

Design & Access Statement

Alexandra Palace, Visitor Services Room

Design and Access Statement for the formation of two openings and the associated works, providing dedicated access for staff between the East Court and the existing post room / visitor services room behind the entrance desk.



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1.0 Existing Property & Site



(A) South East Office Building (B) East Court Car Park (C) East Court (D) Great Hall

This Design & Access Statement is to accompany the Planning and Listed Building Consent Application to form two new openings for visitor services within the East Court of the building. The proposal will provide access to the post room, and visitor services staff room in the South East office building from Alexandra Palace's East Court.

Alexandra Palace is a 33,940 square metre building sitting within extensive parklands. The site and surroundings are Grade II listed and fall within the Alexandra Palace and Park conservation area. The South East Office Building (A) is accessed via the East Carpark (B) or through a scenic walk through the Rose Garden. The South East Court of the building is located behind the East Court reception/visitor centre, adjacent to the Cafe. It is the first entrance you access when you walk or take the W3 from Alexandra Palace Railway Station. The surrounding area is predominately residential and suburban in character with a range of mainly residential properties located to the north and Alexandra Park located to the south.

A detailed description of the existing property and its historical/architectural significance is given in Section 2.0 of the Heritage Statement (Appendix B of this Design & Access Statement).

2.0 Outline Description of the Proposed Development

The proposal is to create two new openings for the installation of access doors within the east court area of the building, behind the reception desk/ visitor services area. Refer to drawing 1627-BFF-ZZ-GF-M2-A-0099 for location within the Alexandra Palace building.

Associated Works will require the forming of new structural openings, stripping out small sections of brickwork wall and installation of concealed lintels in the south east office building and remediation works required to openings. This proposal also involves the infilling of an existing cupboard with yellow stock brick to match the surrounding wall, as well as repointing the section of brickwork wall behind the visitor services desk. Refer to Figure 1 & 2 in Appendix A.

The scheme is coupled with the proposed works to improve the reception desk furniture and provide a more accommodating entrance to the East Court.

3.0 Scale/Layout of the Proposed Development

The door and opening between the east court reception and the South East offices will be a single leaf fire protected door, height to match surrounding doors (See figure 4).

The second door between the two offices in the south east block will be standard height, and positioned to provide direct linear access.

4.0 Materials of the Proposed Development

The entrance from the east court reception to the post room will be a brick slip door with yellow stock brick slips to best match the surrounding wall. The brick reveal will have a concealed lintel hanger and yellow stock brick to match surrounding brickwork. The door will be flush with the wall.

The door between the post room and the visitor services room will be 4-panel timber door with 2 no. vision panels. Refer to proposed drawings.

Other materials include brickwork required to infill the existing 'niche' cupboard in the east court. This is proposed as yellow stock to match surroundings.



Brick Slip Doorway

5.0 Internal Proposals

The internal works include the fitting of two new doors which will require the strip out of two small sections of wall as drawing 1627-BFF-ZZ-GF-M2-A-0104

6.0 Access (Vehicular & Disabled)

The proposal ensures that the doors are accessible. The purpose of the doors are for the reception area to gain direct access to the offices behind without having to use the longer route through the South East building and toilet lobby. This further ensures that the proposal is future proof if dedicated office access is later required.

Appendix A

Existing photographs

Area of proposed opening



Figure 1: Existing visitor services desk



Figure 2: Existing brickwork pointing behind visitor services desk



Figure 3: Existing post room



Figure 4: Current entrance to south east offices from the east court.

Appendix B

Heritage Statement (issued as a separate document)

(Burrell Foley Fischer LLP)