importance is engaging and improving the ways in which the building is currently used and the needs and aspirations of the local community beyond the current set up. This informs all of the options but particularly options 2 & 3 (as defined in the tender documentation).

Sustainability is a key driver of the design solution. By that we mean suitability and functionality in its location and context; the creation of high quality, attractive spaces; the minimisation of waste and retention of existing structure to avoid embodied carbon costs; consideration of low energy and/or renewable services with the view to achieving low running costs; and the specification of local, and/or low carbon materials.

We seek to design for minimising waste by looking at three main areas:

- a. The reuse of the existing structure and materials generated during strip out phase
- b. The specification and use of materials that will minimise waste. Considering the build up of layers in construction can provide solutions in this respect. For example the use of hempcrete can eliminate membranes, timber framing & plasterboard.
- c. The use of off site manufacture (if appropriate) – dependant on the scale and design of works SIPs or another form of pre-fabrication may be appropriate for new extensions.

We look, in particular, at three strands of sustainability:

1. Waste materials generated from the project - reuse of stone, metal sheeting, timber etc from the outbuilding; timber studwork, linings etc.
2. Use of local materials - over ordered or reclaimed materials for any live local building projects; abundantly available local materials such as stone (internal/external walls), turf (roof coverings) etc.
3. Legacy/ Future vision - what functions would suit the community in this location? Is there appetite within the community to set up a micro business resulting from processes or functions arising from this project? is supporting local business with hot desking provision or meeting rooms a priority for the community and achievable on a viable scale? should any new spaces look to support facilities and measures to reduce social isolation? Would small allotments of a community garden of some description, supporting a local micro business be viable? or a micro business incubator?

2.03 Site Constraints & Opportunities

Constraints

There are a number of significant constraints that require further investigation and clarification:

- there is a significant change of level of around 10m from Harbour Street to the top of the site at the Brae, with direct access only viable off the Brae with some enabling work or through the neighbouring property to the east. An experienced digger driver/machine operator should be contacted for advice.
- there are overhead power lines to the rear of most (or all) of the properties on Harbour Street. These may have to be routed underground to allow development to be undertaken. SSSEN should be contacted for further advice.
- careful consideration to reduce any impact on local use and access when building work is going on.
- if the extension options are pursued requiring an addition use (in planning terms) the provision of dedicated parking may be required

Opportunities

Due to the ongoing supportive community group there are a number of opportunities:

- a Plockton archive either through additional floor space or by using existing wall space. There is potential for collaboration with archivist Catherine MacPhee in Skye to set this up. The building could provide the space to store and display items for both the community and visitors. PDCT may wish to visit the newly refurbished Kyle Station Museum to see how this has been handled there.
- display space or hot desking for small micro business in a welcoming and open space that encourages interaction between community members.
- potential for shared outdoor community spaces through new access and/or terraced gardens or allotments.

Sustainability

Solar Power

Pro's : Easy to install; Renewable Electricity; More aesthetically pleasing to locals as no disruption to surroundings, potential receive payments for surplus energy generated

Con's : Inconsistent yearly pattern with consequential inefficiencies

Air Source Heat Pump

It works best with constant low heating in well insulated buildings, this is something that PCDT would need to consider in how they intend to use the building.

Pro's : Easy to install, low maintenance, low level constant heat, high efficiency, nice environment inside, can be used with Solar PV, long life-span

Con's : Heats up slowly so would need planning to be warm when required, higher initial cost, uses more electricity

Insulation

Our approach is to look at reducing the build up of layers using robust, natural, breathable materials with high performance insulating values that do not compromise performance. Breathable construction performs excellently in insulation terms and has been said to improve internal air quality.

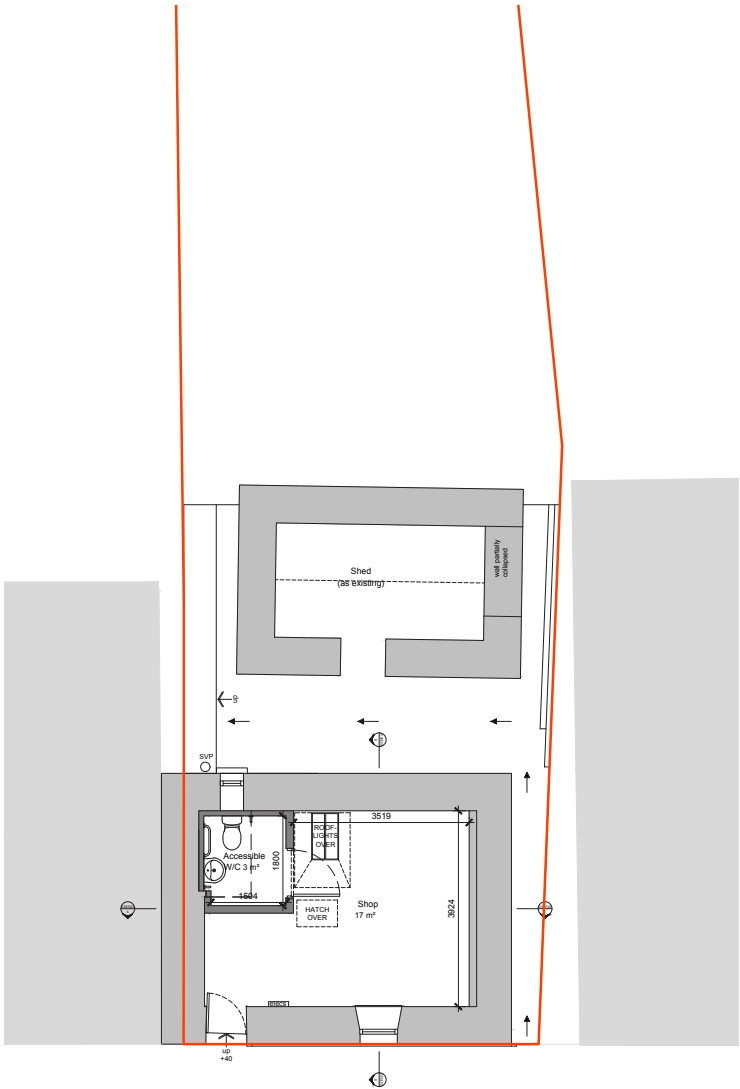
Reduction of Energy Usage

The key areas to explore will be around fabric improvement, efficient heating systems and the integration of renewables (for which there may still small be amounts of funding available). A highly efficient, air tight fabric treatment will obviously require less energy to run but comes at a price that the budget may not be able to stretch too. Clearly the opportunities for fabric improvement in a deep retrofit like this are significant.

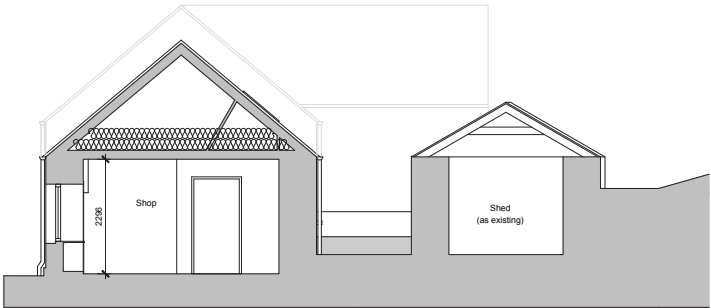
Affordability, funding availability and budget constraints will determine the full extent of what options can be incorporated within the construction phase.

3.00 Proposal Options

3.01 Option 1



FLOOR PLAN
Red line/boundary shown assumed. To be confirmed by title



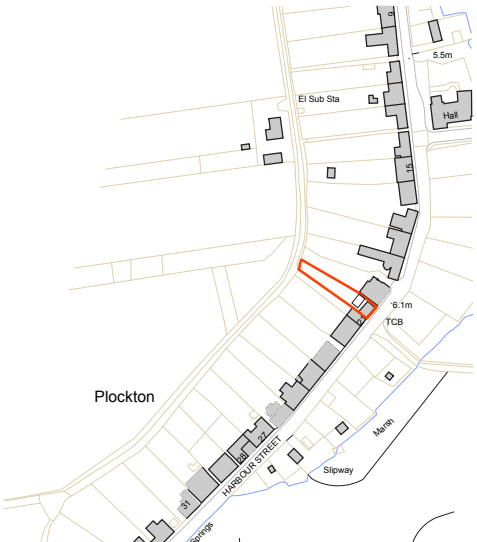
SECTION B-B



SECTION A-A



Block Plan
scale in metres 1:500
Red line/boundary shown assumed. To be confirmed by title.



Location Plan
scale in metres 1:1250
Red line/boundary shown assumed. To be confirmed by title.

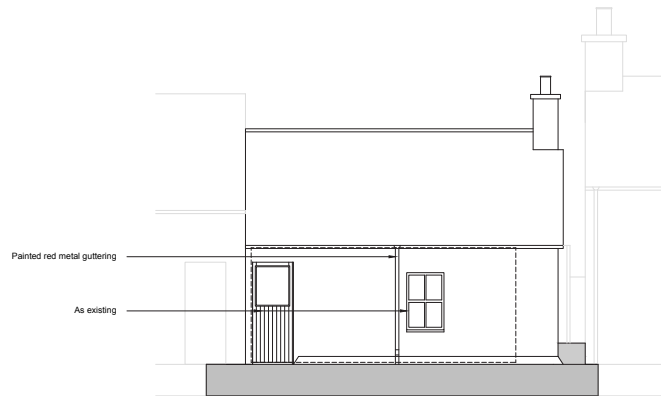
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Option 1

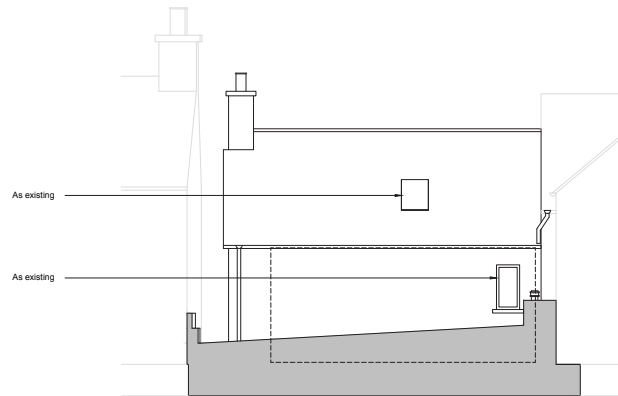
adapt existing shop to try reach current regulations to increase energy efficiency and running costs.

provides an accessible WC for staff/public.

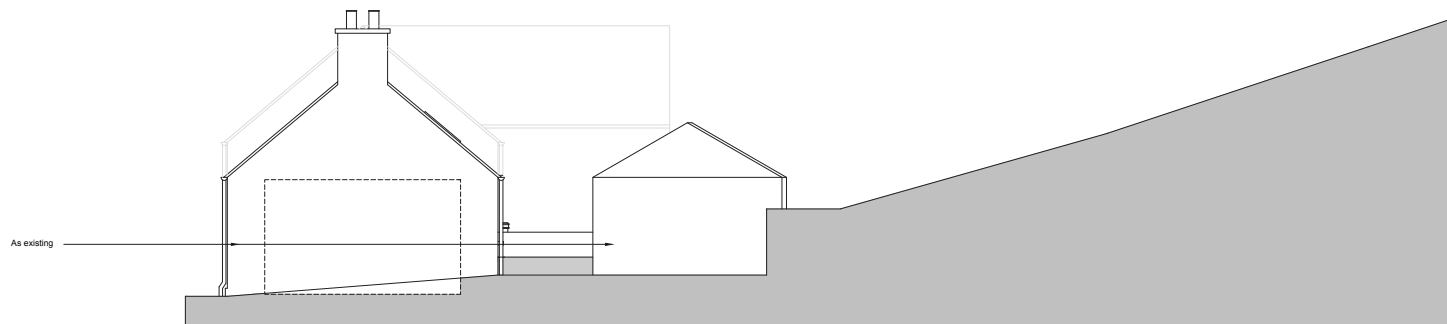
insulation of loft (and insulate existing walls if budget allows)



NORTH WEST ELEVATION

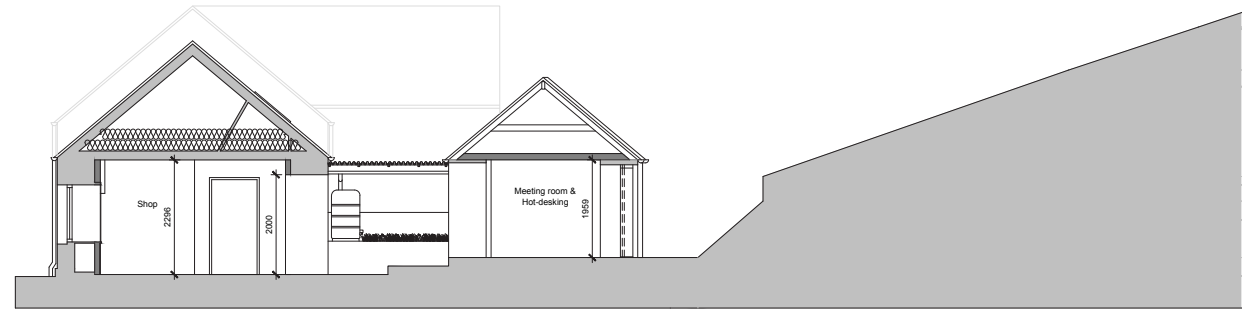


SOUTH EAST ELEVATION



SOUTH WEST ELEVATION

Red line/boundary shown assumed. To be confirmed by title



SECTION B-B



scale in metres 1:500
Red line/boundary shown assumed. To be confirmed by title.

11

Option 2

adapt existing shop to meet current regulations to increase energy efficiency and running costs.

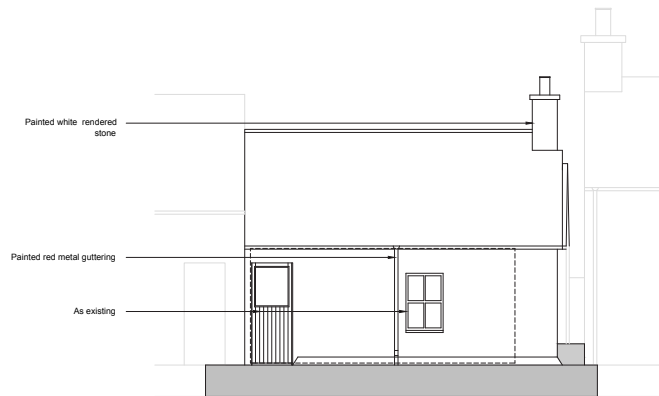
provides an accessible WC for staff/public.

protected and safe access to outbuilding.

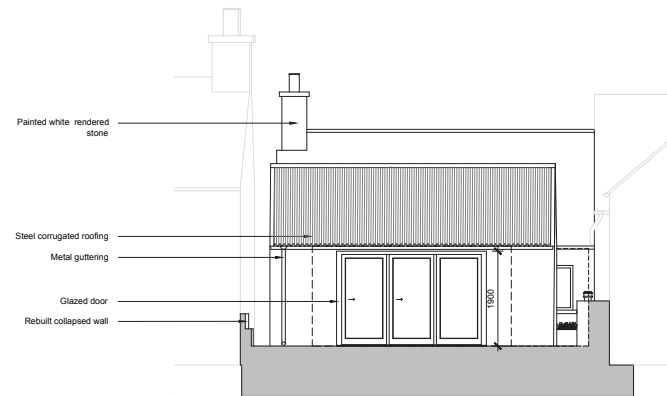
rebuild existing outbuilding to be watertight for store and potential future meeting room.

creates access to site behind outbuilding.

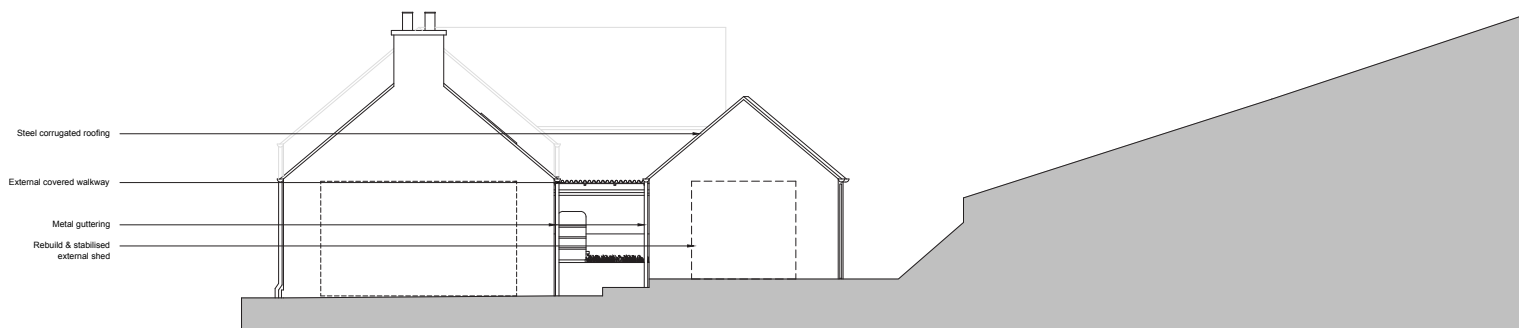
potential development of future terraced allotments to rear.



NORTH WEST ELEVATION

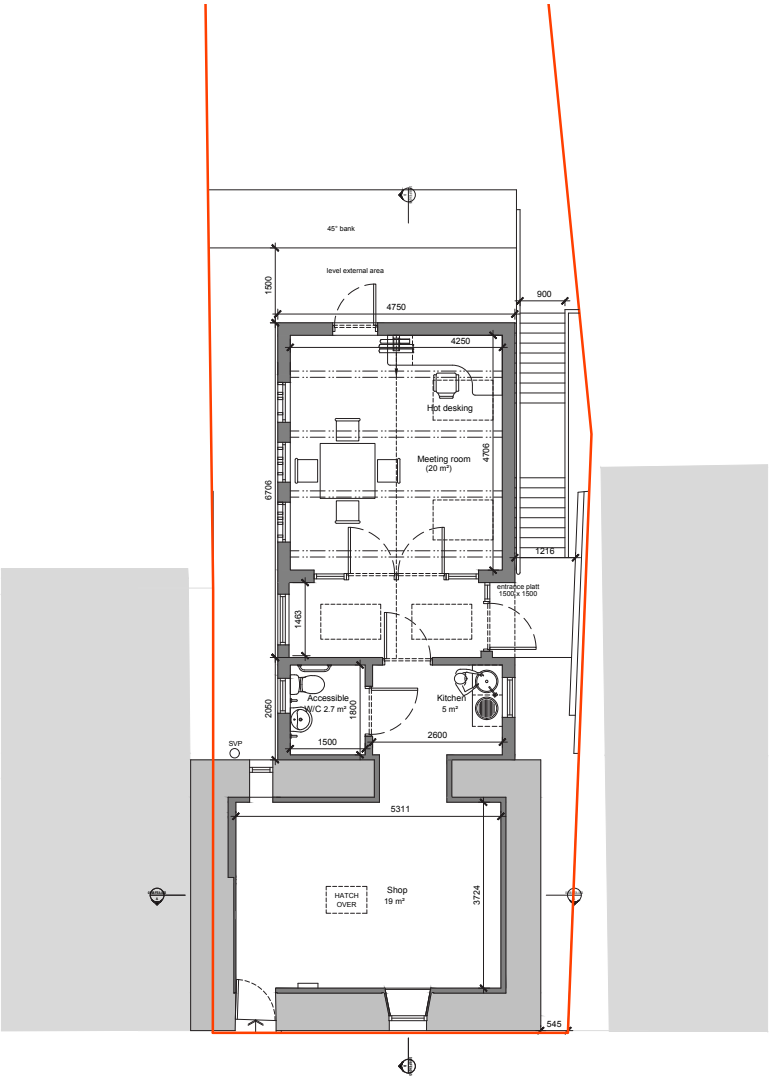


SOUTH EAST ELEVATION

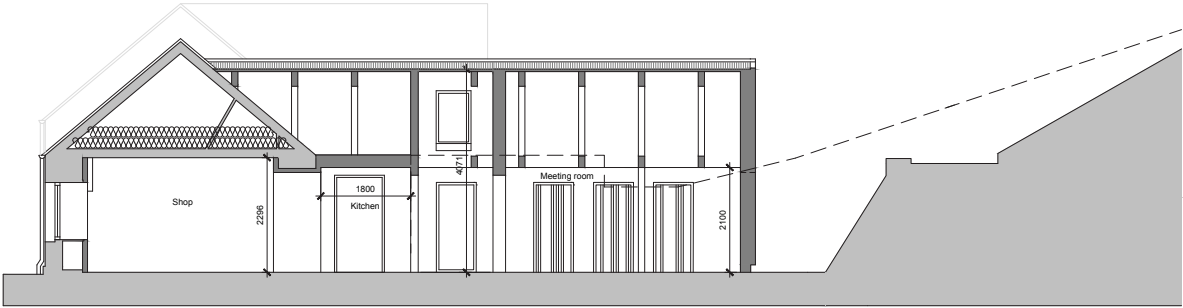


SOUTH WEST ELEVATION

3.03 Option 3



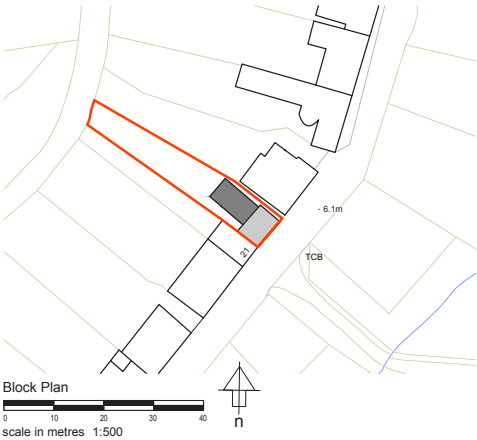
FLOOR PLAN
Red line/boundary shown assumed. To be confirmed by title



SECTION B-B



SECTION A-A



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Option 3

adapt existing shop to meet current regulations to increase energy efficiency and running costs.

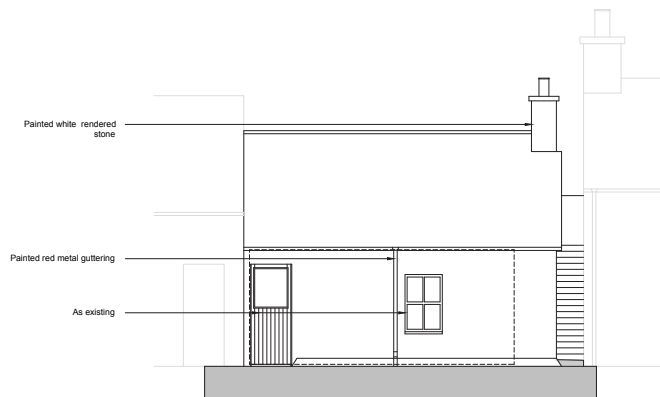
new built extension to replace outbuilding, creating a light flexible meeting area.

dividable space throughout extension for multiple uses.

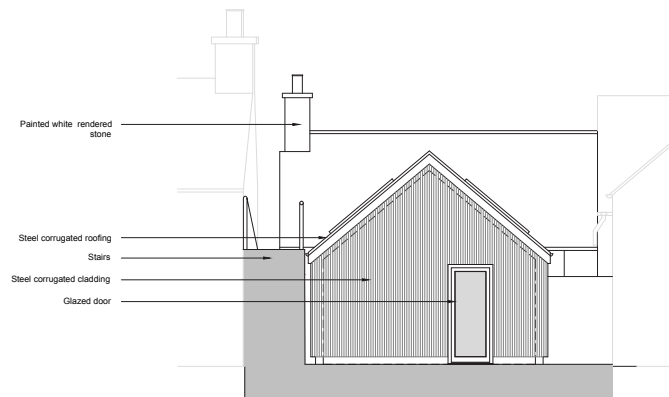
provides an accessible WC for staff/public and small kitchen for users.

creates access to site behind outbuilding.

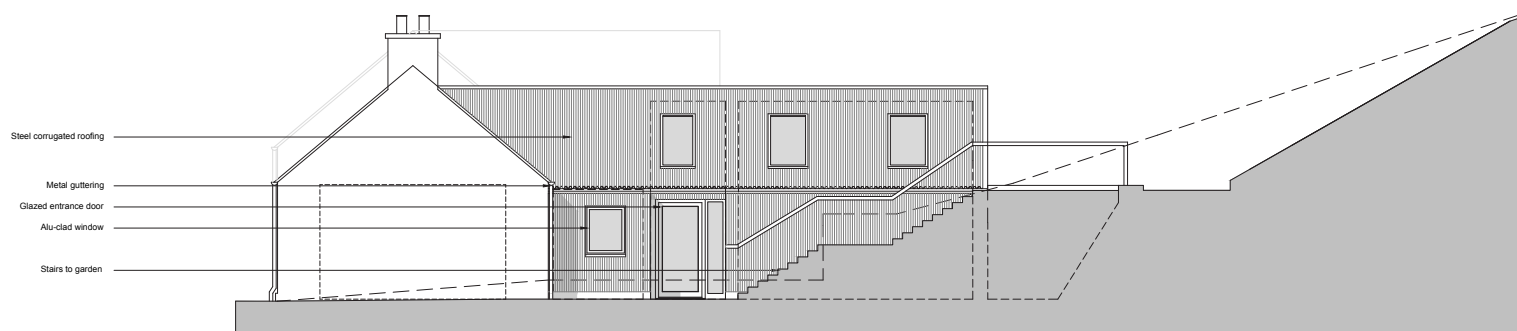
potential development of future terraced allotments to rear.



NORTH WEST ELEVATION



SOUTH EAST ELEVATION



SOUTH WEST ELEVATION

3.04 Costings

PROPOSED REFURBISHMENT OF EXISTING POST OFFICE AT PLOCKTON

FEASIBILITY BUDGET OPTIONS COST SUMMARY

29/09/2022

Option 1

Shop Refurbishment	£13,000.00
Store Rebuild	n/a
Covered Walkway	n/a
External Works	£4,500.00
Preliminaries	£1,750.00
Contingencies	£1,000.00

£20,250.00

say £20,000.00

Option 2

Shop Refurbishment	£23,000.00
Store Refurbishment	£21,000.00
Covered Walkway	£1,100.00
External Works	£10,000.00
Preliminaries	£5,000.00
Contingencies	£2,000.00

£62,100.00

say £62,000.00

Option 3

Shop Refurbishment	£16,000.00
Rear Extension	£101,500.00
External Works	£30,000.00
Preliminaries	£25,000.00
Contingencies	£8,500.00

Total £181,000.00

say £181,000.00

Exclusions:

Loose furniture and fittings
Blinds
Shop shelving and display cabinets
Data wiring installation
White goods
New Water and Electrical statutory connections
Works to future rear allotments
Professional Fees
VAT

Draft costings prepared by G R Cantlay,
Quantity Surveyor.

In line with common practice exclusions
are noted. These include VAT, Statutory
connections, fees, furniture etc.

It is recommended that VAT status is
discussed with your accountant.

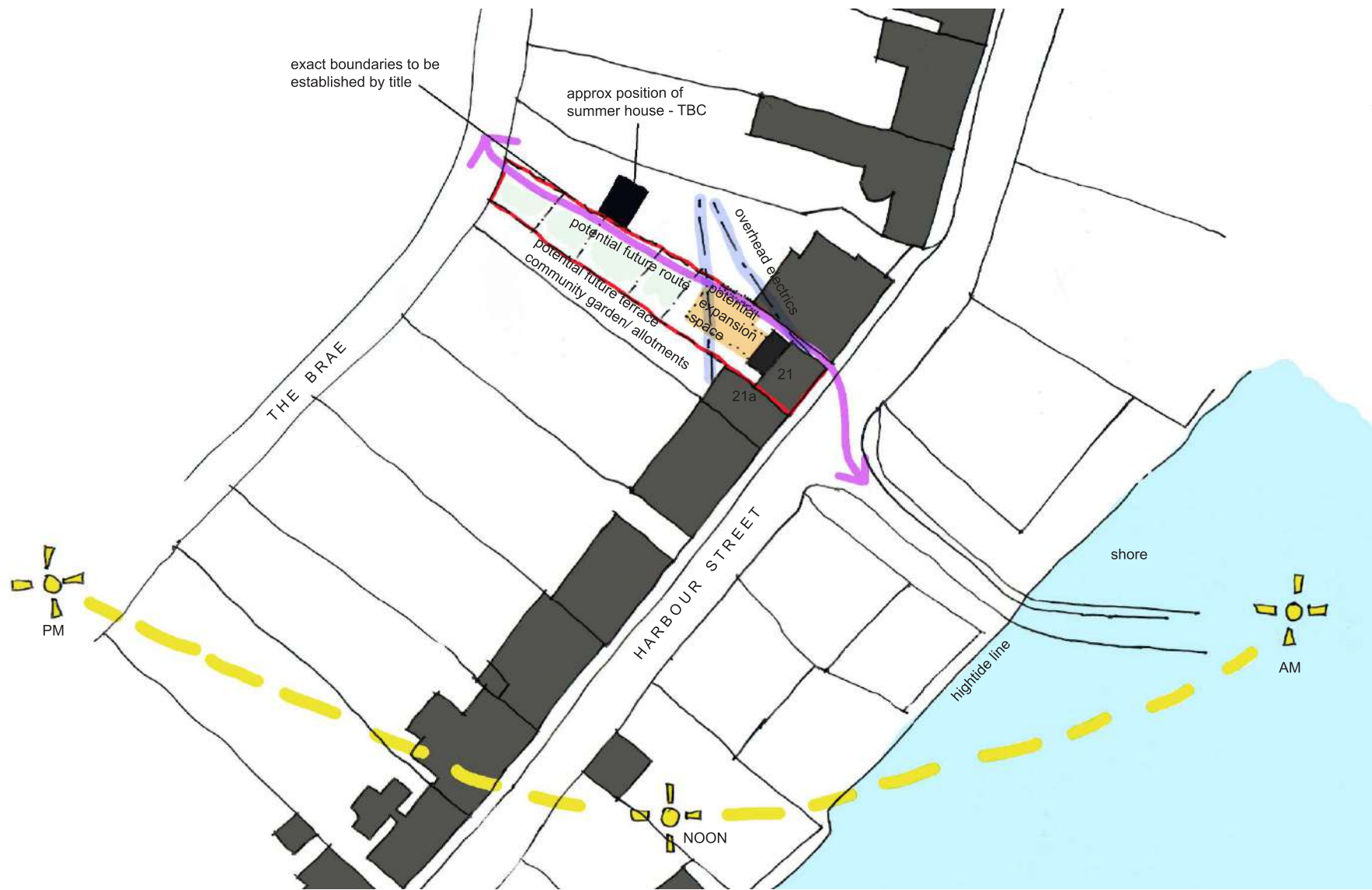
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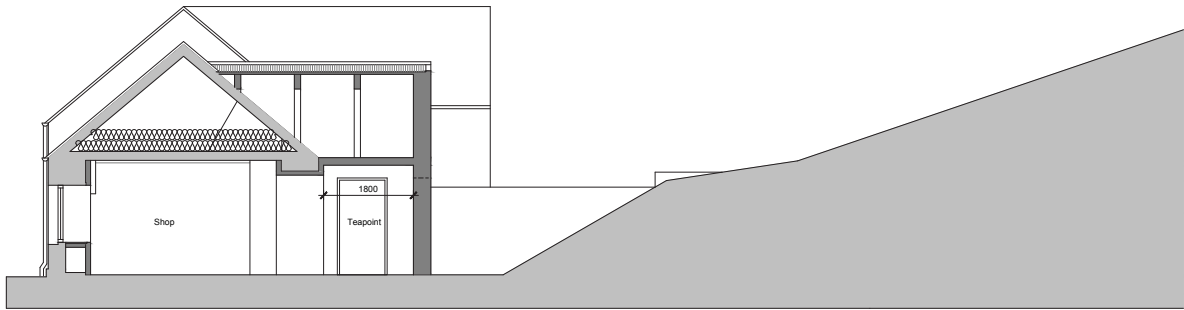
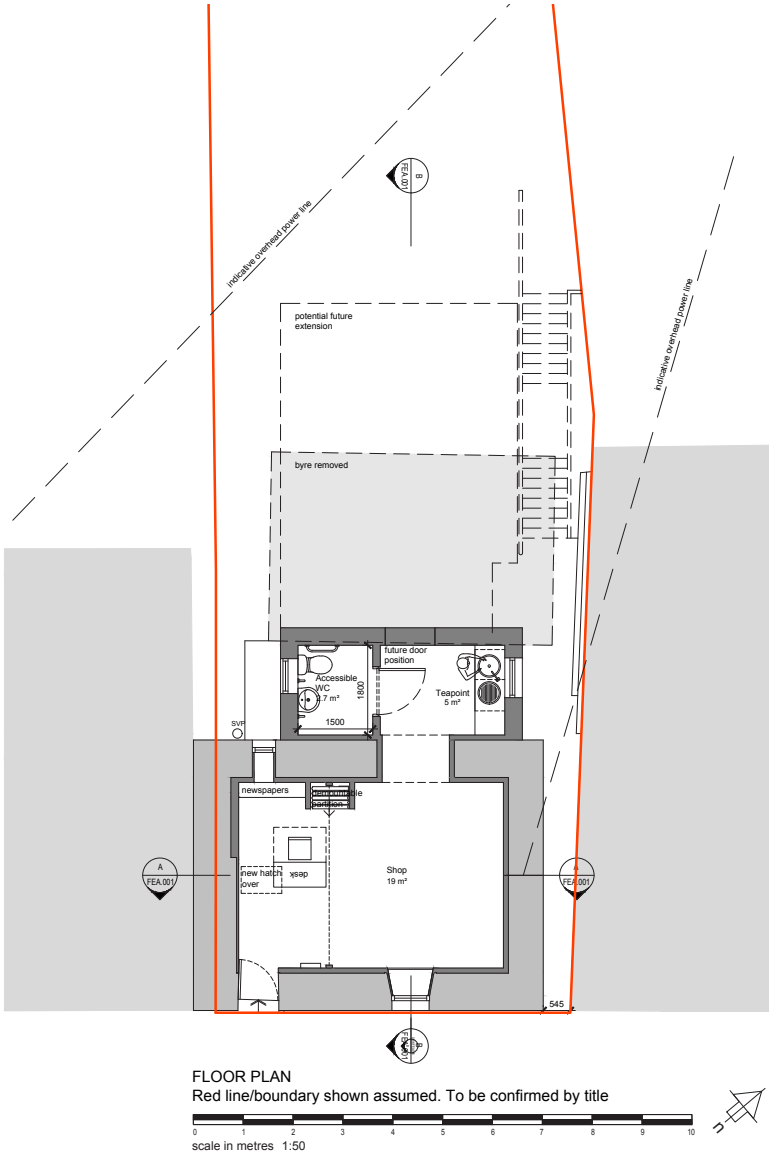
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4.00 Preferred Option

4.01 Concept & Future Development Potential



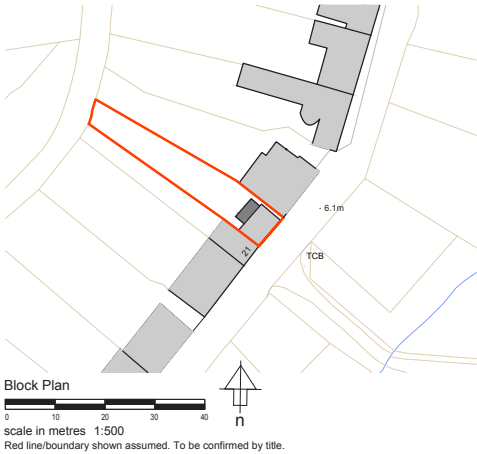
4.02 Drawings



SECTION B-B



SECTION A-A

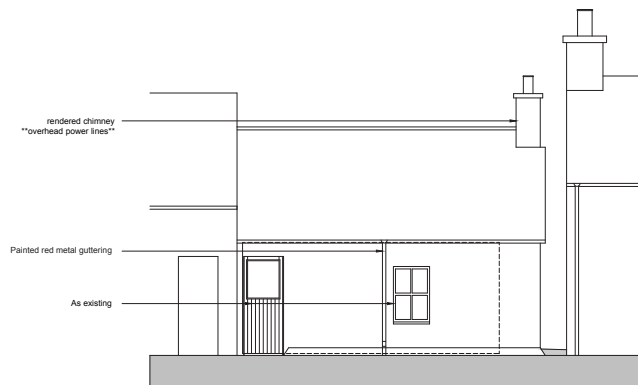


Preferred Option

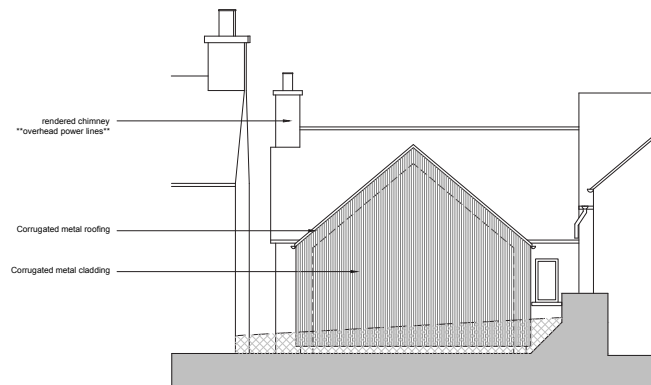
adapt and insulate existing shop to current regulations to increase energy efficiency and running costs.

provides an accessible WC staff/public and teapoint.

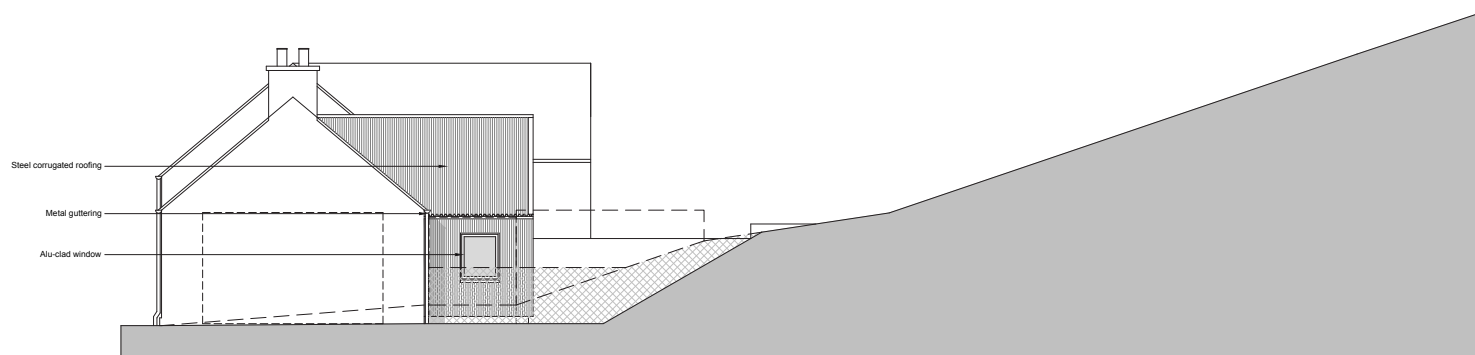
identifies a strategy for potential future development of the site.



NORTH WEST ELEVATION



SOUTH EAST ELEVATION



SOUTH WEST ELEVATION

4.03 Costings

PROPOSED REFURBISHMENT OF EXISTING POST OFFICE
AT
PLOCKTON

Feasibility Budget Cost
Preferred Scheme Option

DRAFT

GR CANTLAY LTD

03 October 2022

PROPOSED REFURBISHMENT OF EXISTING POST OFFICE
AT PLOCKTON

FEASIBILITY BUDGET COST SUMMARY - PREFERRED SCHEME OPTION03/10/2022

Preferred Scheme Option	
Shop Refurbishment	£22,500.00
Rear Extension	£33,000.00
External Works	£22,000.00
Preliminaries	£15,000.00
Contingencies	£5,000.00
Total	£97,500.00
say	£100,000.00

Exclusions:
Loose furniture and fittings
Blinds
Shop shelving and display cabinets
Data wiring installation
Intruder alarm
White goods
Works to future rear allotments
Professional Fees
VAT

Draft costings prepared by G R Cantlay, Quantity Surveyor based on the agreed budget of £100K.

In line with common practice exclusions are noted. These include VAT, fees, furniture etc.

Provisional allowances have been made for statutory services and connections and isolation of overhead services.

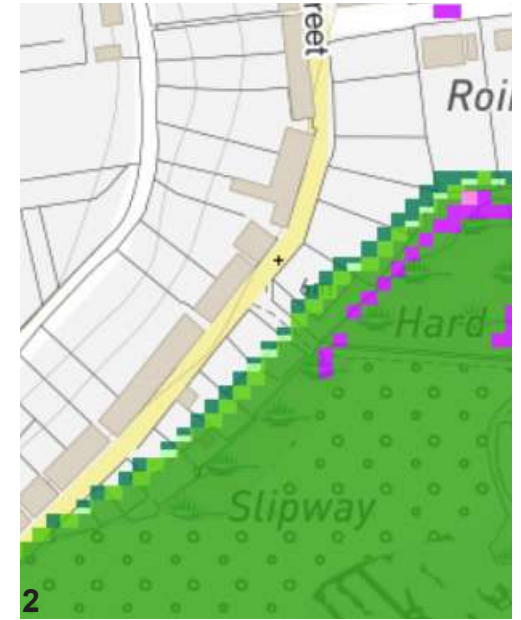
It is recommended that your VAT status is discussed with your accountant.

5.00 Next Steps

5.01 Planning context & consent

The heritage status of the buildings will require discussion but given the current condition of the building the proposal to retain and improve the existing structure are likely to be treated positively. As the front street elevation remains unchanged and all development proposals are identified to the rear there should be little objection.

SEPA, who are a statutory consultee, have recently revised their 200 year flood assessments to take into account climate change and rising sea levels. Current flood mapping is shown to the right, which shows the site itself is not within an at risk area. As there is no change of use it is unlikely that this will affect the applications.



5.02 Condition of site

The existing building would benefit significantly for insulating up to current standards. The existing store to the rear is in a state of disrepair but due to its simple construction appears to reasonably easily salvageable.

Topographical survey, site soils & ground investigations will be required. SSEN should be contacted in respect of the overhead power lines and a ground work contractor should be contacted to discuss access provisions from the Brae

5.03 Next Steps

After agreement of preferred option, and subject to funding, we would expect the project to progress as follows:

- appointment of architect to stage 3. Commissioning of a topographical survey.
- development of agreed scheme; client sign off; application for planning permission and listed building consent.
- appointment of design team (architect, structural engineer, QS, M&E) to stage 4.
- preparation of building warrant package; client sign off; application for building warrant
- contractor discussions and agreement of how to manage later stages (including assessment of requirement for specification information and construction phase)

1. Extract from SEPA flood maps (green indicating high flood risk)
2. Extract from SEPA flood maps (green indicating high flood risk)

6.00 Summary

6.01 Summary

This document looks at options for the updating + improving of the old post office to best serve the Plockton community and retain the building within the community.

The outcome is a version of the three options condensed into a preferred option in discussion with PDCT.

Olli Blair
director

olliblairarchitects

October 2022