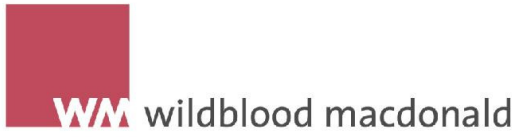




2461 – Sandburn Hall, Flaxton, York
Proposed Hotel & Staff Accommodation
Design & Access Statement – March 2018



Sandburn Hall Hotel – Design & Access Statement

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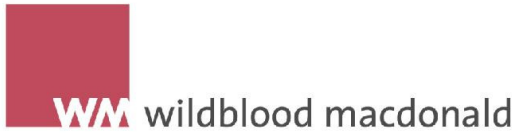
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1.0 Introduction

The Project

1.1 This design and access statement has been written to accompany a full planning application for the construction of a 40 bed hotel with associated staff offices and welfare accommodation at Sandburn Hall, Flaxton, York. Associated works will include wider landscape redevelopment and enhancement, relocation of the existing driving range, improvement of site drainage (including new attenuation ponds) and extension and improvement of the existing car parking facilities.

Application Structure

1.2 In addition to this document and associated drawings, a series of consultant documents have been submitted in support of the application, these include:

- Planning Statement – O’Neill Associates
- Landscape Proposals inc. Site Assessment, Landscape Design Statement and Landscape Visual Appraisal – Lizzie Tulip Garden Design
- Flood Risk Assessment, Foul Drainage Strategy and Drainage Plan – Arc Engineers
- Phase 1 Desk Top Site Investigation Report – Arc Environmental
- Sustainability Statement – MRB Consulting Engineers
- Ecological Impact Assessment – MAB Environment & Ecology
- Transport Assessment – Bryan G Hall
- Tourism Assessment – The Tourism Business
- Archaeological Desk Based Assessment – On Site Archaeology

2.0 Site Location & Description

History & Existing Buildings

2.1 Sandburn Hall incorporates a golf club, function rooms and restaurant, located on the southeastern outskirts of the village of Flaxton, approximately 6 miles northeast of York, adjacent to the A64. Overall site ownership is approximately 430Ha comprising variously of farmed arable land, woodland, holiday lodge accommodation and golf course with associated facilities and buildings (Sandburn Hall & Tykes Restaurant). The site is bounded for the most part by farm and common land, although at points ownership abuts the A64 to the south east, York Lane to the north and Scotchman Lane to the east.

2.2 Sandburn Hall is located on former agricultural land previously associated with the farmsteads of Black and White Averhams farms. Development of the site was originally conceived by local developer Mike Hogg in the 1990's. Initial work on site began with the construction of six holiday lodges which opened as Griffon Forest in 1998. Over time, the Griffon Forest lodge development has grown and now stands at 55 lodges set within 100 acres of woodland.

2.3 In 2002 planning permission was granted for the redevelopment of land at the adjacent White Averhams Farm for the construction of a golf course, club house, restaurant and function room. Tykes Restaurant was the first phase of the building to open in March 2005 with the golf course and function room following later that year. In 2012 a two storey extension to Sandburn Hall was completed, providing extended function room facilities.

2.4 Today Sandburn Hall has approximately 450 golf club members and hosts in the region of 280 events yearly, the majority of which are wedding ceremonies and receptions. Tykes Restaurant has a maximum capacity of 100 and serves approximately 27,000 covers per year.

2.5 The main Sandburn Hall golf club and function rooms and restaurant cover approximately 90Ha, the majority of which is given over to an 18 hole golf course, practice hole and driving range. The Sandburn Hall buildings are built around the footprint of the previous White Averhams Farm yard and buildings. A large steel portal frame was retained and extended. This building is timber clad and is a flexible sports hall space which can be used for indoor football, tennis, badminton and archery.



Other smaller brick under pantile buildings were renovated or rebuilt and form the core of the area that is Tykes Restaurant and kitchens.

2.6 Most recognisable as 'Sandburn Hall' is the oak framed club house and function room building located to the south of Tykes. At ground floor this houses the entrance hall, pro shop, visitor toilets, club house bar and club changing rooms. At first floor is the Grand Function Hall, a dramatic oak framed room with views across the golf course and wider landscape. The first floor also houses a bar and associated storage with links to the back of house areas and secondary prep kitchen.

2.7 The function facilities at Sandburn were extended in 2012 with the addition of two smaller function rooms adjacent to the grand hall. These rooms – The Settle Bar and Sanderson Room - are also oak framed to match the existing buildings and are orientated the same way with views west across the golf course.

2.8 The existing buildings are a mixture of styles - the main Sandburn Hall building is predominantly oak framed with infill panels of render or glazing, with some areas of timber weather boarding, all under pantile. The Tykes Restaurant buildings reflect the previous small scale agricultural buildings being in handmade brick with large format oak framed windows under pantile with some areas of plain tile. A brick plinth of varying height runs around most of the building, acting as a visual link between the different structures.

2.9 Deliveries and back of house facilities are positioned to the north of the sports hall and Tykes. The buildings in this area are more utilitarian and predominantly finished in brick, fair faced block work and vertical timber cladding, with some areas of venting for the first floor plant room located over the kitchens. Also in this area are an electricity substation, oil and LPG tanks. With the exception of the nearby driving range, public access in this area is currently limited and the service entrance, bins and tanks are largely screened from view by 2.2m high close boarded timber fence and gate.

2.10 Also to the north of the sports hall is the driving range. This building is timber clad and provides 18 covered bays with separate golf academy tuition room.

2.11 Adjacent to the driving range are stacked cabins which have been installed for use as office space. These offices house the main operations and management team and were installed to



provide much needed office overflow area. Further limited office space is located to one end of the sports hall, linking through into the cabins at first floor and providing space for the events sales team.

2.12 In total the Sandburn Hall buildings provide approximately 3060SqM of gross internal floor space within an overall external footprint area of approximately 2275SqM.

Access

2.13 Access to the site is predominantly by vehicle with site access being along a 400m access road from Scotchman Lane. A landscaped parking area sits to the east of Sandburn Hall and Tykes, parking bays are not individually demarcated, providing an estimated capacity of 150 to 180 vehicles depending on efficiency of parking. The existing car park provides 9 dedicated disabled parking bays.

2.14 Griffon Forest is reached via a separate access road which links to Scotchman Lane approximately 600m further north. Pedestrian routes are provided around the site and between Griffon Forest and Sandburn Hall, allowing Griffon residents to easily access Tykes and other Sandburn Hall facilities.

3.0 Site Proposals

Development Overview

3.1 The function rooms at Sandburn Hall cater for a range of events, predominantly business conferences and weddings. Currently overnight accommodation for delegates and wedding guests in the immediate local area is limited, with most choosing to stay in York. This results in a significant number of guests being reliant on taxis and mini-buses to get to and from the venue. Some guests and wedding parties take accommodation at Griffon Forest, however the cost and type of accommodation available is not generally considered to suit the needs of the majority of guests attending functions at Sandburn Hall.

3.2 This lack of available accommodation has long been recognised by the applicant as being an issue for people wishing to book the facilities. This in turn provides potential limitations on demand and future growth of the business. As well as the identified need from on-site operations, tourism in Yorkshire has seen strong growth in recent years, and as highlighted in the accompanying Tourism Assessment document, there is a significant lack of hotel accommodation within western Ryedale and along the 'A64 Corridor' between York and Malton. The proposal of a 40 bed hotel at Sandburn is therefore considered as appropriate to meet both the demands of the existing Sandburn Hall business as well as a wider tourism need.

3.3 A balanced spread of room sizes and facilities is proposed to ensure that a range of guest budgets can be catered for. These include standard double and twin rooms, larger wheelchair accessible rooms, family and luxury double rooms and two honeymoon suites. Further supporting guest facilities would be limited, with the aim being for guests to make use of existing site facilities such as Tykes Restaurant and Sandburn Hall Sports Bar.

3.4 In addition to the front of house accommodation and guest bedrooms, a number of back of house and service areas are required. These include plant room and associated fuel storage, laundry delivery / storage facilities, cleaning stores and bin stores.

3.5 Alongside guest accommodation, the applicants have an existing shortfall in staff office and welfare facilities, a problem which will be exacerbated by the increase in staff required to service the proposed hotel. Currently staff and management offices are located in adhoc temporary



accommodation, within part of the sports hall and in cabins to the rear of the sports hall. The applicants expect the number of administrative staff to increase to deal with managing hotel and events bookings as well as staff to operate the new facilities. They see the proposed development as an opportunity to consolidate the existing office requirements into new purpose built facilities.

3.6 Staff welfare facilities (changing / WC / break areas) have developed in a piecemeal fashion as the business has grown, and the applicants recognise that this is not suitable to support the future staffing requirements of the business. Purpose built staff changing and break facilities are therefore included within these proposals.

3.7 Ancillary to the built proposals are wider site improvements. Car parking is to be extended in order to support the addition of the hotel. It is widely accepted that the existing car parking layout can be a source of confusion for visitors to the site and the extension of the car parking is therefore seen as an opportunity to fully rationalise onsite parking.

3.8 The landscape setting of the buildings is also an important element of the overall scheme proposals and a wider site landscaping scheme has been prepared as part of this planning submission.

Proposed Location

3.9 In selecting a suitable location for the new building a number of factors were taken into account including accessibility, visual impact (both on the existing buildings and the wider landscape) and impact upon the existing golfing facilities, function rooms and Tykes Restaurant.

3.10 The proposed location for the new development is on open ground to the northeast of the existing buildings and is felt to be the strongest position for a number of reasons:

- There is adequate space for the proposed buildings without encroaching on the existing buildings.
- Provides a strong visual link with the existing buildings and maintain good physical links for visitors between the new and existing buildings.
- The hotel will be located to make the most of views across the landscape.



- Limits visual impact of the new buildings on the wider landscape
- Enables consolidation of proposed service uses with existing back of house / service yard area.
- Best position for the building to link with the current and proposed site foul drainage strategy.

3.11 Some impact is envisaged on the existing golf facilities with the proposed hotel and staff building sitting adjacent to the driving range. Proposals have therefore been developed for relocation of the driving range facilities which are considered later in this document.

Hotel - Layout & Design

3.12 The proposed hotel is of a scale and design that complements the existing Sandburn Hall buildings, with a material palette of timber, render and brick under a plain tile roof. The hotel fronts onto the existing car park, sitting at an angle to the adjacent Tykes Restaurant and on the same axis as the main Sandburn Hall building. The building is set out as two L-shaped wings of accommodation linked by a central reception area, the two wings forming a semi-enclosed courtyard to the rear. The central reception area is proposed as a two storey oak framed structure with glazed gables, referencing the design of the existing grand function hall. Within the reception at ground floor is the main reception desk with space for circulation and access to both wings of accommodation. At first floor there is a gallery area and guest lounge, with views out to the rear courtyard and wider landscape.

3.13 The hotel rooms are spread across the two L-shaped wings, the majority having views towards the rear of the building, either across the focal courtyard or over the wider landscape. The rooms are proposed to be generously sized and well furnished, providing for a range of budgets including standard double and twin rooms, larger accessible, family and luxury double rooms. Two larger 'honeymoon' suites are proposed, located at first floor to the north west gables of either wing.

3.14 The scale of the hotel is such that it is intended to read as part of the existing Sandburn Hall complex but not to dominate the existing buildings. The hotel building at its highest point (the



central reception) has been designed to be set slightly lower than the ridge height of the existing Grand Function Hall, which is itself the highest part of the existing buildings.

Staff Offices, Staff Welfare & Service Yard

3.15 As already described, the proposed development site sits adjacent to the existing back of house and delivery yard area and represents an opportunity for consolidation of existing service requirements with those of the hotel. An issue that has been identified with the current site layout is limited access and turning space for delivery vehicles and it is clear that there is potential for these problems to be exacerbated by the introduction of the hotel and subsequent increased public access around this area. In order to address this, improvements are proposed to extend the service yard area to allow for a turning head of appropriate size for delivery vehicles. This yard is also provides access for the service requirements of the hotel and existing buildings, including bin and maintenance storage and access for plant maintenance, fuel, laundry and restaurant deliveries.

3.16 Staff accommodation is proposed as a single storey structure of brick and timber cladding under pantiles. The building is broadly linear located adjacent to the service yard and between the existing buildings and the proposed hotel. This serves a number of purposes:

- The buildings help to screen the service yard from the hotel building and from the wider landscape.
- The staff accommodation is positioned centrally between the existing facilities and the new hotel.
- Staff are kept in close proximity to service areas to ensure prompt and secure management of deliveries back of house access.

3.17 The front (public) side of the service yard is screened from the car park and public view by a rendered wall with brick plinth, linking between Tykes Restaurant and the proposed hotel. Security and public safety are vitally important concerns and access into the yard will be controlled by a secure pedestrian gate and larger automated vehicle access gates. These will ensure guests and members of the public are not able to access the back of house area.



3.18 The staff accommodation is split between welfare and office areas. The proposed welfare accommodation will provide new male, female and accessible toilets, showers and changing / locker facilities. A new staff break room is also proposed with kitchenette facilities and access to a dedicated staff garden.

3.19 The staff offices comprise of a new open plan office for up to 10 staff alongside a secure cash office and management office. A second staff office area is proposed to the rear of the hotel reception, providing a further 10 staff desks alongside hot-desking for reception staff on the main reception desk.

3.20 A small duty manager's suite is proposed which provides on-site over-night accommodation with en-suite shower room, necessary to enable a 24 hour on-site presence of a hotel manager.

4.0 Supporting Works

4.1 Alongside the main focal hotel and staff building, there are other proposed supporting works, necessary to enable the overall development.

Driving range

4.2 The proposed site for the new hotel and staff accommodation sits immediately adjacent to the existing golf driving range.

4.3 It is proposed that the driving range and associated covered bays be relocated to the south of the car park, adjacent to the 10th hole. The existing range provides 18 public bays and a larger academy teaching bay as well as associated storage. Relative to its size, overall usage of the driving range is currently low and it is proposed that as part of the relocation process, the size of the range be reduced to 8 bay, an academy bay and gold simulator bay, with improved storage and ancillary space. Wider changes to the golf course layout are currently under consideration, independent of these proposals, and it is as part of these that the relocation of a reduced driving range building would be accommodated.

Foul Drainage Strategy

4.4 Sandburn Hall is not on the mains drainage system and currently foul drainage is dealt with through two package sewage treatment plants located approximately 200m north of the kitchens and service yard. It has long been recognised that the capacity of these plants is limited and that they would not be suitable to support further site development. A foul drainage assessment compiled by ARC Engineers and submitted as part of this application, identifies the mains Yorkshire Water sewerage treatment plant approximately 500m to the north of the proposed development and recommends that, subject to further investigation work, foul flows from the site are directed to this treatment plant.

Landscaping

4.5 Given the setting and uses of land at Sandburn Hall, the landscaping elements of the scheme are of critical importance to the overall success of the development. A landscape analysis and strategy



exercise has been undertaken by Lizzie Tulip Garden Design and wider site landscaping proposals have been submitted as part of this application.

4.6 As part of the preliminary landscape analysis, a landscape visual appraisal has been undertaken, including Zone of Theoretical Visibility (ZTV) modelling, to assess visual impact of the development on the wider landscape context beyond the site. This analysis established limited visual impact from the development such that the overall impact is considered to be minor or neutral.

4.7 The landscape proposals included within this application address several key design criteria:

- Integrate the setting of the existing and proposed buildings and unify these within the landscape context
- Provide formal and informal landscape settings for the new hotel building
- Provide an appropriate transition between the landscape associated with the buildings and the wider landscape context of the site
- Improve legibility of routes around the site, both for vehicles and pedestrians
- Provide opportunities to enhance wider site biodiversity
- Improve site surface water attenuation through the provision of ponds within the landscape.

4.8 A full and detailed description of the landscaping proposals is included as part of the application.

Car Parking

4.9 Given the scale of the proposed hotel and current car parking available on site, it is proposed that the number of parking spaces needs to be increased. Analysis of existing provision and expected future use, by transport consultants Bryan G Hall, has established that given the proposed site development, an uplift would be justified. The submitted proposals make allowance for a maximum of 238 car parking un-demarcated spaces, of which 12 would be dedicated disabled spaces. In addition, 16 further grass-crete overflow spaces would be allowed for to support parking on days of particularly high demand.



4.10 The proposed new development works are also seen as an opportunity to rationalise the layout of the current car park and to address the issue of poor legibility which currently makes navigating around the car park confusing, especially for visitors unfamiliar with the site. Access around the existing parking bays will be adjusted to improve legibility for vehicles and pedestrians, and a new spur road will be formed from the main entrance road to provide a clear route to the proposed hotel.

5.0 Access

5.1 Sandburn Hall is accessed along a 380m access road from Scotchman Lane to the east. In order to assist with wayfinding for guest traffic around the site, a new spur road is proposed on axis with and clearly leading to, the hotel building.

5.2 Car parking on site is to be increased to meet the extra requirements from the hotel, including provision of additional disabled bays. These disabled bays are to be split across the car park and located for ease of access to the different areas of the site including the function rooms, restaurant and hotel. Pedestrian routes around the car park and to the building entrances will be on clearly marked footpaths and is essentially level across the site.

5.3 Access into the hotel and new staff areas will be by level threshold. The proposed ground floor is set at the same level as that of the existing Sandburn Hall, meaning that linked level access is provided throughout all the buildings. Within the proposed hotel, two public lifts are provided, one serving each of the accommodation wings, with associated access and escape stairs. The bedrooms are all generously proportioned, with two being provided with fully accessible bathrooms, meeting the required building regulations guidance of 1 per 20 fully accessible rooms. Public toilet facilities located close to reception on the ground floor include a dedicated accessible toilet.

5.4 The staff facilities are all located on the ground floor and are positioned centrally between the existing Sandburn Hall buildings and the new hotel. The new staff changing facilities include for a dedicated accessible shower / changing / WC room.

6.0 Conclusion

6.1 Sandburn Hall is a successful local business, comprising golf club, function rooms, restaurant and holiday lodges at Griffon Forest. The business has developed and grown over the last 20 years and is now at a stage where further development is felt to be key to supporting longer term growth and viability.

6.2 The provision of function room facilities, especially for the wedding and conference market, has become an increasingly important element for the business. The lack of suitable accommodation in the local area for guests who are attending events, means people are invariably reliant on staying further afield, often in York. This is increasingly being highlighted by prospective bookings as an issue when it comes to selecting a venue for their event.

6.3 The proposed 40 bed hotel looks to address this, providing accommodation for guests attending events on site as well as addressing an identified shortfall in quality hotel accommodation in the west Ryedale area and along the A64 corridor between York and Malton.

6.4 Alongside the hotel, new staff welfare and office facilities are proposed. These will help consolidate and improve the existing staff facilities which have previously been developed in a piecemeal manner, and will provide the staff accommodation necessary to serve the new facilities.

6.5 The new buildings are positioned and designed to reflect the layout and character of the existing Sandburn Hall and to extend that development in a logical and sympathetic manner.

6.6 As well as the new buildings, works are proposed to improve car parking, enhance the wider landscape and biodiversity of the site, address site drainage design and relocate the existing driving range facilities.

6.7 The proposals are considered to be of benefit, both to the continued growth of an important local business and employer and also to the wider tourism offer within Ryedale.