Validation checklist & planning statement

Proposed Structural Repair Works to Topsham Museum, 25 Strand, Topsham, Exeter, EX3 0AX

Produced for and on behalf of Exeter City Council

Rev 0

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Validation checklist

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National Requirements

1.0 Application form

The planning application has been submitted electronically via the planning portal.

2.0 Drawings

The following drawings have been submitted electronically via the planning portal as part of the application process:-

Drawing number	Revision	Drawing title	Scale	Size
SWN-XX-00-D-B-001	P1	Location Plan	1:1250	A3
SWN-XX-00-D-B-002	P1	Site Plan	1:500	A3
SWN-XX-00-D-B-009	P1	Existing Floor Layouts	1:100	A1
SWN-XX-00-D-B-010	P1	Sail Loft – Proposed Window Details	Var	A3
SWN-XX-00-D-B-011	P1	Existing Roof Truss / Splice Details	Var	A1
SWN-XX-00-D-B-012	P2	Proposed Roof Truss / Splice Details	Var	A1
SWN-XX-00-D-B-013	P1	Existing Elevations	1:100	A1
SWN-XX-00-D-B-014	P1	Proposed layouts & Roof Plan	1:100	A1
SWN-XX-00-D-B-015	P1	Proposed Elevations	1:100	A1
SWN-XX-00-D-B-016	P1	Proposed Floor Joist Repair	Var	A1

3.0 Design and Access Statement

3.1 Site Address:

Topsham Museum
25 Strand
Topsham
Exeter
EX3 0AX

3.2 General Description of the Proposals

A contract for general render and external redecoration works to the front section of the building was commenced in September 2024. The removal of the old render revealed the rotted ends of the main roof trusses and rotted timbers within the solid brickwork wall construction. Following this discovery, investigations were undertaken to establish the extent of the timber defects within the building and inform what remedial works were required.

This listed building application seeks consent to undertake remedial works to the roof trusses, floor joists, lintels and works to remove defective timber built into the external walls of the building. The

works also include masonry repairs, the replacement of selected windows and shutters and associated works to building finishes.

3.3 Description of the Buildings

Topsham Museum, 25 Strand, is a grade II listed, late 17th former merchants house set within a group of similar properties adjacent to the River Exe estuary. The property comprises the three storey merchants house facing the Strand, with a two-storey Victorian sail loft addition behind the merchants house, and a modern extension at the rear of the site constructed in 2005.

3.3 Description of the Site

25 Strand, Topsham occupies a rectangular site at the south east junction of Strand and Lower Shapter Street. The buildings abut the footpaths on the Strand and along Lower Shapter Street. An enclosed courtyard garden area occupies the remainder of the site with a gated access through boundary wall from the Strand.

3.4 Proposed Works

3.4.1 Amount

The proposed works associated with this application comprise:-

Merchants House

1) Repairs to the timber roof trusses to strengthen the bearing onto the masonry walls including the removal of small sections of the existing ceilings to provide access to undertake the works, along with reinstatement on completion. As part of these works a defective rafter adjacent to the rear chimney to be replaced.
2) Repairs of rotted floor joists or provision of additional joists on the 2nd floor.
3) Review of previous floor strengthening works including provision of additional fixings.
4) The removal of rotten sections of old timber wall plates concealed within the external walls and replacement with brickwork to match existing.
5) Various repairs to masonry or renewal of lintels to existing window and door openings.
6) The installation of additional reinforcement to masonry external wall panels to stabilise panels or stitch existing cracks.
7) The rebuilding of the parapet brickwork wall to the front elevation.
8) The replacement of the existing timber window shutters and pelmets to the front elevation along with associated leadwork.
9) The removal of the render from all elevations of the merchants house and the provision of new lime render finish.

Sail Loft

10) The removal of poor condition timber windows from the sail loft and provision of new double glazed timber windows.

Generally

11) Pre-decoration repairs existing timber windows
12) The redecoration of existing timber windows and doors

13) External redecoration of the external walls.

3.4.2 Layout & Scale

The works do not affect the layout or scale of the existing building. All structures and finishes will be reinstated back to the existing arrangement.

3.4.3 Appearance

Following completion of the remedial works the building will be reinstated back to the existing appearance.

The existing modern cement render finish within the courtyard area will be removed and replaced with a lime render to match the other elevations.

Local Requirements

4.0 Planning Statement

The planning statement will set out the policies which are relevant to this proposal and those which have been taken into account within the design.

Planning Policies:

National Planning Policy Framework – Paragraphs

The National Planning Policy Framework provides the foundation for maintaining and managing change to historic assets, and looks for opportunities to sustain and enhance the significance of historic assets.

Paragraph 192 - In determining applications, local planning authorities should take into account the following matters:-

1) The desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation.

2) The positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality.

Exeter City Council
Local Plan - Adopted Core Strategy 2012

<u>Core Strategy Objectives</u>
4. Provide Retail, Cultural and Tourist Facilities
8. Protect and enhance the city character

<u>Relevant Core Policies</u>
Policy 10
C1 – Conservation Areas
C5 - Archaeology

5.0 Heritage Statement

5.1 Listing / Conservation Area

The Historic England Listed Building Entry for Topsham Museum, 25 Strand, is No. 1267007. The property is recorded as 'grade II with first listing date of 11th November 1952.

5.2 Historical Building Assessment

5.2.1 Existing Building

The building has been constructed in three main phases comprising the late 17th century three storey merchants house facing the Strand, the two-storey Victorian middle section and the small extension at the rear of the site constructed in 2005 as an additional museum display area. The main historic element of the building is the merchants house, where the majority of the remedial works are required.

5.2.2 Merchants House.

The merchants house was originally constructed in the late 17th century, as a two storey property with attic rooms in the roofspace, but during the 1700's the walls were raised and a third storey was added. It is known that the building also underwent a major refurbishment around 1739 when a rainwater head was installed bearing that date. It is possible the third floor was added at the same time as the refurbishment but there is no conclusive evidence to confirm this.

The building is generally constructed with rendered solid brickwork external walls but there are also sections cob wall construction to the north elevation facing Lower Shapter Street. The pitched roof is configured with a hipped end to the front elevation facing the Strand and is gabled to the rear elevation where the Victorian section abuts. The roof structure is formed with 5no. oak trusses supporting oak purlins and small section rafters with a change in pitch detail as shown in the existing section drawings. The roof is concealed behind brick parapet walls with concrete copings and lead lined gutters. The natural slate roof covering and leadwork have been renewed in the recent past.

Internally, the ground floors are suspended timber to the front 'Holman Room', and solid to the kitchen. The floor at first floor level is of timber construction comprises large section oak carrier beams spanning across the building with small section floor joists spanning between and to the external walls. At second floor level the floor joists span across the full width of the house. The first-floor construction is in good general condition, but the second floor is in poor condition with significant deflection and much evidence of previous structural repairs. Ceilings are generally lath and plaster, but investigations have shown that modern plasterboard has been introduced in certain areas. Internal walls are generally constructed in studwork with a lath and plaster linings.

The external windows of the merchants house are generally vertical sliding sash timber windows, with external shutters. On the front elevation the shutters are framed with a lead covered pelmet to the head of each pair of windows.

The internal layout of the original house is unchanged to the present day with three rooms, on the ground floor with the main entrance door, entrance hall and staircase providing access from the inner courtyard. On the first floor and second floor there are three further rooms at each level. The principal rooms within the house are the ground and first floor rooms facing the Strand. In these rooms there are decorative fire surrounds, the walls are line with timber panelling and the ceilings have ornate plaster mouldings. Much of the internal joinery, doors, door linings, skirtings are likely to date to the mid 18th century refurbishment.

5.2.3 Victorian Sail Loft (Middle Section)

The sail loft is a two-storey addition to the building constructed during the Victorian period to provide space for sails to be made and stored. The building is constructed in brickwork with a painted external finish. The pitched roof structure is formed with timber trusses and has a natural slate roof covering.

The external windows are generally single glazed 8-pane timber casement windows, with pre-cast window cills. There are a number of general pre-decoration repairs required to a number of the casements, cills and frames.

5.2.4 Moden Gallery (Rear Section)

This is a single storey addition to the rear of the buildings, which extended the building the full length of the site along Lower Shapter Street. The extension gained listed building consent in 2003 and was constructed circa 2005, with a further consent for amendments in 2006. The extension created additional gallery display accommodation and allowed new openings to be formed into the sail loft building to provide a connected internal space.

The building is constructed with masonry external walls, with a vaulted pitched roof and natural slate roof covering.

5.3 Building Defects & Proposed Repair Works

5.3.1 Roof Trusses to Merchants House

The existing roof structure of the merchant's house comprise 5no. oak trusses formed with a chamfered bottom chord which spans across the building from external wall to external wall. The bottom chord extends through the solid brickwork and the end of the chords are exposed on removal of the render. See Photo10. The bottom chord supports the truss rafter sections as existing Truss details shown on drawing SWN-XX-00-D-B-011-P1.

The overall condition of the roof truss timberwork is good, but investigations on site have revealed that the section of the bottom chords built into the brickwork external walls has rotted away significantly. See Photos 11 to 14. The extent of rot varies depending on the original size and quality of the wood but in all cases the structural integrity of the truss is impaired and the bearing onto the masonry significantly reduced. These defects require urgent strengthening works to properly transfer the roof loads to the external walls.

The proposed roof truss remedial works are detailed on drawing SWN-XX-00-D-B-012-P1, and comprise the installation of timber splices to the sides of the roof truss which extend into the masonry wall with a sound bearing onto the masonry. The splices will be formed to a neat and consistent arrangement from structural grade oak, and will be fixed by bolting through the bottom chord with stainless steel / galvanised steel bolts in the pattern shown on the drawing. This solution retains the integrity of the existing truss. To install the timber splices, a small area of the ceiling will need to be carefully removed to provide the access to install the timber splices from below. At these positions the lath and plaster ceilings will be supported and then made good on completion using traditional oak laths and lime plaster to match the existing. It is not feasible to install the timber splices from above, as this would involve dismantling a sizeable area of the parapet, and the removal of the roof covering and parapet gutters.

Whilst works are undertaken to the roof trusses, each roof truss will be supported by a series of temporary props designed and configured in an arrangement which transfers the roof loads down through the building to a point where the loads can be safely carried on the existing structure. Investigations undertaken so far suggest that the substantial first floor construction should be capable of carrying the loads of at least three of the trusses, but the position of the other two trusses may require props to be taken down through the building to ground floor level. Where props are required between floors these are generally placed onto the floor above and to the underside of the ceilings at floor joist positions to ensure there is direct load transfer without loading or stressing the finishes. Where plates are provided to ceilings a resilient layer will be placed against the ceiling finish before a timber bearing plat is applied. We anticipate one prop will need to be taken down through the first-floor ceiling but fortunately this is an area where an existing section of plasterboard is present. At this position the plasterboard will be made good on completion.

As part of these works a defective rafter adjacent to the rear chimney caused by leaking rainwater goods to be replaced with a new softwood rafter to match the section size of the existing.

5.3.2 Floor Joists

The floor construction of the original two storey house comprises large section oak carrier beams spanning across the building at around 2m centres with small section floor joists spanning between and to the external walls. These floors appear to be sound and are well constructed.

At second floor level the floor joists span across the full width of the house at around 500-600mm centres. The joists have varying section sizes but are typically around 160mm deep x 90-100mm wide. Based on current design standards these would be considered as undersized. Investigations of the joist ends shows they have rotted back in a similar way to the roof trusses but because they are smaller sections have failed much sooner. The most recent repairs appear to date from say the 60’s or 70’s, but there is evidence that much earlier repairs have also been carried out. A number of the joist ends are in urgent need of repair, and previous strengthening works need to be checked to see if they remain sound.

The proposed floor joist remedial works are as follows:-

Second Floor Floor Construction

1) Where joist ends have rotted away or there is inadequate bearing on the masonry wall, a new timber splice or steel angle will be bolted onto the side of the existing joist as the typical arrangement shown on drawing SWN-XX-00-D-B-016-P1. Generally where space allows timber splices will be used, but if access or site conditions make use of timber difficult, steel angle will be used as the alternative, either taken into the wall construction or provided with wing end plates to allow face fixing into the masonry.
2) In the event a joist is found to be defective across its whole length, the existing joist will be left in position, and a new full length joist will be placed along side.
3) Where joist ends or previous repairs appear sound these will be checked to ensure there is adequate bearing into the masonry wall or an adequate bearing onto a step in the masonry wall construction.
4) Where existing splices are retained, additional bolt fixings will be provided to supplement the existing old fixings, in a similar arrangement to that shown on the drawings, but as directed by the structural engineer to suit site conditions.

First Floor Floor Construction

5) Although the general floor condition appears sound, further investigations at the bearing of the main carrier beams will be undertaken. In the event defects are found, repair works will follow the same general principal as the main roof truss repairs.

5.3.3 Old Timber Wall Plates

When the house was raised from two to three storeys the wall plates which supported the roof on the north elevation facing Lower Shapter Street were not removed. Instead, the brickwork was constructed on top of the timber but over the years these have gradually rotted back from the face of the wall resulting in the outer brickwork being unsupported. This issue was identified when the render was removed in preparation for application of a new external lime render.

It is proposed that the rotted timber is cut back to sound timber (approximately 120 – 150mm), the retained timber treated, and matching bricks inserted into the opening. Complete removal of the timber is not considered necessary as this would require substantial intrusive work to the wall structure.

5.3.4 Various Repairs to Window & Door Lintels or Around Openings

The original window and door openings to the two-storey merchant house are generally formed with a shallow brick arch to the head with a shallow timber lintel below. See Photo 28.

The window openings to the later third storey are generally formed with timber lintels and coursed brickwork over. A number of these lintels have been replaced in the past, where steel hollow section and modern Catnic lintels are present.

The removal of the external render from window lintels has identified defects with the lintels and / or the brickwork around the openings. Drawing SWN-XX-00-D-B-014 includes a schedule of remedial works to openings where defects have been identified. The remedial works comprise the following works:-

1) Stitch repairs to brickwork over openings using stainless steel helical bars set into the bed joints, to stabilise brickwork panels due to movement or settlement of lintels.
2) Pinning up of brick arches to prevent further movement, using stainless steel ties set in epoxy mortar.
3) Replace defective lintels with new on a like for like basis.
4) Application of coating / treatment of existing lintel.
5) Window W7 – this opening currently has a timber framework over the head of the window to the underside of the wall plate 2 with a brick infill. This framing will be maintained with a new timber lintel provided once the rotted wall plate has been removed.

5.3.5 Reinforcement of Masonry Panels and Crack Stitching

Removal of the external render revealed a number of areas of poor quality brickwork, especially across the front elevation. Crack stitching is also required to stabilise the joints between the masonry and cob wall construction around window W8.

Proposed elevation drawing SWN-XX-00-D-B-015 shows the position of the stainless steel helibar repairs required. At each position the existing brickwork mortar joints will be chased out to a depth of approximately 60mm, and the stainless steel helical bars will be inserted and bedded in epoxy grout. Once the grout has dried the joint is made good with lime mortar to match the existing.

5.3.6 Rebuilding of Parapet Brickwork

The front elevation parapet wall above windows W5 & W6 is in poor condition, caused in part to the movement and / or replacement of the lintels over the window openings. See Photo 29.

The proposal is to carefully remove the copings, dismantle the brickwork down to window head height, cleaning off and setting aside the bricks for reuse. The wall will then be reconstructed back to the existing profile, incorporating the replacement of lintels included in the above item 5.3.4, and reinforcement as referred to in item 5.3.5.

5.3.7 Repairs Works to Existing Windows

As part of this external refurbishment scheme the proposed works will include the pre-decoration repairs of the timber windows to whole property. Works will include scarfing in new timber where appropriate, resin and putty repairs.

Following completion of the repairs, the window will be repainted to match the existing colours.

5.3.9 Window Shutters & Pelmets

Window shutters in a timber framing are provided to the windows on the front elevation. Originally these shutters would slide on a running track but the shutters to the museum are fixed units. To the head of the framing a boxed pelmet with decorative lead capping provides protection to the running track. The existing timber pelmets, shutters and framing are all in poor condition, with many joints failed. Whilst some patching and repair can be undertaken these will not provide longevity, and it is proposed these are renewed completely in a durable Accoya timber to the same dimensions, profile and arrangement as the existing. The timberwork will be redecorated to match the existing colour scheme. New decorative code 5 leadwork cappings will be provided to match the existing.

5.3.10 External Render

The original planned works maintenance works for the building were intended to replace cracked and hollow render from the roadside elevations of the merchant house, but the identification of defects with the building structure has resulted in the need to remove the cement render from the courtyard too. This provides the opportunity to provide a lime render finish to all elevations of the merchant house finished with a silicate masonry paint system, providing improved breathability to the fabric of the building.

The walls will be decorated in colours to match the existing colour scheme.

5.3.11 Replacement of Sail Loft Windows

The first-floor windows facing the courtyard with window numbers W34 to W39 are considered to be in particularly poor condition, are draughty and are known to leak. Whilst repairs are feasible, they are beyond economic repair, and their full replacement is preferred. See Photo 30.

It is proposed these windows are replaced with new timber windows to the same design but marginally deeper to allow the installation of 14mm thick double glazed sealed units, complete with full timber glazing bars. The glazing to incorporate a solar controlled coating to help address problems of over-heating in the first-floor sail loft. See drawing SWN-XX-00-D-B-010-P1 for section details of the proposed windows.

5.5 Impact of Works on the Building

The proposed works include substantial repairs to the structure of the building, but these are necessary to provide a sound structure, and ensure continued use of the building.

The general method of repair using new timber bolted to the existing will retain the existing structure in position. In the event existing timbers / joist are defective along their whole length, these will be left in position and new timber placed alongside.

Small sections of the existing ceilings will need to be removed, but the vast majority of existing ceilings will be retained and made good to match existing. Floors will need to be lifted , but floorboards will be lifted, number and replaced in existing positions.

It is inevitable that major repairs will have some impact on the building , but the method of repair and the approach to making good, will minimise this as much as possible. We do not believe the works will impact on the appearance of the existing structure.

The new timber shutters and new timber pelmets on the front elevation will be fabricated to match the existing sections and general arrangement, with no impact on the building.

The new external windows proposed for the sail loft will replicate the design and external appearance of the windows with a marginal increase in the depth of the window sections. The windows are located in the Victorian section of the building and do not impact on the historic merchants house.

5.5 Conserving & Enhancing the Building.

Currently the roof structure and floor construction on the second floor of the building have defects which need to be repaired in order to maintain the structural integrity of the building. Various structural repairs to the masonry and lintels will deal with general defects and items of ongoing maintenance. The repair works will conserve the existing elements but will introduce new structural elements which will ensure the ongoing use of the building. The works to the external render will remove an elevation of modern cement render and will replace with a breathable lime render system. The works to the windows and general decoration will enhance the appearance and presentation of the building.

5.6 Sources of Information

The following sources and have been used to compile this statement:-

Historic England
Exeter City Council
Topsham Museum

6.0 Archaeology

The works do not impact on below ground archaeology.

Details of the existing building construction will be collected and recorded during the construction works, and will be collated at completion for retention by Exeter City Council and Topsham Museum.

7.0 Statement of Need

Topsham Museum is currently closed to the public due to the building defects identified. Remedial works are required to the structure of the building to allow its continued use.

8.0 Transport Statement & Parking Statement

Not applicable.

9.0 Air Quality Assessment

Not applicable.

10.0 Development in Areas of Outstanding Natural Beauty

The site is not within an Area of Outstanding Natural Beauty (AONB).

11.0 Wildlife and Ecology

Prior to remedial works commencing, an ecology survey of the roof space and external roof area will be undertaken to check for the presence of bats or nesting birds, however we do not believe the existing roofing and gutter details provides suitable entry points into the building.

12.0 Construction Management Plan

Due to the residential location a construction management plan has been developed to identify potential environmental / safety issues arising from the works, and to propose mitigation measures to minimise the

impact to acceptable / safe levels. Details in this section should be read in conjunction with other relevant sections within this validation document.

12.1 Access

The site is located in a quiet residential area with narrow access roads, limiting the movement of vehicles around the site. Access for larger vehicles and lorries is via the Strand. Smaller vehicles and vans are able to access Lower Shapter Street up the side door of the museum.

The nature of the works requires the provision of access scaffolding to the roadside elevations to provide safe access for the contractor undertaking the work and to provide protection to the public. On the Strand the scaffold is constructed over the public footpath with pedestrians accessing below. Lower Shapter Street is a very narrow single-track road, and the provision of access scaffolding has required the closure of the road. The road closures and pavement licences have been obtained from Devon County Council Highways.

Other than deliveries to site, and one parking space at the rear of the scaffold on Lower Shapter Street, all other contractor's vehicles are parked off site in the public car parks.

12.2 Programme & Site Constraints.

The works commenced in mid-September 2024 and were due to complete by Dec 2024, but the discovery of building defects has significantly increased the scope of works. The original building works have been taken as far as they can , and investigations of the defects has provided the information for remedial works designs to be prepared, and for the necessary consents to be obtained. Works have paused on site pending LBC approvals.

When works resume, it is anticipated the works will take between 4-6 months to complete.

Due to the limited space around the site, the contractors site accommodation has been formed within the museum.

Deliveries and traffic movements will be planned to avoid rush hour periods.

12.3 Working Hours

Monday: Friday 8.00am – 5.00pm

Saturday: 8.00am – 1.00pm

Sunday: No working

12.4 Vehicle Numbers

The estimated number of vehicles expected to visit the site for deliveries and collections:-

Activity	**Vehicle Size**	**No. of Vehicles**
Site clearance	By skips	As below

Scaffolding	20 Tonne flat-bed wagon	1 lorry for day 2 week period, for initial site set up, then similar period for removal. Occasional adaption during the works
Timber	7.5 Tonne flat-bed wagon	1 delivery per week for 3 weeks during early part of the contract.
Skips	6 m^3	2 per week during initial stripping out stage.
General Deliveries	Vans 7.5 Tonne Small wagon	4 per day occasional

12.5 Mitigation Measures

Tabled below are the mitigation measures to provide a considerate, environmental and respectful site.

Impact	**Mitigation Measures**
12.5.1 Traffic movements at the site entrance impacting on movement of general traffic and impacting on local business and local residents	- Agreed traffic routing from the main roads. - Clear signage for delivery vehicles - All deliveries booked in advance with Site Manager. - Where possible contractors working on site will be encouraged to coordinate deliveries from the same suppliers or merchants. - All delivery vehicles on site will use white noise reversing alarms and be directed by a banksman. - All vehicles reversing on the highway up to the site entrance will be directed by a banksman.
12.5.2 Parking	There will be space for one vehicle in Lower Shapter Street to the rear of the scaffold. All other vehicles to be parked in the public carparks. Compliance enforced with:- - Warning signs for sub-contractors. - Site rules outlined at operative site induction. - Site rules outlined to suppliers and sub-contractors included in the order

12.5.3 Danger to pedestrians outside the site	Site rules to be issued to suppliers and sub-contractors setting out traffic and parking restrictions. Compliance enforced with:- - Clear signage. - Speed limits. - All delivery vehicles on site will use white noise reversing alarms. - All vehicles reversing on the highway up to the site entrance will be directed by a banksman. - Footpaths and roads to be kept clear. Site staff to regularly inspect.
12.5.4 Dirt and debris on the road	- Roads and footpaths to be kept clear. Site staff to regularly inspect.
12.5.5 Noise	- Works will be limited to set working hours stated in 12.3. - The nature of the works will not cause excessive noise - Comply with the recommendations of BS 5228-1, in particular clause 7.3, to minimize noise levels during the construction works.
12.5.6 Vibration Plan	-Not applicable
12.5.7 Nuisance	- Comply with Part III of the Environmental Protection Act in respect of statutory nuisances. - No burning on site will be permitted. - The works do not require the use of site based machinery. - Liaise with and residents to give advance notice of any operations likely to cause a nuisance or inconvenience. - No site generators to be used.
12.5.8 Control of Dust / Dust Management Plan.	- The contractor will control and manage dust during the works. This will include:- 1) Selection of low dust materials such as ready mix. 2) Control measures to reduce dust such as damping down operations.
12.5.9 - Services	Electricity: Existing supply in the building to be used.

	Water: Existing supply in the building to be used.
12.5.10 General site rules	- No radios - Considerate language, avoid any shouting.
12.5.11 Stakeholders knowing what's happening	Neighbouring residents provided with information on the works and the contactors contact details. Contractors Site Manager to make personal introduction to residents as a point of contact.

13.0 Drainage Scheme

The works do not affect the existing foul or surface water drainage systems.

14.0 Consultation/Community Involvement Statement

Neighbours in Lower Shapter Street and the Strand affected by the works, are being kept informed of the site issues and likely timescales for completion of the project.

15.0 Environmental Statement

Not applicable

16.0 Impact on Aerodromes

Not applicable.

17.0 Geo-environmental and Geo-technical data

No geo-technical investigations are required for the proposed works.

18.0 Landscape and Visual Impact Assessment

The works do not affect the existing landscape or result in visual impact.

19.0 Landscaping Proposals & Mitigation Plan

The works do not affect existing landscaping.

20.0 Arboriculture Survey and Tree Protection Plan

There are no trees in the proximity of the building.

21.0 Utilities Check/Site Survey

The site is connected to overhead electric and telephone services and underground gas and water services. No services are affected by the works.

22.0 Sustainable Design and Energy Efficiency

Not applicable.

23.0 Sunlight/Daylight Assessment

Not applicable.

24.0 Lighting Statement/Plan

The proposals do not include external lighting works.

25.0 Noise Assessment

Not applicable.

26.0 Waste Audit

Not applicable

27.0 Flood Risk Assessment

The site is located on the River Exe estuary, and is located in flood zone 3 – See attached flood map.

This location requires the submission of a flood risk assessment (FRA)with the application, however all of the proposed works relate to the upper walls, floors and roof of the building which are not affected by flood risk issues. An FRA is therefore not included.

28.0 Playing Field Assessment

Not applicable

29.0 Existing Site Photographs

Photo 1 – Front Elevation of Topsham Museum viewed from the Strand.

Photo 2: Side elevation from Lower Shapter Street in the direction of the junction with the Strand.

Photo 3: Side elevation of the merchant's house viewed from the enclosed courtyard.

Photo 4: View from the Strand from a northwest direction showing the Museum with the current scaffold around the merchant's house section of the building.

Photo 5: View from Lower Chapter Street from a northeast direction showing the Museum with the current scaffold around the merchant's house section of the building.

Photo 6: Merchants House: Typical view of the roofspace.

Photo 7: Merchants House: Typical view of the roofspace.

Photo 8: Merchants House: Typical view of the roof truss at the bottom chord / truss rafter junction

Photo 9: Merchants House: View of the bottom chord of the roof truss from the second floor toilet

Photo 10: Merchants House: Typical view of the end of the bottom chord of the roof truss following removal of the external render.

Photo 11: Merchants House: View of the bottom chord of a roof truss built into the external walls.

Photo 12: Merchants House: View of the bottom chord of a roof truss built into the external walls.

Photo 13: Merchants House: View of the bottom chord of a roof truss built into the external walls.

Photo 14: Merchants House: View of the bottom chord of a roof truss built into the external walls.

Photo 15: Merchants House: View of the 2nd Floor ‘Charles Potter Room’

Photo 16: Merchants House: View of the 2nd Floor ‘Charles Potter Room’

Photo 17: Merchants House: View of the 2nd Floor 'Records Room'

Photo 18: Merchants House: View of the 2nd Floor 'Records Room'.

Photo 19: Merchants House: View of the 2nd Floor 'Records Store'

Photo 20: Merchants House: The floor joists in the 2nd floor 'Charles Potter Room' showing previous joist strengthening works.

Photo 21: Merchants House: The floor joists in the 2nd floor 'Records Store'

Photo 22: Merchants House: The floor joists in the 2nd floor 'Records Store'

Photo 23: Merchants House: The floor joists in the 2nd floor 'Records Room'

Photo 24: Merchants House: The oak carrier beams in the 1st floor 'Parlour'

Photo 25: Merchants House: Wall plate no.3 built into the external walls.

Photo 26: Merchants House: Wall plate no.1 built into the external walls.

Photo 27: Merchants House: Wall plate no.1 built into the external walls.

Photo 28: Merchants House: Typical brick arch to the original window openings

Photo 29: Merchants House: Front parapet wall with unstable brickwork.

Photo 30: Victorian Sail Loft: Typical external windows W34 to W39.

Photo 31: Victorian Sail Loft: Internal view with windows W34 to W39 behind roller blinds

Photo 32: Victorian Sail Loft: Typical internal view of external windows W34 to W39