



Design & Access Statement  
Old Post Office, Plockton  
0108.D&A.001

Version 1

olli  
blair  
architects

# Design & Access Statement

## The Old Post Office, Plockton

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// Author : AD/OB  
olli blair architects ltd  
t: +44 (0)7500 601940  
e: olli@olliblair.scot  
www.olliblair.co.uk

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# 1.0 APPLICATION SUMMARY

## 1.1 Applicant and Agent detail

Applicant:  
**Plockton & District Community Trust (PDCT),**  
Cnoc Blar  
The Brae  
Plockton  
IV52 8TH

Agent:  
**olli blair architects,**  
11 Harbour Street  
Plockton  
IV52 8TG

## 1.2 Description

The application is for a single storey extension to the rear of the property, including creating a structural opening, removal of dilapidated shed to the rear and internal alterations to improve building performance. It 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. The proposed extension will be small in scale, keeping in character with the modest building.

## 1.3 Format

We have referred to a document produced by CABE entitled ‘Design & Access Statements – How to write, read and use them.’  
‘A Design & Access Statement can be presented in various formats. For most straightforward planning applications, the statement maybe only short, for some only a page may be needed.’ The CABE document suggests that the writer should ‘keep it short and to the point.’

In addition we have referred to Highland Council’s guidance document ‘DESIGN STATEMENTS & DESIGN AND ACCESS STATEMENTS’

# 2.0 SITE & CONTEXT

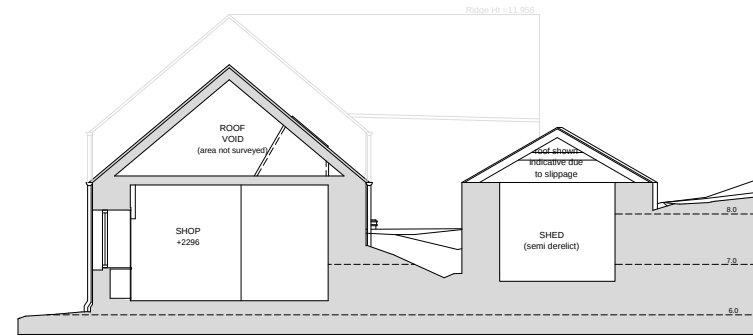
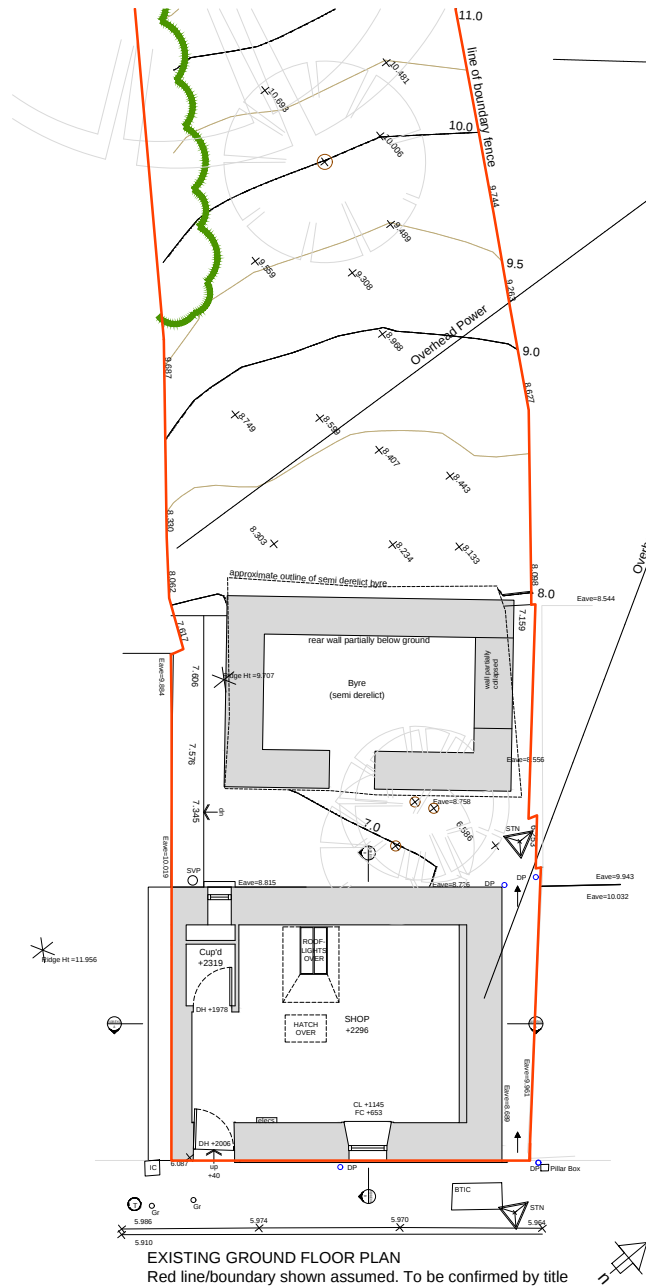
## 2.1 Site location & context



## 2.2 Site appraisal

The application site is located on Harbour Street, the main street in Plockton. It is grade C listed and sits within the Plockton Conservation Area. Facing the street, the single storey, stone built building sits at the south east boundary of the site, behind the existing building there 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 here, at the north west of the site.

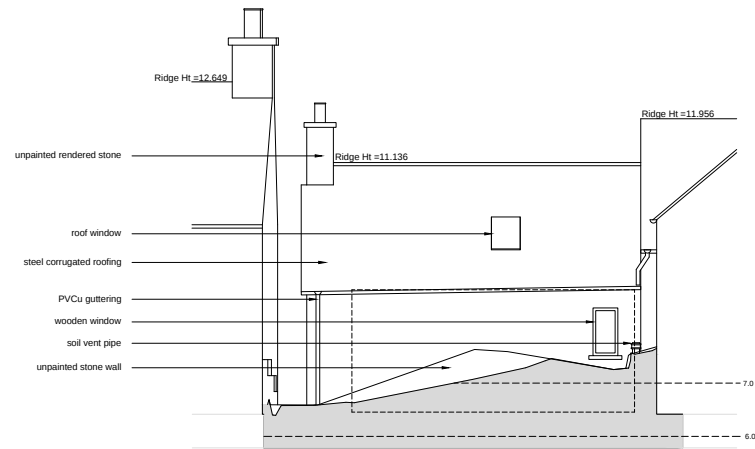




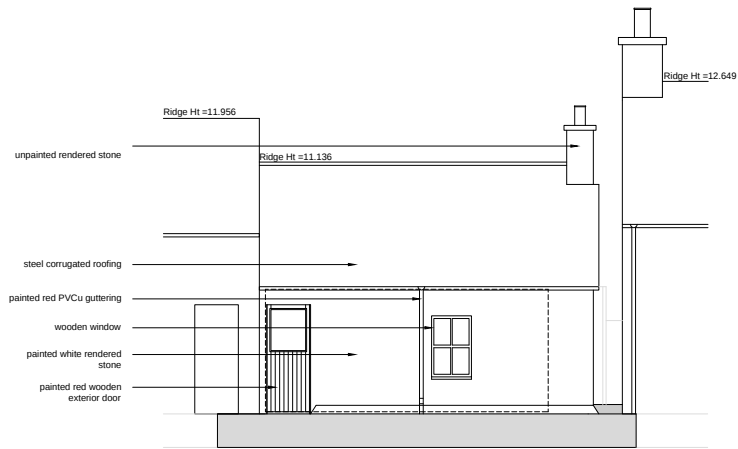
SECTION B-B



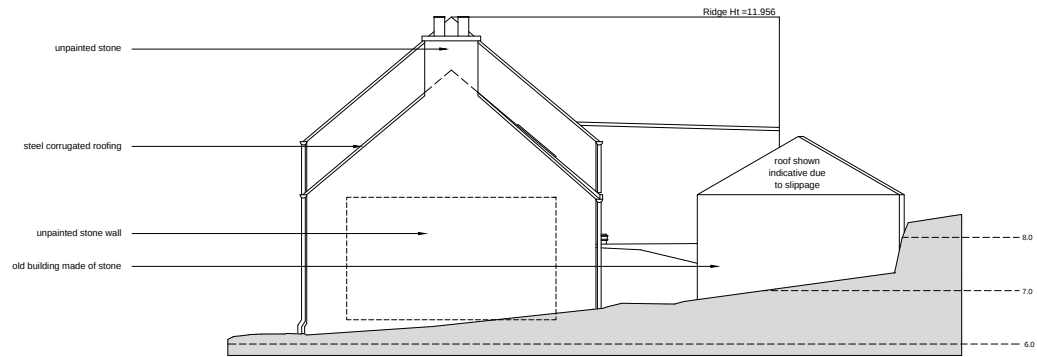
SECTION A-A



SOUTH EAST ELEVATION



NORTH WEST ELEVATION

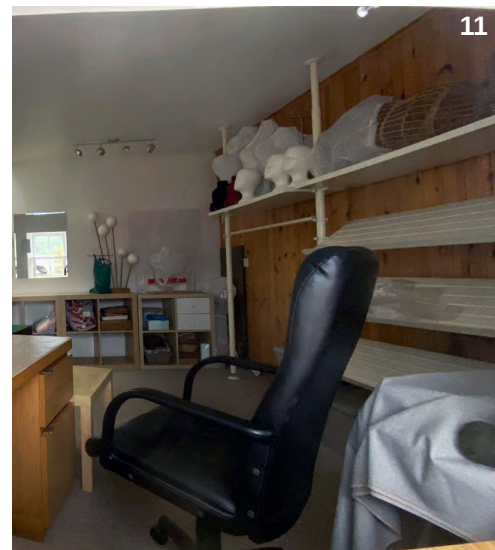
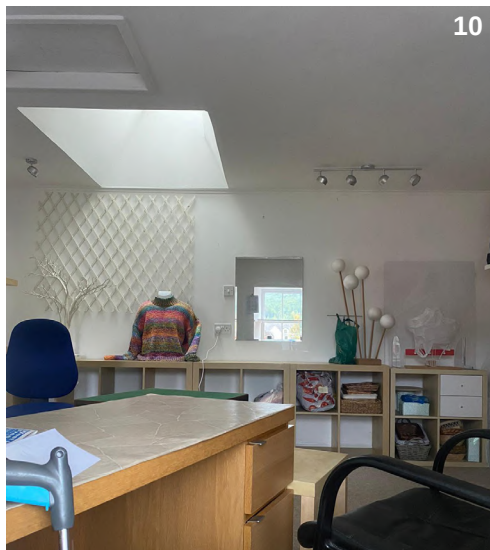


SOUTH WEST ELEVATION

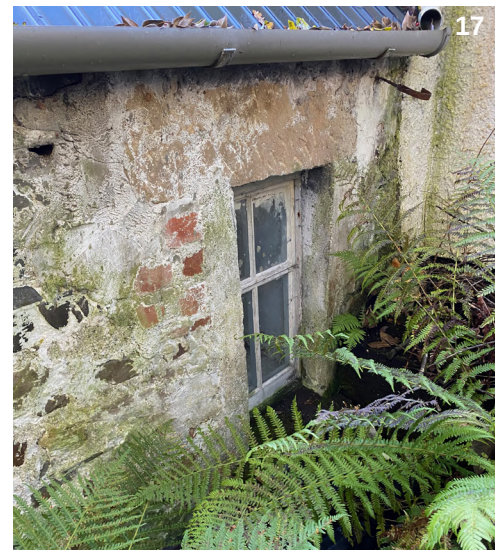
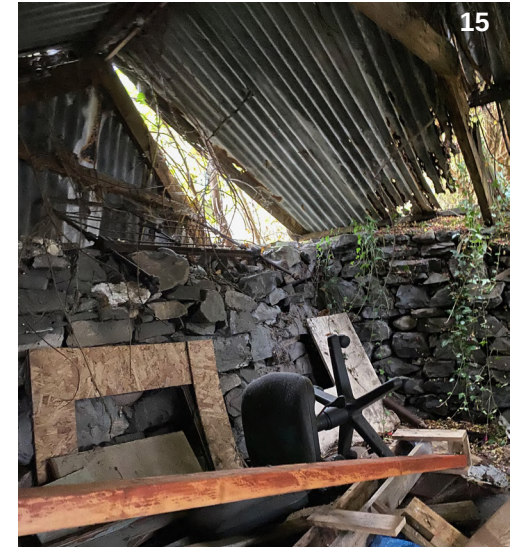
2.3 Site photographs

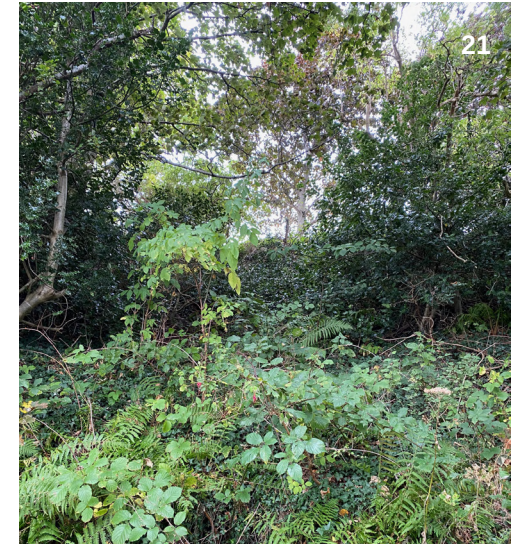
These photographs were taken during site visits undertaken between October 2021 and October 2023.





- 1+2. View across Harbour Street to The Old Post Office
- 3. Access between no.20 & The Old Post Office
- 4. View to site through access
- 5. Dilapidated shed and rear of the building
- 6. Roof finish and roof light looking east
- 7. Roof relationship to no. 21a
- 8. Internal roof structure
- 9. Cupboard in internal roof (disused wc)
- 10. Internal light well from roof light
- 11. Internal wall fishes looking toward back of the building





- 12. Dilapidated shed, boundary block wall and no. 20
- 13. View from inside shed towards no. 20
- 14. Young holly, sycamore & alder trees between dilapidated shed and rear of building
- 15. Inside shed towards south, to no.21a
- 16. Back wall of dilapidated shed
- 17. Blocked up window in cupboard on rear wall
- 18. Roof and drainage of no. 21a into no.21
- 19. View down north east boundary to no. 20
- 20. Growth around rear of shed
- 21. View to the top of the site, at the north west with mature trees
- 22. View up site, beyond dilapidated shed
- 23. Mature tree mid-site to the boundary to no. 21a

2.4 Use

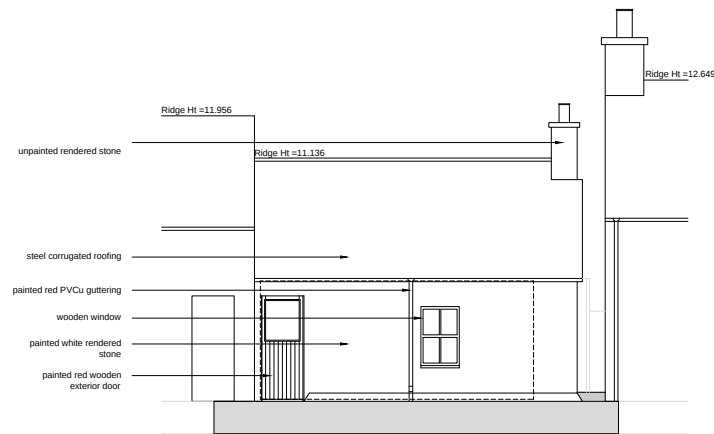
The application site is the former Post Office for Plockton. It is currently used as a community paper shop and an outlet for local crafts and knitting. It has been used informally by the community for over twenty years.

The proposed use is for it to continue to be a small community retail space, with the additions to provide an accessible WC, a tea point and storage.

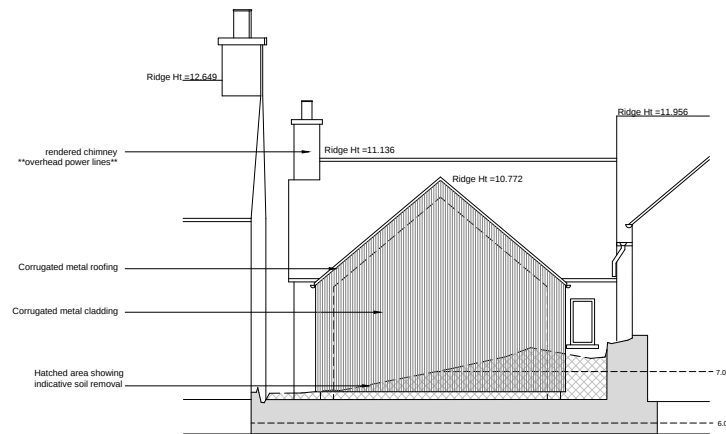
2.5 Existing site and proposed building areas

|                       |                          |
|-----------------------|--------------------------|
| Approximate Site Area | 285.36 m2 (0.0285 Ha)    |
| Existing Footprint    | 36m2                     |
| Proposed Footprint    | 50m2 ( + 14m2 footprint) |

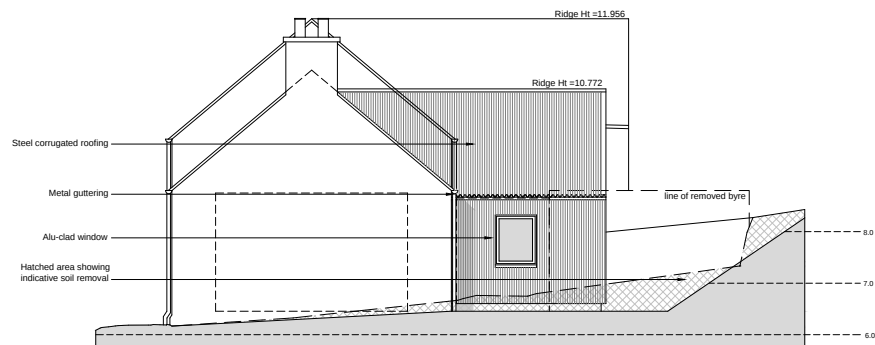




NORTH WEST ELEVATION



SOUTH EAST ELEVATION



SOUTH WEST ELEVATION

## 4.0 DESIGN & ACCESS

### 4.1 Landscape

To the rear of the building where the dilapidated existing shed sits there will be ground removed to create space for the new extension, this will not extend beyond the line of the removed shed. The remainder of the site will be unchanged with minimal disruption to the majority of the site.

### 4.2 Access

There is no change proposed of access to the building, the building entrance is directly off Harbour Street where there is a public pavement, on street parking and busy main street.

### 4.3 Drainage

The existing building appears to have a disconnected foul drain which is assumed to be connected to the existing combined surface & foul drainage system that serves Harbour Street. The proposed foul drainage and additional down pipe associated with the building will be connected into the existing drainage network.

### 4.4 Sustainability & Waste management

The proposal is designed to optimise day lighting and sunlight through the additional skylights and windows, benefiting the whole building. With the treatment of the existing building with insulated roofs and walls it will upgrade the building fabric to current Building standards.

It is anticipated that the project will generate a lot less waste than a conventional build of a similar size due to the involvement of the community, but any site waste during construction will be managed by the Contractor throughout the construction phase. Materials may be separated on site for recycling or taken off site for separation by a third party. Attempts will be made to use over ordered or reusable materials elsewhere on the site or they will be offered to organisations such as Skye Sustainable Building Network for use in other projects.

## 5.0 CONCLUSION

The application is for a single storey extension to the rear of the property, including creating a structural opening, removal of dilapidated shed to the rear and internal alterations to improve building performance.

The new extension has minimal visual impact to the conservation area and creates a more usable space for the community run retail space on Harbour Street, Plockton.