ARCHAEOLOGY | HERITAGE | OUTREACH | EDUCATION

FINAL
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Submitted to:
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Re: Revisions to Heritage Impact Assessment and Conservation Plan for 58-60 Ellen Street East & 115 Lancaster Street East, City of Kitchener.
ARA Project #: 2021-0338-03 (HR-384-2021)

1.0 BACKGROUND

The City of Kitchener has requested that Archaeological Research Associates Ltd. (ARA) provide a memo to accompany the original Heritage Impact Assessment and Conservation Plan for the proposed development at 58-60 Ellen Street East and Lancaster Street East (the subject property) to address comments from City Planning staff and satisfy the conditions outlined in the May 2023 Conditional Approval of Site Plan Application.

A Heritage Impact Assessment (HIA) on the subject property was completed by ARA in March 2022 (ARA 2022). The HIA included a Cultural Heritage Evaluation of the property according to *Ontario Regulation 9/06* (O. Reg. 9/06). This evaluation determined that the property has Cultural Heritage Value or Interest (CHVI) and met criteria for physical and design value, historical/associative value and contextual value. Heritage Staff provided comments on the HIA dated January 20, 2022. The comments to be addressed in this memo are outlined in Table 1.

A Conservation Plan (CP) on the subject property was developed in August 2022 which identified and assessed the subject property's cultural heritage resources and heritage attributes and outlined short-, medium- and long-term conservation measures (ARA 2022). The CP was reviewed by City Staff and specific direction on remaining items to address in the memo were outlined via an email dated June 18, 2024. The comments to be addressed in this memo are outlined in Table 2.

As outlined in the Conditional Approval of Site Plan Application, the HIA and CP must be approved by the Director of Planning prior to Site Plan Approval. City staff indicated that the submission of a memo addressing staff comments on the HIA and CP and outlining the final proposed design for the subject property, with updated elevation photos would meet the needs of this requirement. These items are addressed in Sections 2.0 and 3.0.

Table 1: Heritage Impact Assessment – Comments to be Addressed

City of Kitchener Planning Staff Comment	ARA Response/Relevant Memo Section
HIA Page No: i **HIA Section**: Executive Summary **Staff Comment:** Suggested Revision in Wording from: *The CCNHCD identifies properties within the HCD as Group A or Group B* to *The CCNHCD identifies properties within the HCD as Group A or Group (very fine or fine examples respectively).*	ARA has provided further clarification on the subject property's identification in the CCNHCD as outlined in Section 2.0.
HIA Page No: ii **HIA Section**: Executive Summary **Staff Comment:** *Impact 5 talks about garbage placement. This statement might have to be revised considering the placement of garbage and recycling bins might have changed.*	ARA has provided a revised description of the proposed development to reflect the design presented in the Conditional Approval of Site Plan Application. See Section 3.0.
HIA Page No: 1 **HIA Section**: Project Context **Staff Comment:** Suggested Revision in Wording from: *The CCNHCD identifies properties within the HCD as Group A or Group B* to *The CCNHCD identifies properties within the HCD as Group A or Group (very fine or fine examples respectively).*	ARA has provided further clarification on the subject property's identification in the CCNHCD as outlined in Section 2.0.
HIA Page No: 50 **HIA Section**: Analysis of Potential Impacts (HIA Table 5, Impact 1 - Impact Assessment for Proposed Development) **Staff Comment:** *The HIA states that the addition will not significantly detract from the character or visual context of the heritage resource but does not comment on its location and whether that would any effect.*	ARA has provided further details related to how the addition was positioned and considerations made regarding the visual context of the heritage resource in the revised proposed development description. See Section 3.0. The chart discussing this impact has been updated accordingly to address this comment. See Section 4.0, Table 3.
HIA Page No: 50 **HIA Section**: Analysis of Potential Impacts (HIA Table 6, Policy a - Policies Considered from Section 3.3.2. Additions and Alterations to Existing Buildings in the Civic Centre Neighbourhood HCD Plan) **Staff Comment:** *The HIA needs to mention what impacts these minor alterations might have or not have on the identified heritage attributes*.	ARA has provided further details related to how the addition was positioned and considerations made regarding the visual context of the heritage resource in the updated proposed development description. See Section 3.0. The chart discussing this policy has been updated accordingly to address this comment. See Section 4.0, Table 4.
HIA Page No: 51 **HIA Section**: Analysis of Potential Impacts (HIA Table 6, Policy d - Policies Considered from Section 3.3.2. Additions and Alterations to Existing Buildings in the Civic Centre Neighbourhood HCD Plan) **Staff Comment:** *Due to the location of the proposed addition currently, it is not look subordinate to the building, specially when viewed from Lancaster Street. The HIA should provide commentary on that.*	ARA has provided further details to this impact description to further describe how the alterations associated with the proposed design may or may not have impacts to the identified heritage attributes. See Section 3.0. The chart discussing this guideline has been updated accordingly to address this comment. See Section 4.0, Table 4.
HIA Page No: 51/52 **HIA Section**: Analysis of Potential Impacts (HIA Table 7, Guideline 5 - Recommended Practices and Guidelines Considered from Section 6.4 Alterations of the Civic Centre Neighbourhood HCD Plan) **Staff Comment:** *The HIA should provide commentary on the impact and mitigative measures of removing of the existing wooden sash window and infilling of door and window openings. It is not sufficient to just comment that they are being removed*.	ARA has provided further details related to the removal of the existing wooden sash windows and any infilling of doors and window openings in the design presented in the Conditional Approval of Site Plan Application. See Section 3.0. The chart discussing this guideline has been updated accordingly to address this comment. See Section 4.0, Table 5.
HIA Page No: 52 **HIA Section**: Analysis of Potential Impacts (HIA Table 7, Guideline 6 - Recommended Practices and Guidelines Considered from Section 6.4 Alterations of the Civic Centre Neighbourhood HCD Plan) **Staff Comment:** *The proposed replacement of doors and windows will not be the same material. The windows are proposed to be*	ARA has provided further details related to the removal of the existing wooden sash windows and the rationale for this decision alongside a comparative cost analysis of retaining the existing windows. See Section 3.0.

replaced with vinyl windows, the material for the dormer is proposed to be steel. The HIA should mention all these changes, and suggest mitigative measures.	The chart discussing this guideline has been updated accordingly to address this comment. See Section 4.0, Table 5.
HIA Page No: 52 **HIA Section**: Analysis of Potential Impacts (HIA Table 7, Guideline 7 - Recommended Practices and Guidelines Considered from Section 6.4 Alterations of the Civic Centre Neighbourhood HCD Plan) **Staff Comment:** *How have the proposed windows, doors, new porch considered the existing form, material, scale and design and directly informed the proposed design.*	ARA has provided further details related to how the proposed windows doors and porch forms were considered in the design presented in the Conditional Approval of Site Plan Application. See Section 3.0. The chart discussing this guideline has been updated accordingly to address this comment. See Section 4.0, Table 5.
HIA Page No: 52 **HIA Section**: Analysis of Potential Impacts (HIA Table 8, Guideline 2 - Guidelines Considered from Section 6.9.3. Area Specific – Ellen Street East of the Civic Centre) **Staff Comment:** *The height and roofline of the proposed building is in keeping with the original building, but the proposed design has to stepback. The HIA should include commentary on how this part of the policy is not being satisfied and suggest mitigation measures*.	ARA has provided further details related to how the built form was considered in the design presented in the Conditional Approval of Site Plan Application. See Section 3.0. The chart discussing this guideline has been updated accordingly to address this comment. See Section 4.0, Table 6.
HIA Page No: 53 **HIA Section**: Analysis of Potential Impacts (HIA Table 8, Guideline 5 - Guidelines Considered from Section 6.9.3. Area Specific – Ellen Street East of the Civic Centre Neighbourhood HCD Plan) **Staff Comment:** *This would need to be updated to reflect the new proposed place for garbage.*	ARA has provided a revised description of the proposed development to reflect the design presented in the Conditional Approval of Site Plan Application. See Section 3.0. The chart discussing this guideline has been updated accordingly to address this comment. See Section 4.0, Table 6.
HIA Page No: 53 **HIA Section**: Analysis of Potential Impacts (HIA Table 9, Guideline 1 - Guidelines Considered from Section 6.5.1 Additions of the Civic Centre Neighbourhood HCD Plan) **Staff Comment:** *It was previously mentioned that the proposed material for the addition is horizontal siding. However, the discussion for this guideline includes Board and Batten – which is traditionally vertical siding. Please confirm or revise this portion in the HIA.*	ARA has provided a revised description of the proposed development to reflect the design presented in the Conditional Approval of Site Plan Application. See Section 3.0. The chart discussing this guideline has been updated accordingly to address this comment. See Section 4.0, Table 7.
HIA Page No: 53 **HIA Section**: Analysis of Potential Impacts (HIA Table 9, Guideline 4 - Guidelines Considered from Section 6.5.1 Additions of the Civic Centre Neighbourhood HCD Plan) **Staff Comment:** *The HIA should mention how the proposed addition does not have any stepback, and how that might impact that elevation, seeing as it is highly visible from the public realm.*	ARA has provided a revised description of the proposed development to reflect the design presented in the Conditional Approval of Site Plan Application. See Section 3.0. The chart discussing this guideline has been updated accordingly to address this comment. See Section 4.0, Table 7.
HIA Page No: 53 **HIA Section**: Analysis of Potential Impacts (HIA Table 9, Guideline 6 - Guidelines Considered from Section 6.5.1 Additions of the Civic Centre Neighbourhood HCD Plan) **Staff Comment:** *I do not agree with this statement. The 'bump out' of the addition will have a negative impact on the existing symmetry of the building, and also on the Greek Floor plan that currently exists. Mitigation measures need to be explored which might include stepping back the addition, so that: 1) It is insubordinate to the original building; and 2) It does not have an adverse impact on the existing elevations and symmetry of the building.*	ARA has provided a revised description of the proposed development to reflect the design presented in the Conditional Approval of Site Plan Application. See Section 3.0. The chart discussing this guideline has been updated accordingly to address this comment. See Section 4.0, Table 7.
HIA Page No: 56 **HIA Section**: Masonry Repointing and Painting (HIA Section 12.4) **Staff Comment:** *Can the HIA confirm that the building is stable enough to withstand the proposed replacement and construction of the addition?*	A Temporary Protection Plan, Vibration Monitoring Report and Pre-Condition Structural Assessment on the subject property have been completed as part of this resubmission.
HIA Page No: 57 **HIA Section**: Vegetative Screening (HIA Section 12.6)	ARA has provided a revised description of the proposed development to reflect the design

Staff Comment: *This section could require updating based on present garbage collections plans.*	presented in the Conditional Approval of Site Plan Application. See Section 3.0.

Table 2: Conservation Plan – Comments to be Addressed

City of Kitchener	Relevant ARA Section
Staff Comment: The photos and description of the proposed development will need to be updated based on the discussions that were had with Matthew and the team during the site plan approval process.	ARA has provided a revised description of the proposed development to reflect the design presented in the Conditional Approval of Site Plan Application. See Section 3.0.
Staff Comment: There needs to be some commentary regarding how the proposed development is in keeping with the Standards and Guidelines - and how each relevant standard and guideline is being met. They are mentioned in the CP but are not elaborated on and it is something we typically ask for in our CPs	ARA has provided the Standards and Guidelines recommendations that were considered when writing the 2022 Conservation Plan. See Section 6.1.
Staff Comment: Our ToR also mentions a cost estimate for the short-term works, if it is required. If there are none, you can let me know and mention that in the CP.	No short-term works requiring a cost estimate were identified in the 2022 Conservation Plan. A 2024 structural assessment completed by Tacoma Engineers Inc. identified some short terms works and a cost estimate was provided. See Section 6.2.

2.0 EXISTING CONDITIONS

The subject property is located within the Civic Centre Neighbourhood Heritage Conservation District (CCNHCD) and designated under Part V of the *Ontario Heritage Act*. The CCNHCD applies groupings for properties within the HCD; Group A (very fine example) or Group B (fine example) represent “fine or very fine” examples of an architectural style (City of Kitchener 2007:27). It should be noted that there is some inconsistency within the CCNHCD regarding the subject property’s grouping as the property includes multiple municipal addresses. Appendix B of the CCNHCD has identified 60 Ellen Street East as Class B (fine) and 115 Lancaster Street East as Group A (very fine), however an overview map of the Civic Centre neighbourhood identifies the entire property as Group A (very fine example).

An architectural description and overview of the condition of the subject property and its heritage attributes was provided in ARA’s 2022 HIA and CP. As the initial HIA and CP submission took place in 2022, updated photographic documentation of each elevation is provided below (see Image 1 to Image 4). There have been no changes to the exterior appearance of the building since the initial submission of the HIA and CP.

2.1 Statement of Cultural Heritage Value or Interest

A statement of cultural heritage value or interest and the identification of heritage attributes was developed as part of the 2022 HIA and has been added to this memo for reference. It should be noted that the 2022 HIA described the existing building as a two-and-a-half-storey building whereas the drawings and designs provided by the client’s architect described the existing building as three-storeys. For clarity, the following statement was updated to describe the building as three-storeys.

2.1.1 Introduction and Description of Property

The subject property, municipally known as 58-60 Ellen Street East and 115 Lancaster Street East, is situated on a triangular shaped lot. The lot contains a three storey, painted brick residential house in Berlin or Kitchener vernacular architectural style that features decorative elements influenced by Queen Anne residential architecture.

2.1.2 Statement of Cultural Heritage Value/Statement of Significance

58-60 Ellen Street East and 115 Lancaster Street East has design or physical value as a representative example of a late 19th century Berlin or Kitchener vernacular residence with Queen Anne design elements. Constructed circa 1888, the building is distinguished by projecting wings on the façade, northeast and southwest elevation that feature large, paired window openings with segmental arches. The Queen Anne influence is displayed through the steep intersecting gable roofline with decorative gable ends, wooden sash windows with small panes of coloured glass, deep eaves with a molded wooden fascia.

58-60 Ellen Street East and 115 Lancaster Street East has historical or associative value for its associations with the local artist Anna Rothaermel Cairnes. Anna Rothaermel Cairnes, is a notable Berlin/Kitchener artist who resided and operated an art studio out of the residence. Her work is featured in the Ken Seiling Waterloo Region Museum and the Kitchener-Waterloo Art Gallery collection.

58-60 Ellen Street East and 115 Lancaster Street East has contextual value as it supports and maintains the late 19th and early 20th century character of the Civic Centre neighbourhood and the development of the Town of Berlin. Positioned at the approximate centre of a triangular shaped lot, the property is placed alongside a cluster of historic homes within the Civic Centre neighbourhood. 58-60 Ellen Street East and 115 Lancaster Street East contributes to the late 19th and early 20th century character of the area which is recognized as playing an important and prominent role in the development of the town of Berlin, now the City of Kitchener.

58-60 Ellen Street East and 115 Lancaster Street East has contextual value as it is visually and historically linked to the Civic Centre neighbourhood which is an important residential neighbourhood directly associated with several key periods of growth and development. The property is visually and functionally linked to its surrounding as being the terminus for two streets and for its prominent location at “five points”. The significance is reinforced through the Berlin/Kitchener vernacular architectural style of the structure. Constructed circa 1888, the subject property is historically linked to the surrounding as being part of a larger residential neighbourhood which was associated with important businesses and community leaders and associated with several key periods of urban growth and development

Cultural Heritage Attributes:

58-60 Ellen Street East and 115 Lancaster Street East has design or physical value as a representative example of a late 19th century Berlin or Kitchener vernacular residence with Queen Anne design influence. The subject property contains the following attributes which reflect this value:

- Brick exterior
- Three-storey height;

- Projecting wings on façade and side elevations;
- Original and paired wooden sash windows with segmental arches and brick voussoirs;
- Queen Anne style wooden sash windows on second and attic storey facade with multiple coloured glass panes;
- Intersecting gable roof;
- Decorative gable ends with wooden shingles;
- Deep eaves; and
- Molded wooden frieze

58-60 Ellen Street East and 115 Lancaster Street East has historical or associative value for its associations with local artist Anna Rothaermel Cairnes. The subject property contains the following attributes which reflect this value:

- Location facing south on corner of Ellen Street East and Lancaster Street East at the Five Point intersection.
- Location on the boundary edge of the Civic Centre neighbourhood Heritage Conservation District.

58-60 Ellen Street East and 115 Lancaster Street East has contextual value as it supports and maintains the late 19th and early 20th century character of the Civic Centre neighbourhood and the development of the Town of Berlin. The subject property contains the following attributes which reflect this value:

- Location facing south on the corner of Ellen Street East and Lancaster Street East at the Five Point intersection.
- Location on the boundary edge of the Civic Centre neighbourhood Heritage Conservation District.
- Brick exterior
- Three storey height;
- Projecting wings on façade and side elevations;
- Original and paired wooden sash windows with segmental arches and brick voussoirs;
- Queen Anne style wooden sash windows on second and attic storey facade with multiple coloured glass panes;
- Intersecting gable roof;
- Decorative shingles on gable end;
- Deep eaves; and
- Molded wooden frieze

Image 1: Subject Property – Façade
(Photo taken September 9, 2024)

Image 2: Subject Property – East Elevation
(Photo taken September 9, 2024)

Image 3: Subject Property – North Elevation
(Photo taken on September 9, 2024)

Image 4: Subject Property – West Elevation
(Photo taken on September 9, 2024)

3.0 PROPOSED DEVELOPMENT

The following section outlines the design associated with the *Conditional Approval of Site Plan Application* (henceforth, the revised design) which was modified after the initial submission of the HIA and CP in 2022. The revised design involves the construction of a three-storey addition to the rear of the existing three-storey building and includes renovations to the exterior and interior of the existing building (see Figure 1 to Figure 7). The revised design will result in an eleven unit building with a shared tenant storage area. The addition is proposed to be at the rear of the existing building (north elevation).

3.1 Exterior Design

The subject property is an irregular corner lot, with street frontages on and high visibility along both Lancaster Street East and Ellen Street East. Recognizing that these conditions present constraints on how the property could be adapted, there was much consideration on how an addition should interact with the existing building. As outlined in the HIA, the existing building was historically oriented to face the "Five Points" intersection to the southeast of the subject property. Later modifications to the building, including the addition of multiple porches and a two-storey, hip roof addition on the west elevation of the building modified the building's initial Greek Cross floor plan. In the mid-20th century, the building was retrofitted to a multi-unit rental property which reoriented the primary entrances to the building to Ellen and Lancaster Street East. Currently, the subject property marks the eastern boundary of the CCNHCD and frames the entrance to the CCNHCD from Ellen Street East and Lancaster Street East. The Heritage Character Statement in the CCNHCD notes that the area is valued for the historic development that took place in the City of Kitchener at the turn of the 19th century with large homes associated with key business and community leaders of the time and that a key heritage attribute is the "wealth of well maintained, finely detailed buildings from the late 1800s and early 1900s that are largely intact" (City of Kitchener 2007:2.7). With these considerations in mind, the initial and revised design positioned the addition in a manner that would preserve the façade view of the existing building and best maintains the view of the subject property as one would view it from the Five Points intersection and when entering the CCNHCD.

The site plan of the revised design (see Figure 1) outlines that two asphalt parking spaces will be located in the northwest corner of the property, using the existing driveway access and curb cut along Ellen Street East. Garbage and recycling storage is proposed along the northern property boundary as well as a bicycle storage area for eight bicycles. These amenities are proposed to be buffered from the neighbouring properties by a 1.8-meter-high wood privacy fence. The east elevation along Lancaster Street East is primarily a sodded area with concrete pathways to access the unit entrances. The south elevation includes a patio/public amenity area, landscaping and sodded area where Ellen Street and Lancaster Street East intersect. Lasty, the west elevation includes a concrete walkway, landscaping features, new fire hydrant, retaining wall, and backlit building signage and multiple trees. Figure 2 shows the overall massing of the proposed addition.

Alongside the construction of a three-storey addition, changes are proposed for the exterior envelope of the existing structure which are detailed in Figure 3 – Figure 7. Overall changes to the existing building's exterior appearance include:

- Replacement of the existing asphalt shingle roof with a lighter grey asphalt shingle (Certainteed, Landmark Pro "Weathered Wood" – see Figure 3);

- Removal of the existing wooden board soffit and fascia to be replaced with a vented aluminum soffit and fascia. The existing wooden frieze board, which was identified as a heritage attribute is proposed to be retained and refurbished.
- The existing decorative trim on the gable ends is proposed to remain. Any worn or missing cedar shakes are proposed to be replaced with new cedar shakes of the same style and size. The cedar shakes are proposed to be stained (stained to the colouring of Frasier Wood Siding "Ginger" or similar – see Figure 3).
- Removal and replacement of existing eavestroughs to improve water shedding;
- Removal and replacement of the existing door fixtures to be replaced with doors that will be painted (Benjamin Moore colour no. 2158-20 "Venetian Gold" – see Figure 3).
- Removal of the existing wooden sash windows on all elevations to be replaced with contemporary windows of the same shape, style and size, with the exception of two multi-paned wooden windows with coloured glass on the façade, which are proposed to be retained and restored;
    - See Section 3.1.1 for further discussion and rationale related to the removal and replacement of the existing windows.
- Painting the structure's brick masonry:
    - The client has outlined that their contractor will be cleaning the brick masonry prior to repainting to remove any loose paint residue/debris. The client confirmed that their contractor will be provided with the masonry conservation guidance outlined in the Conservation Plan, namely: *Masonry cleaning to remove any biological growth and old paint residue should use non-abrasive cleaning methods such as low-to-medium pressure water (100-400psi), steam cleaning or a chemical application* (ARA 2022:44).
    - Any brick masonry areas requiring repair are proposed to be repaired after cleaning. The client has retained masons from Brent's Masonry who have demonstrated experience with historical buildings in the Region of Waterloo. The client confirmed to ARA that they will be provided with the masonry conservation guidance outlined in the Conservation Plan.
    - Once cleaned and repaired, the brick masonry will be repainted with a latex exterior paint, Benjamin Moore colour no. OC-55 "Paper White" – see Figure 3.
- Removing the paint from the stone masonry foundation:
    - The client has outlined that their contractor will be cleaning the brick masonry prior to repainting to remove any loose paint residue/debris. The client confirmed that their contractor will be provided with the masonry conservation guidance outlined in the Conservation Plan, namely: *Masonry cleaning to remove any biological growth and old paint residue should use non-abrasive cleaning methods such as low-to-medium pressure water (100-400psi), steam cleaning or a chemical application* (ARA 2022:43).
    - Any brick masonry areas requiring repair are proposed to be repaired after cleaning. The client has retained masons from Brent's Masonry who have demonstrated experience with historical buildings in the Region of Waterloo. The client confirmed to ARA that they will be provided with the masonry conservation guidance outlined in the Conservation Plan.

With respect to the façade (south elevation), specific changes to the elevation are outlined in Figure 4 and include:

- Retaining and restoring the multi-paned, coloured glass sash windows located on the second and third storey which were identified as heritage attributes contributing to the building's Queen Anne architectural style.
- Enlarging an existing, but modified window opening on the first floor to reinstate the original masonry opening.

With respect to the east elevation, specific changes to the elevation are outlined in Figure 5 and include:

- The removal of the wood-framed, one-storey sunroom on the southeast corner of the building.
    - The sunroom and addition behind it represent later additions to the building and are not considered to contribute to the building's Queen Anne architectural style.
- Installation of guardrails to create an enclosed patio above the existing flat roof addition on the southeast corner of the building.
- Enlarging an existing window opening to become a doorway to provide access to the second storey patio
    - This opening represents a previous modification to the original building design and is not considered contributing to the building's Queen Anne architectural style. The opening is differentiated from the original openings by its jack arch, irregular placement and different sash style.
- Resizing an existing second storey egress door to become a window opening.
    - This opening represents a previous modification to the original building design and is not considered contributing to the building's Queen Anne architectural style. The opening is differentiated from the original openings by its jack arch and irregular placement.
- Removal of the wood frame, one-storey storage area on the northeast corner of the building.
    - The one-storey storage area represents a later addition to the building and is not considered to contribute to the building's Queen Anne architectural style.
    - Following removal, the construction of a hip roof porch roof spanning the distance to the addition on the north addition. This new roof will shield the existing east elevation entrance.
- Construction of an Arriscraft cut stone wall and guardrails to frame the entrances to the proposed basement units.
- Construction of a shed roof dormer on the third storey containing a rectangular window opening composed of three windows. The dormer walls will be clad in cement board shingles (James Hardie colour "Aged Pewter") that will match the three-storey addition on the north elevation. The dormer roof will be clad in asphalt shingles matching the rest of the roof cladding.
    - The dormer is to be positioned in line with the windows in the gable ends of the existing building.

With respect to the north elevation, specific changes to the elevation are outlined in Figure 6 and include:

- The proposed three-storey addition constructed along the existing north elevation and will be visible along the east and west elevation (see Figure 5 – Figure 7). While the addition abuts the existing building, the construction of the proposed addition would not include the removal of the north elevation's brick masonry. The masonry will be encapsulated within the addition and all existing openings will be closed in/infilled to create interior separation between the residential units.
    - There are two openings in the north elevation masonry, one of which represents an original opening, differentiated by its size and shape with a segmental arch and brick voussoirs.
    - The gable roofline will be extended to meet the roof ridge of the additions gable roof.
- The three-storey addition is described as follows:
    - The addition is to be clad in James Hardie siding colour "Aged Pewter" with accent trim in James Hardie Siding colour "Arctic White" (see Figure 3).
    - Window openings located on the west and east elevation and therefore visible along Ellen and Lancaster Street East will be rectangular and sized to make reference to the opening sizes on the existing building.
    - The north elevation of the three-storey addition contains two rectangular openings on each storey with a covered patio on the third storey.
        - The window opening sizes differ from the original openings however this was limited to the rear elevation to minimize impact to the streetscape.
    - Entrances to two basement units are located at the sub-level along this elevation.
- The west elevation of the three-storey addition will contain two rectangular window openings on the first and second storey.
    - The window openings differ in size from the original openings on the existing building but draw inspiration from the original openings in their proportions and placement.
    - A two-storey porch is to be installed along this portion of the addition with guardrails framing entrances and exterior areas for the units.

With respect to the west elevation, specific changes to the elevation are outlined in Figure 7 and include:

- The existing fire escape is proposed to remain however will be painted and refurbished with new guardrails to meet safety requirements;
- The existing third storey dormer is proposed to be enlarged to accommodate full storey height dormer with a flat roof.
    - This dormer rests on a two-storey hip roof addition that was added and modified the building's original Greek Cross floor plan at an unknown date.
    - The new dormer will be finished with vertical steel siding and a decorative wood frieze board, referencing the existing frieze board will be installed along the ridge.
- The existing porch and deck on the northwest corner of the building are proposed to be removed and replaced with newly constructed patios with guardrails to meet safety requirements and establish a consistent finish around the building
- The existing 1960s wood porch on the southwest corner of the building is proposed to be removed and replaced with new covered porch with a bellcast shingled roof.

    - This bellcast roofline makes reference to the porch visible in historical images of the existing building and is in keeping with porch styles on Queen Anne buildings.
- The existing door on the gable end will be replaced with a new door fixture that will be painted (Benjamin Moore colour no. 2158-20 “Venetian Gold”).
- An existing 1960s ‘closet addition’ on the southwest corner of the building is proposed to be removed. The openings within this addition are proposed to be removed and brick infilled.
    - The client has retained masons from Brent’s Masonry who have demonstrated experience with historical buildings in the Region of Waterloo. The client confirmed to ARA that they will be provided with the masonry conservation guidance outlined in the Conservation Plan.

3.1.1 Replacement of Windows/Doors

The property owner has indicated that the proposed design includes the retention and restoration of the two paired Queen Anne style wooden sash windows with multi-paned coloured glass which are located on the façade. These windows were specifically indicated as heritage attributes in the 2022 HIA. The existing one-over-one wooden sash windows with segmental arches, which were identified as heritage attributes in the 2022 HIA (see Section 2.1.2) are proposed to be removed as part of the proposed development. Comments from City of Kitchener Planning staff and the City’s heritage committee noted that they “strongly encourage the retention of all original wood windows” (City of Kitchener 2022:4). Based on communication with the property owner, ARA understands that they would still like to remove the existing wooden windows to replace them with aluminum frame windows produced by Everlast Group of Companies of the same size and style. The property owner cited financial considerations associated with restoration of the existing windows and ongoing maintenance concerns associated with the future use of the building as a multi-unit rental building.

As per the required due diligence and at the direction of City of Kitchener Planning Staff and ARA, the property owner obtained a quote on the cost of restoring the existing wooden windows to compare with the cost of the desired aluminum windows. The property owner contacted Hoffmeyer’s Mill, a wood window sash and storm windows producer based in Sebringville, Ontario, who provided a rough estimate of the cost to produce a reproduction of the existing one-over-one wood window units on the subject property (19 in total) with a matching two lite arched storm window and half height screen. Hoffmeyer’s Mill outlined that each window would cost $3150.00, totalling $59,850.00 for the 19 sash windows in the existing building. Comparatively, the cost to procure all the windows needed for the existing building and addition (47 aluminum frame windows in total) from Everlast Group of Companies, was quoted at $59,388.73+HST. Full communication with Hoffmeyer’s Mill and Everlast Windows has been provided in Appendix A.

3.2 Interior Design

Based on the materials provided by the property owner associated with the revised design the property will include 11 units between the existing building and the new addition and shared basement tenant storage (see Figure 8 – Figure 11). An overview of the 11 units is as follows:

1. Unit 001 is proposed to be a one bedroom/bathroom apartment measuring 450 ft². This unit will be located in the basement of the existing building and accessed via stairs on the east elevation. A private patio is located at the entrance to this unit.
2. Unit 002 is proposed to be a one bedroom/bathroom apartment measuring 585 ft² and extends between the basement and ground floor of the new addition. The unit will be

accessed via stairs on the east elevation which leads to a patio that is shared with Unit 003.

3. Unit 003 is proposed to be a one bedroom/bathroom apartment measuring 530 ft² and extends between the basement and ground floor of the new addition. The unit will be accessed via stairs on the east elevation which leads to a patio that is shared with Unit 002.
4. Unit 101 is proposed to be a two bedroom/bathroom apartment measuring 830 ft². This unit will be located on the ground floor of the existing building and accessed via stairs on the west elevation. A new porch measuring will be located at the entrance to this unit.
5. Unit 102 is proposed to be a one bedroom/bathroom apartment measuring 420 ft². This unit will be located on the ground floor of the existing building and accessed via a ramped porch on the east elevation.
6. Unit 103 is proposed to be a one bedroom/one-and-a-half-bathroom apartment measuring 500 ft² and extends between the second and third storey of the new addition. Access to the unit via a new porch is located on the ground floor on the west elevation. This unit has two private patios, the first located on the second storey of the west elevation and the second off the bedroom on the third storey of the north elevation.
7. Unit 104 is proposed to be a one bedroom/bathroom apartment measuring 550 ft² and extends between the second and third storey of the new addition. Access to the unit via a new porch is located on the ground floor on the east elevation. This unit has a private patio located on the second storey of the east elevation.
8. Unit 201 is proposed to be a two-bedroom, one bathroom apartment measuring 595 ft². This unit will be located on the second storey of the existing building and accessed via the existing interior staircase with an entrance on the east elevation. This unit will have a private patio located on the southeast corner of the building.
9. Unit 202 is proposed to be a one-bedroom/bathroom apartment measuring 425 ft². This unit will be located on the second storey of the existing building and accessed via the existing interior staircase with an entrance on the east elevation. This unit will have a private patio located on the west elevation of the building.
10. Unit 301 is proposed to be a one-bedroom/bathroom apartment measuring 440 ft². This unit will be located on the third storey of the existing building and accessed via the existing interior staircase with an entrance on the east elevation. This unit will have an emergency exit located on the west elevation that connects to an exterior fire escape.
11. Unit 302 is proposed to be a one bedroom/bathroom apartment measuring 550 ft². This unit will be located on the third storey of the existing building and accessed via the existing interior staircase with an entrance on the east elevation. This unit will have an emergency exit located on the west elevation that connects to an exterior fire escape.

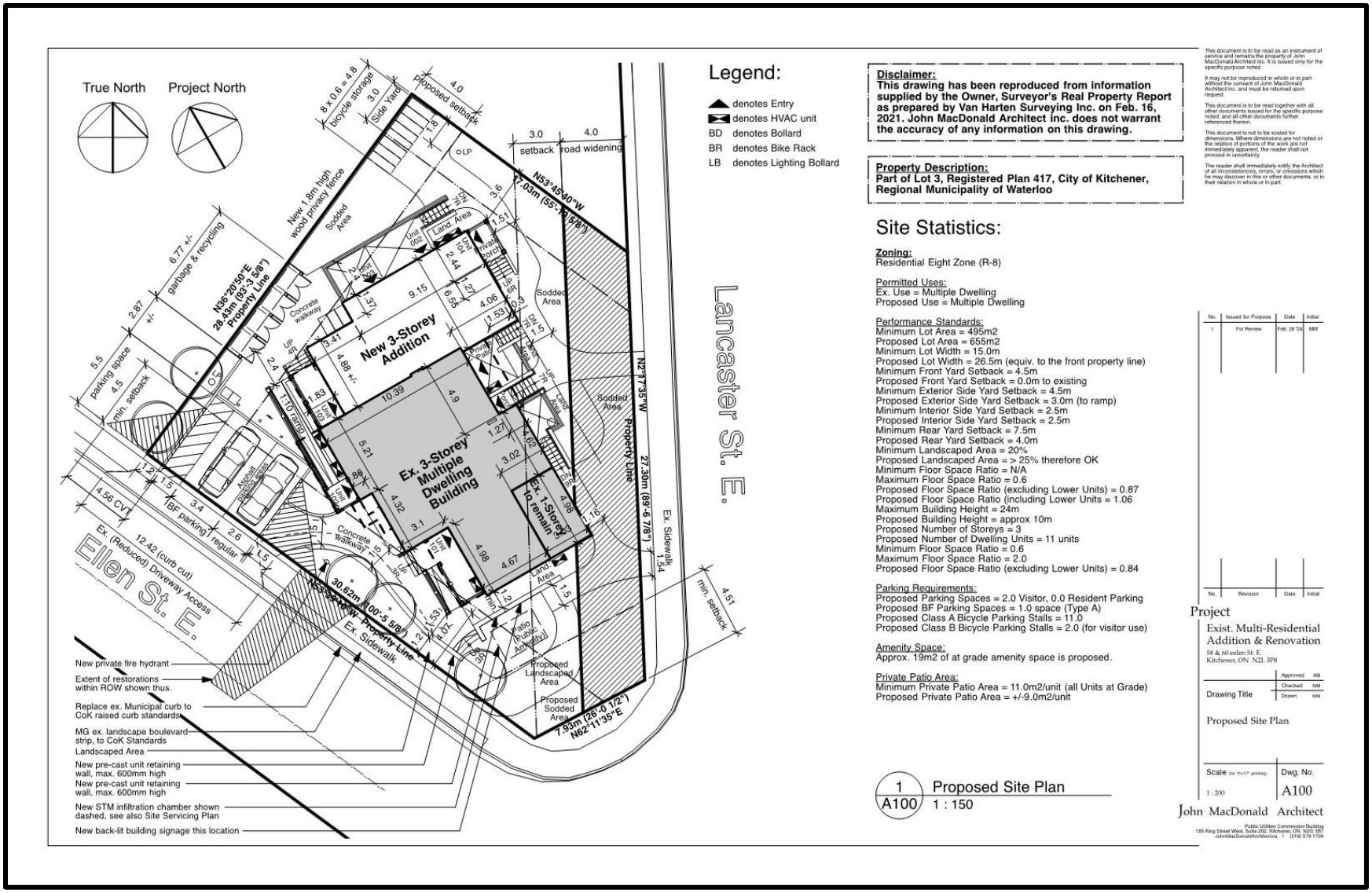

Figure 1: Proposed Site Plan
(John MacDonald Architect)

Figure 2: Proposed Site Plan- Proposed 3D Massing Views
(John MacDonald Architect)

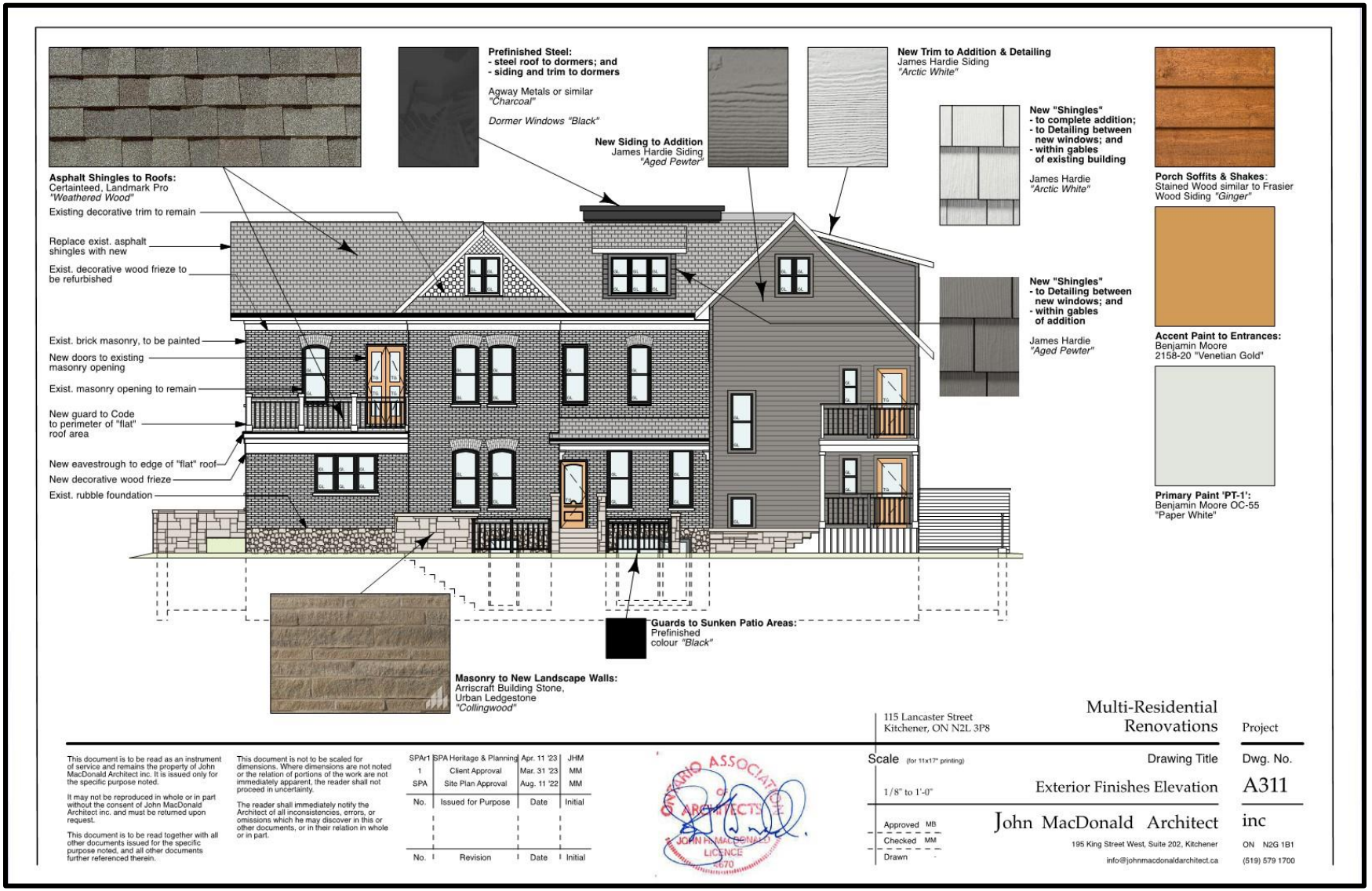

Figure 3: Proposed Site Plan- Exterior Finishes
(John MacDonald Architect)

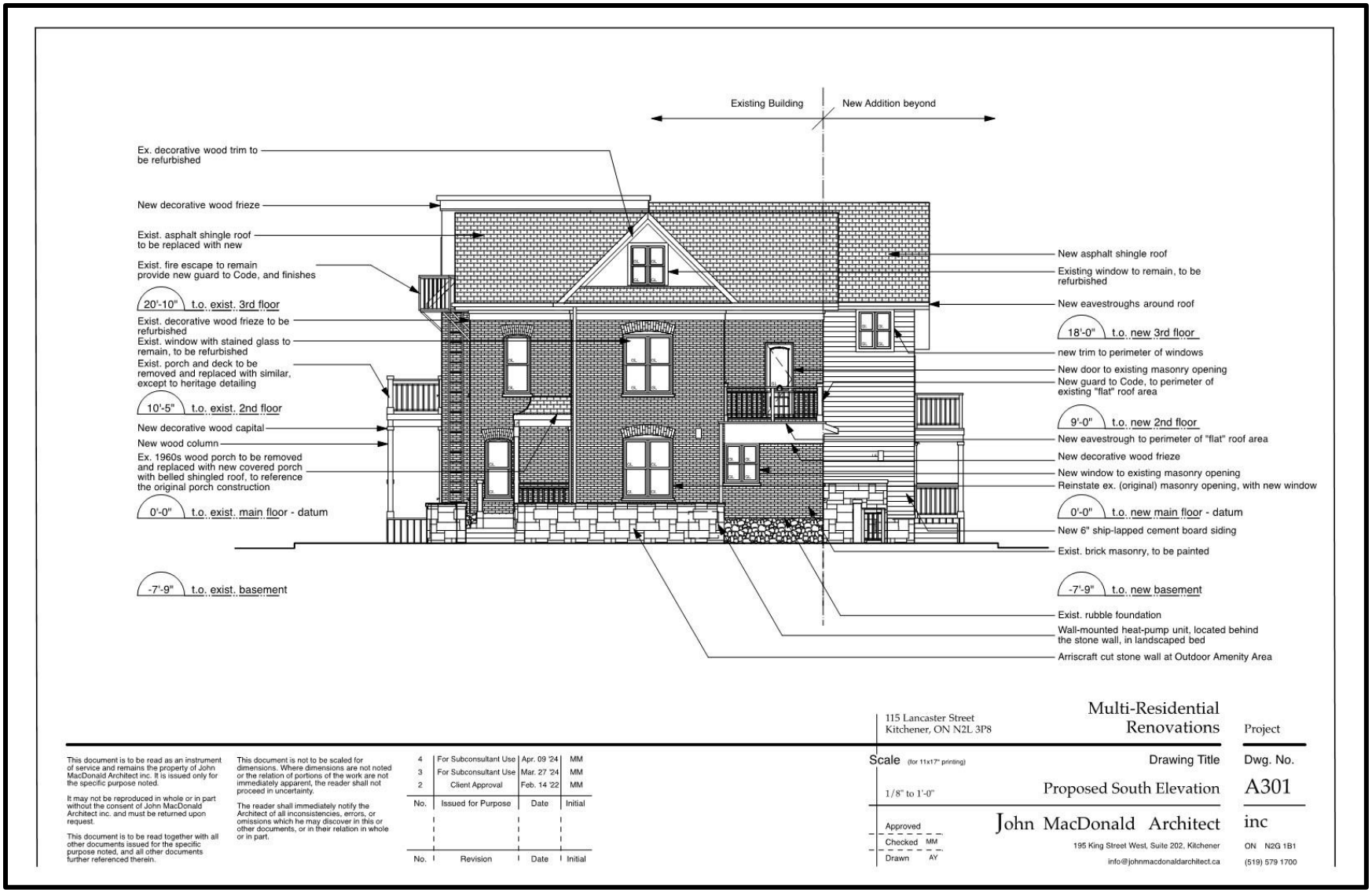

Figure 4: Proposed Site Plan- South Elevation
(John MacDonald Architect)

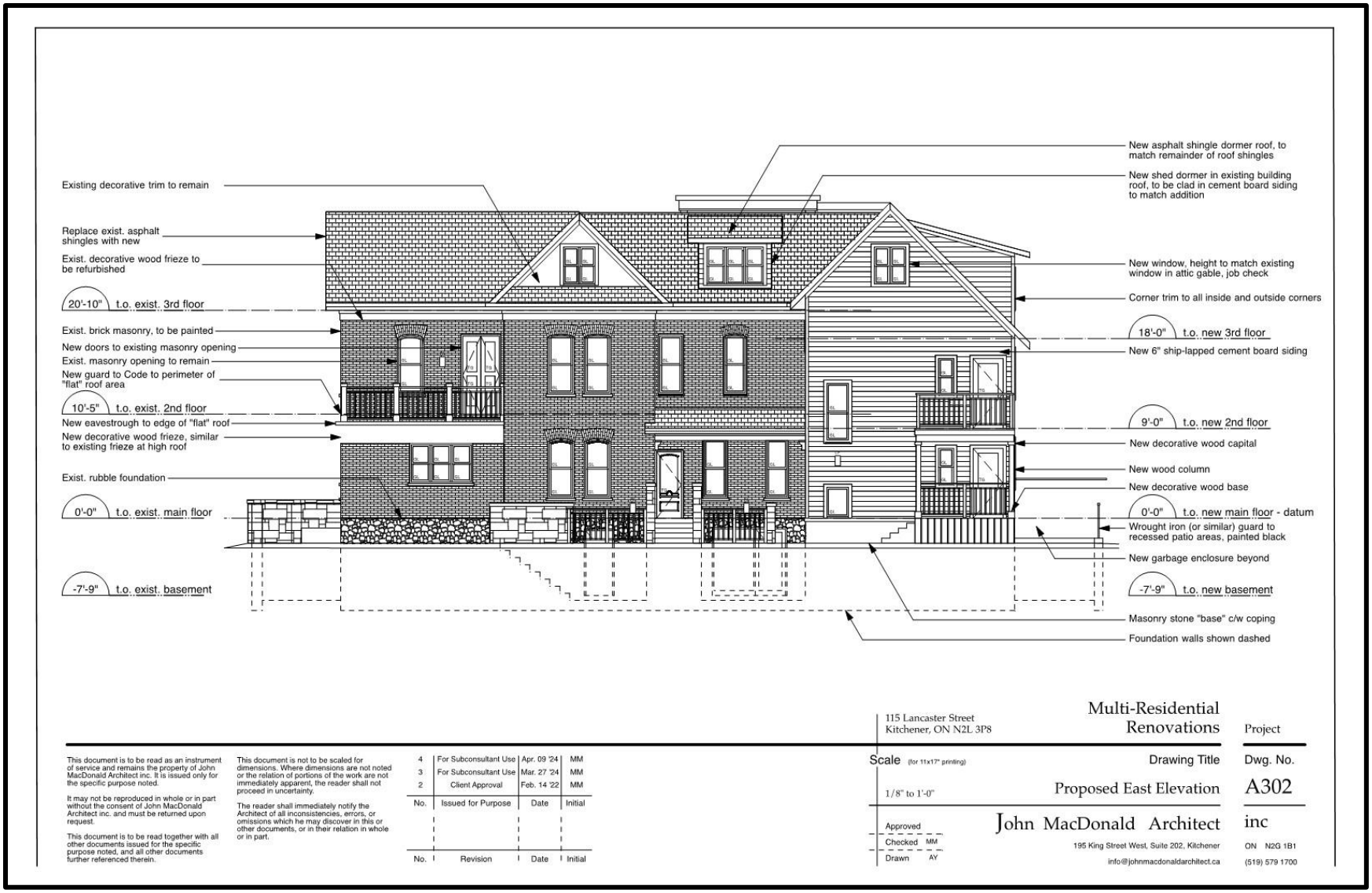

Figure 5: Proposed Site Plan- East Elevation
(John MacDonald Architect)

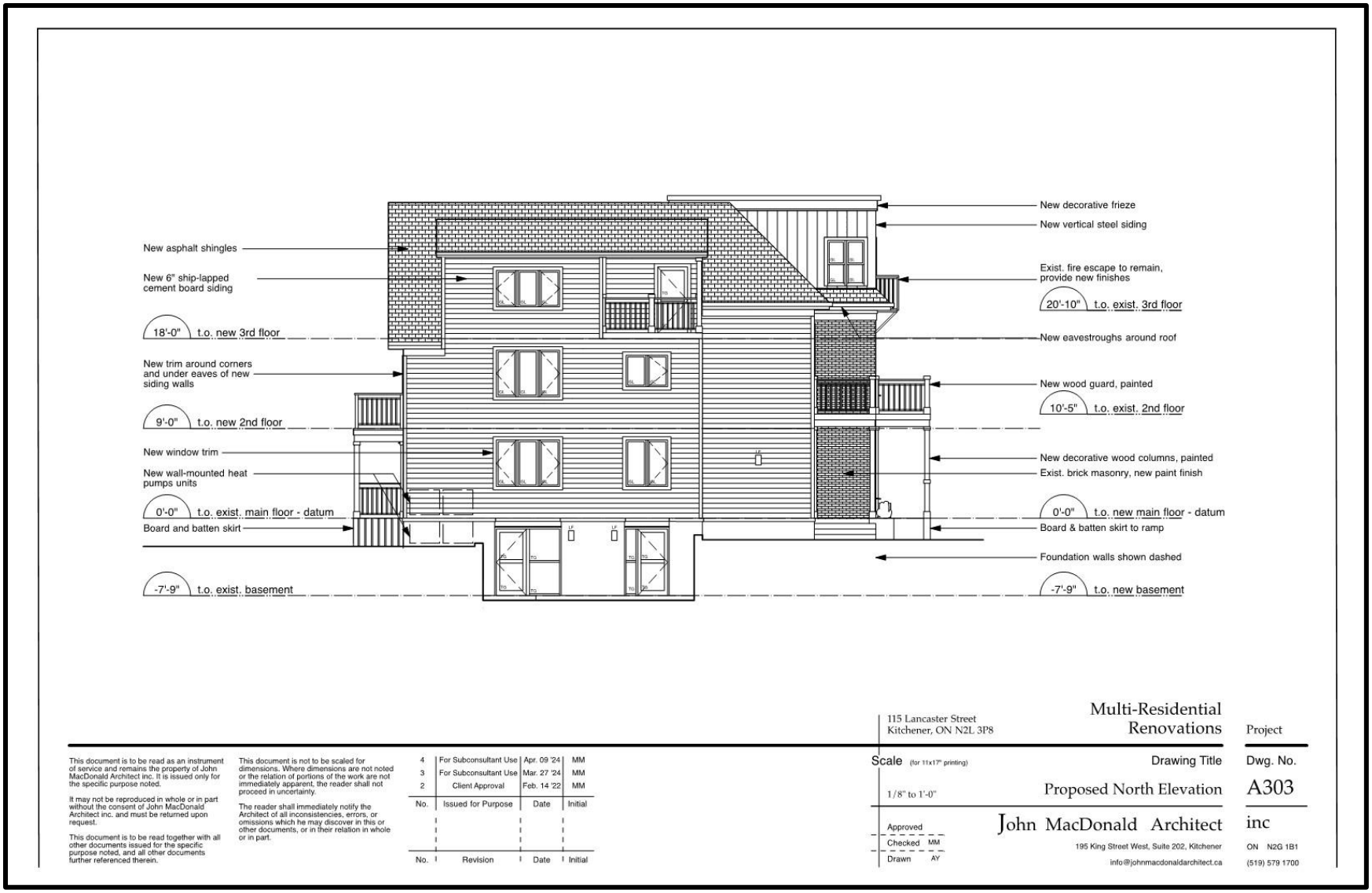

Figure 6: Proposed Site Plan- North Elevation
(John MacDonald Architect)

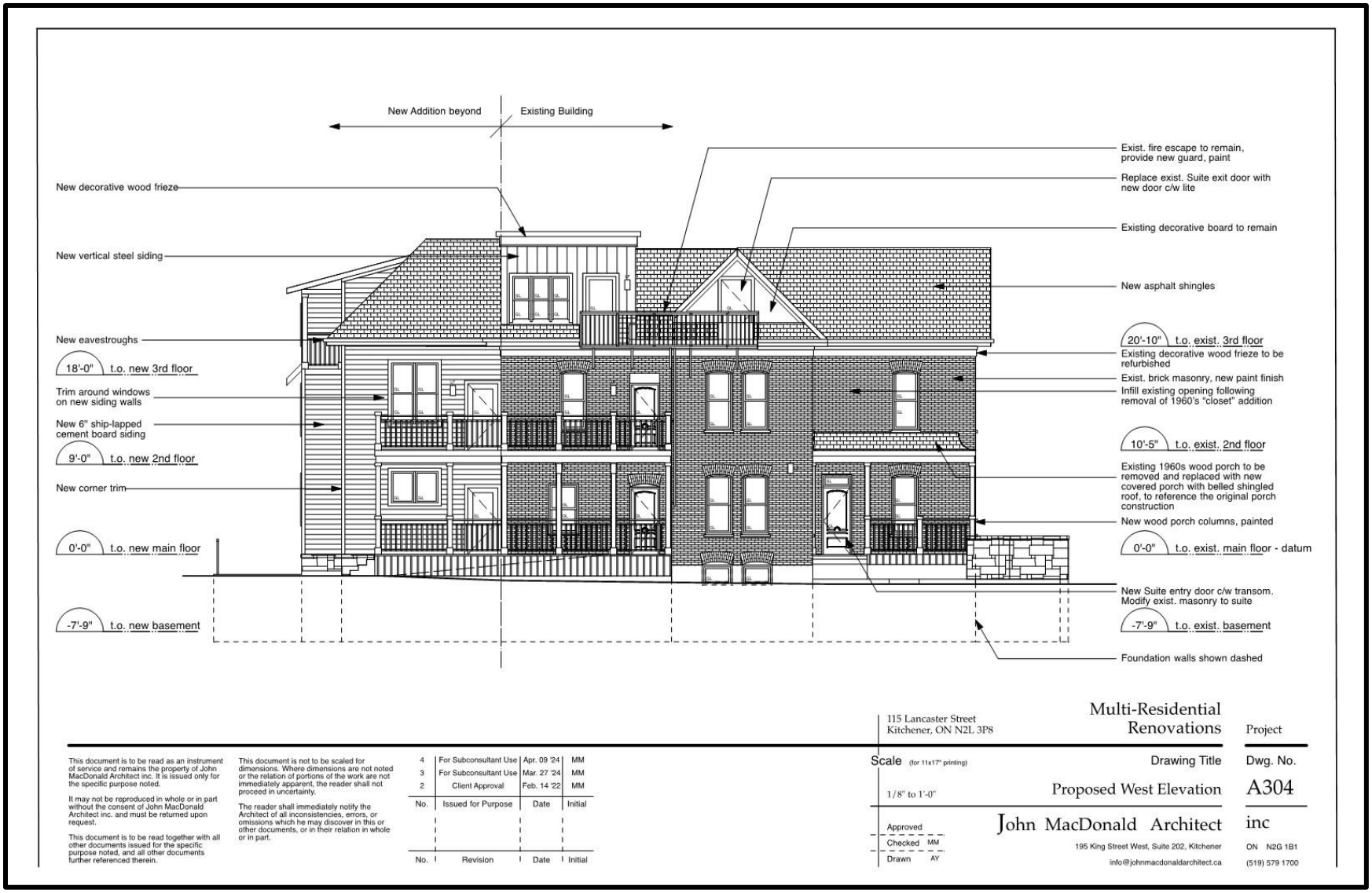

Figure 7: Proposed Site Plan- West Elevation
(John MacDonald Architect)

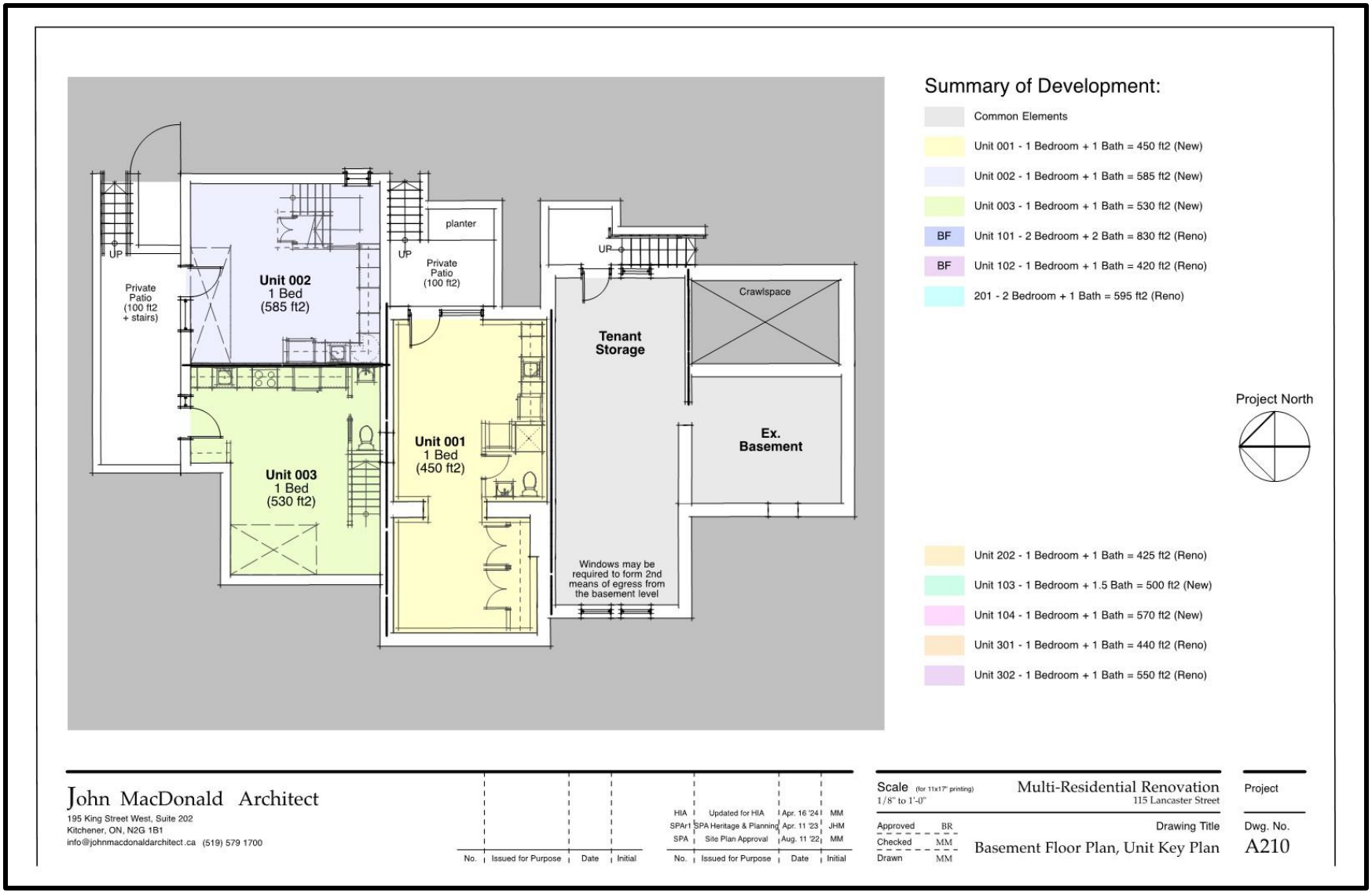

Figure 8: Proposed Site Plan- Basement
(John MacDonald Architect)

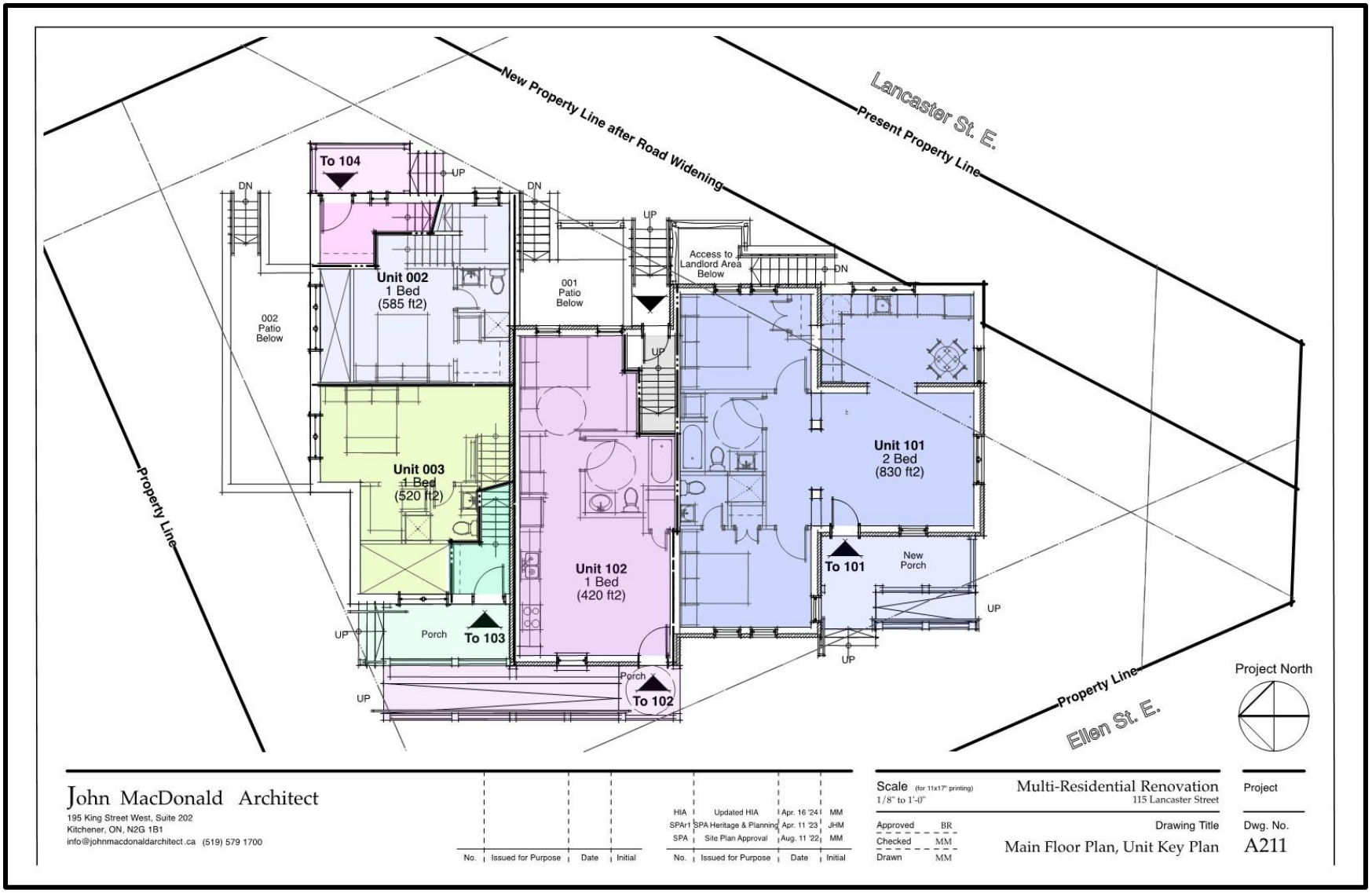

Figure 9: Proposed Site Plan- Main Floor
(John MacDonald Architect)

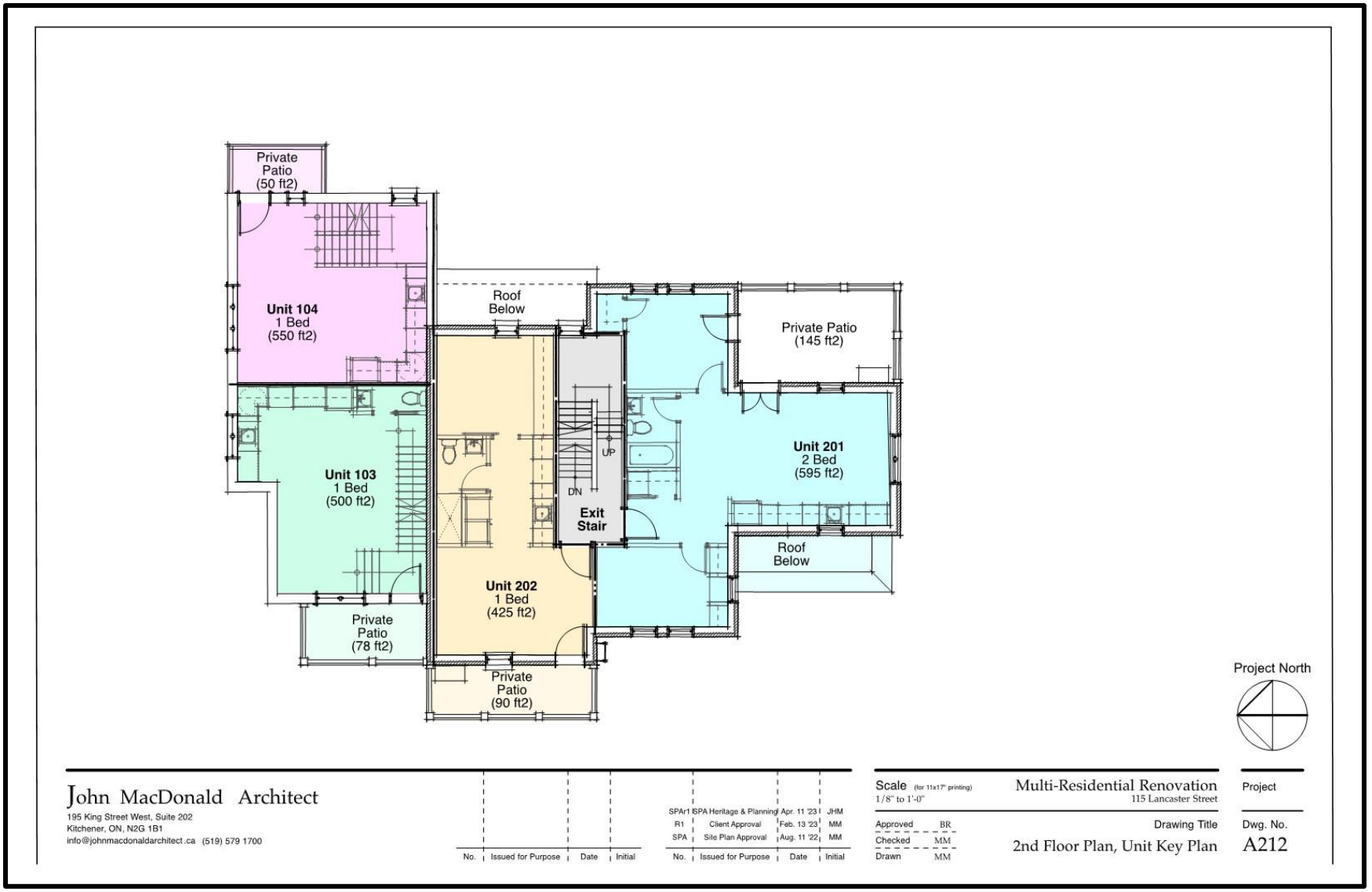

Figure 10: Proposed Site Plan- 2nd Floor Plan
(John MacDonald Architect)

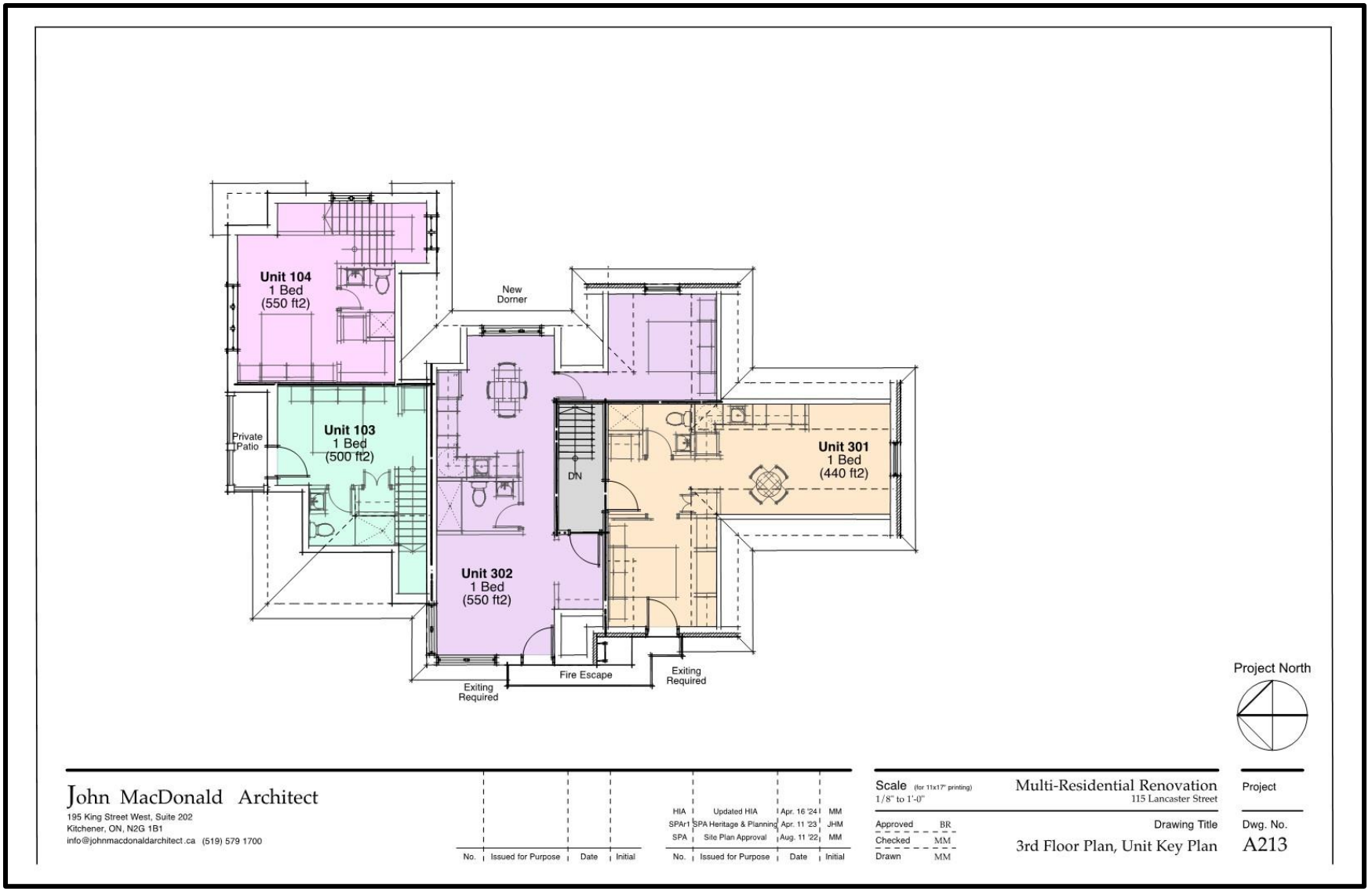

Figure 11: Proposed Site Plan- 3rd Floor Plan
(John MacDonald Architect)

4.0 ANALYSIS OF POTENTIAL IMPACTS

As written in the original HIA, any potential project impacts on identified cultural heritage resources must be evaluated, including positive and negative impacts. The Ministry of Citizenship and Multiculturalism (MCM) *InfoSheet #5: Heritage Impact Assessments and Conservation Plans* (2006:3) provides a list of potential negative impacts to consider when evaluating any proposed development. *The City of Kitchener Scoped Heritage Impact Assessments – Terms of Reference* (2021) references impacts which are to considered. Additionally, impacts against policies associated with additions and alterations to existing buildings are outlined in Section 3.3.2. of the *CCNHCD* have also been included and are outlined in Table 4.

The following analysis of project impacts reflects the revised design of the proposed development as outlined in the Conditional Approval of Site Plan Application and outlined in Section 2.0 of this memo. For clarity and brevity, the analysis found in the tables below are restricted to only address comments received by City Staff as outlined in Table 1. For the full analysis refer to the intial HIA (ARA 2022).

Table 3: Revised Impact Assessment for Proposed Development
(Adapted from MCM 2006:3)

Type of Negative Impact	Applicable (Y/N)	Comments
Alterations to a property that detract from the cultural heritage values, attributes, character or visual context of a heritage resource, such as the construction of new buildings that are incompatible in scale, massing, materials, height, building orientation or location relative to the heritage resource.	Yes	The proposed development includes alterations to the façade and side elevations of the 19th century Queen Anne building including repainting the existing painted brick masonry, and modifications to building elements representing modifications made to the building in the mid-20th century which include: the removal of porches, sunroom and storage area, and resizing window openings that had been previously added or modified to the existing building. None of above elements proposed for removal were identified as heritage attributes. The majority of the original windows openings, which are identified as a heritage attribute will be retained. One original window opening on the rear elevation will be infilled as the three-storey addition is constructed. The remainder of the windows openings that are to be altered represent later modifications to the building. Overall, these changes will not detract from the overall legibility of the original building. While the proposed development does include the retention and restoration of the existing Queen Anne style sash windows with multi-coloured glass panes on the second and third storey of the façade, the remaining segmentally arched windows are proposed to be removed and replaced with aluminum frame windows. This represents a loss of a heritage attribute that detracts from the overall legibility of the building. The proposed development includes the construction of a three-storey addition at the rear of the existing building. Best practice encourages additions to be located at the rear of a historic building to decrease any potential impacts to the surrounding visual context. As outlined in this memo, the subject property represents an irregular corner lot with high streetscape visibility along both side elevations, though historically the building was oriented to face the distinctive 'Five Point" intersection to the south. The decision to position the addition along the north (rear) elevation preserves the façade view of the existing building as viewed from this intersection. The proposed addition is the same height and follows the same roofline pitch as the existing building. The finish materials will follow a corresponding colour palette to the historic building, however their material difference allows the addition to be clearly distinguishable. Overall, the addition's similarity in height and massing to the existing structure and surrounding properties has been thoughtfully considered to minimize detraction from the character or visual context of the heritage resource and surrounding CCNHCD.

Table 4: Revised Policies Considered from Section 3.3.2. Additions and Alterations to Existing Buildings in the *Civic Centre Neighbourhood HCD Plan*

Policies	Discussion
(a) Minor exterior alterations and additions to single detached dwellings shall be permitted provided such alterations are not within any	The proposed development includes exterior alterations to elements or features on the existing building which are located on the front and side yard. Specifically, repainting the painted brick exterior, removal of existing porches and construction of new

Policies	Discussion
front or side yard (Section 13.1.2.1 of the Municipal Plan).	porches, replacement of the existing eavestrough with like material and style, replacement of the existing soffit, replacement of the existing wooden sash windows and infilling of select existing windows. It should be noted that these alterations do not all represent alterations to heritage attributes. The only alteration to a heritage attribute within the front or side yard of the subject property is the replacement of the existing wooden sash windows. These windows are proposed to be replaced with aluminum frame windows that will match the existing style and shape of the windows and will maintain the size and proportion of the existing window openings. The proposed addition is located at the rear of the existing building however due to the subject property's irregular corner lot shape with high visibility along Ellen Street East and Lancaster Street East the addition will be visible along the side elevations.
(d) Additions shall be subordinate to the original structure to allow the original heritage features and built form to take visual precedence on the street.	While the proposed three-storey addition is positioned on the rear (north) elevation of the existing building, the subject property's irregular shape with street frontages on both Lancaster Street East and Ellen Street East means the addition is clearly visible from both the side elevations. As was identified in historical research for the 2022 HIA, the existing building was historically oriented to face the "Five Points" intersection to the southeast of the subject property. To supplement this policy, the recommendations on additions in the Standards and Guidelines for the Conservation of Historic Places in Canada was referenced. On additions, the Standards and Guidelines note: *(a) Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. (b) Make the new work physically and visually compatible with, subordinate to, and distinguishable from the historic place* (Standards and Guidelines 2010:34). Regarding (b), the Standards and Guidelines provides further details about what defines a subordinate addition, stating *This is best understood to mean that the addition must not detract from the historic place or impair its heritage value. Subordination is not a question of size; a small, ill-conceived addition could adversely affect an historic place more than a large, well-designed addition* (Parks Canada 2010:24). With this understanding in mind, the addition was positioned to preserve the view of the existing building's historical facade as viewed from the "Five Points" intersection. Further design choices such as the addition's massing and roof pitch and use of differing finish materials with a corresponding colour palate are also efforts to create a harmonious yet still differentiable portion of the building that allows the façade to remain visually balanced. Further, the removal of some of the 20th century additions, as outlined in the proposed development, will positively contribute to the visibility of the buildings original Greek Cross floor plan.

Table 5: Recommended Practices and Guidelines Considered from Section *6.4 Alterations* of the *Civic Centre Neighbourhood HCD Plan*

Recommended Practices and Guidelines	Discussion
New doors and windows should be of similar style, orientation and proportion as on the existing building. Where possible, consider the use of appropriate reclaimed materials.	The proposed development includes the removal of the existing wooden sash windows with segmental arches which have been noted as being heritage attributes. Replacement doors and windows are proposed to be aluminum frame but will maintain the size and proportions of the existing openings. Further the

Recommended Practices and Guidelines	Discussion
	replacement windows are proposed to maintain the existing sash style of the windows.
Where replacement of features (e.g. – doors, windows, trim) is unavoidable, the replacement components should be of the same general style, size, proportions, and material whenever possible.	The proposed replacement features includes the replacement of the existing doors and windows. This decision was made by the client citing financial considerations associated with restoration of the existing wooden windows and ongoing maintenance concerns associated with the future use of the building as a multi-unit rental building. The replacement doors and windows are proposed to be aluminum frame but will maintain the size and proportions of the existing openings. Further the replacement windows are proposed to maintain the existing sash style of the windows.
Incorporate similar building forms, materials, scale and design elements in the alteration that exist on the original building.	The proposed addition's height and overall massing is informed by the existing building. The proposed addition matches the height of the existing building and the proposed roof pitch corresponds with the existing roofline. Window openings located on the west and east elevation of the proposed addition and therefore visible along Ellen and Lancaster Streets East will be rectangular and sized to make reference to the proportion of the openings on the existing building.

Table 6: Guidelines Considered from *Section 6.9.3. Area Specific – Ellen Street East* of the *Civic Centre Neighbourhood HCD Plan*

Guideline	Discussion
Building facades at the street level should incorporate consistent roof lines and step backs if required to establish a cohesive streetscape	The guideline indicates that a step back should be incorporated *if required* to establish a cohesive streetscape. The height and roofline of the proposed building is in keeping with the existing building and the height of the residences in the surrounding streetscape and is positioned at the rear of the existing building. With this in mind, ARA is of the opinion that a step back is not required in this context. The addition has a gable roof that follows the pitch of the existing building which is in keeping with the original buildings architectural style and does not detract from the surrounding area.
Locate loading, garbage and other service elements (HVAC, meters, etc.) away from the front façade so they do not have a negative visual impact on the street or new building / addition.	The initial design proposed locating garbage and recycling storage along Ellen Street East however, in consultation with City Staff, the revised design places garbage and recycling storage along the northern property boundary to better align with this guideline and ensure there is no negative impact to the streetscape. Additionally, a 1.8-meter-high wood privacy fence is proposed along the property line to minimize any impact of these amenities on the neighbouring properties.

Table 7: Guidelines Considered from *Section 6.5.1 Additions* of the *Civic Centre Neighbourhood HCD Plan*

Guideline	Discussion
Additions that are necessary should be sympathetic and complementary in design and, if possible, clearly distinguishable from the original construction by form or detail. The use of traditional materials, finishes and colours rather than exact duplication of form, can provide appropriate transition between additions and original structures.	The addition will be clearly distinguishable from the original house through materials and form. The proposed use of a corresponding colour palette on the rear addition provide a cohesive visual appearance that remains distinguishable. The proposed addition seeks to use new materials which are intended to visually present as a traditional material (clapboard). The texture and material composition of the two different materials will ensure that they are visually distinctive.
The height of any addition should be similar to the existing building and/or adjacent buildings to ensure that the addition does not dominate the	The height of the rear addition is proposed to be the same as the existing building. The proposed addition will be visible from side elevation due to the nature of the irregular lot; however, the existing historic building will remain prominent and highly visible.

Guideline	Discussion
original building, neighbouring buildings or the streetscape.	
Additions should not obscure or remove important architectural features of the existing building.	The proposed three-storey addition will result in the loss of one segmental arch window opening on the rear (north) elevation. The statement of CHVI identified all of the segmental arch window openings with brick voussoirs heritage attributes and as such, the proposed development doesn't meet this guideline. However, it is important to note that the proposed development will not alter or obscure any of the segmental arch windows on the façade, east and west elevation which are the elevations with visible street frontage. The proposed addition seeks to remove the wooden sash windows (with the exception of the multi-coloured Queen Anne style wooden sash windows on the façade) which were identified as heritage attributes in the statement of CHVI. As such, this guideline is not being met.
Additions should not negatively impact the symmetry and proportions of the building or create a visually unbalanced facade.	The proposed three storey addition does extend further east than the existing east elevation which, when compared to the original 19th century design of the building could be interpreted as an impact to the symmetry of the Greek Floor plan. However, it is important to note that several mid-20th century additions to the building have already obscured this floor plan and the building currently has an irregular footprint. The addition, which is positioned along the rear (north) addition, preserves the view of the existing building's facade as viewed from the "Five Points" intersection. The addition's massing and roof pitch and use of differing finish materials with a corresponding colour palate creates a harmonious yet still differentiable portion of the building that allows the façade to remain visually balanced. Further, the removal of some of the 20th century additions, as outlined in the proposed development, will positively contribute to the visibility of the buildings original Greek Cross floor plan.

5.0 IMPACTS AND REVISED MITIGATION MEASURES

5.1 Summary of Impacts Identified

As outlined in the 2022 HIA, the proposed development will have adverse impacts on some heritage attributes of the subject property as defined by MCM *InfoSheet #5: Heritage Impact Assessments and Conservation Plans* (2006). Additional factors identified in the policies and guidelines of the CCNHCD were also considered in the HIA. The revised design and subsequent revisions to the impact analysis outlined in the previous section provided further information and clarification on the impacts identified in the 2022 HIA, however no additional impacts were identified in this process. Further, the revised design resulted in the removal of two previously identified impacts. The impacts associated with the proposed revised development are:

- Impact 1 – The proposed development involves the removal of the original wooden sash windows.
- Impact 2 – The potential for accidental damage to heritage attributes during the construction process and/or as part of the removal or alteration of openings
- Impact 3 – The proposed development includes alterations to all elevations which do not directly impact heritage attributes but result in the loss of historic materials.

- Impact 4 – Due to constraints of the irregularly shaped lot and high visibility from Ellen Street East and Lancaster Street East the location of the three-storey addition has the potential to detract from the character of the streetscape.

There are positive impacts associated with the proposed development. They include:

- The property will undergo maintenance to ensure its ongoing viability;
- The property respects the low height profile of the neighbourhood while increasing density and providing affordable housing options to the neighbourhood;
- The distinct façade windows emblematic of the Queen Anne architectural style will undergo restoration.

5.2 Revised Mitigation Measures

The 2022 HIA identified eight mitigative measures, some of them are no longer applicable to the revised design and some have already been implemented. A summary of the status/applicability of the 2022 mitigative measures has been provided below.

1. **Mitigative Measure 1: Reuse and Salvage of Materials**
   This mitigation measure is still recommended. Please refer to the 2022 HIA for full details.
2. **Cultural Heritage Resource Documentation Report**
   As outlined in the 2022 HIA, ARA believes that the 2022 HIA provided adequate documentation to satisfy this recommendation.
3. **Construction Fencing**
   This mitigation measure is still recommended and is proposed to be implemented by the property owner. Please refer to the Cultural Heritage Protection Plan/Temporary Protection Plan for further information.
4. **Masonry Repointing and Painting**
   This mitigation measure is still recommended and is proposed to be implemented by the property owner. The property owner has retained a qualified mason who will be provided with the guidance outlined in the 2022 Conservation Plan. Please refer to the Cultural Heritage Protection Plan/Temporary Protection Plan for further information.
5. **Conservation Plan**
   This mitigation measure was fulfilled with the submission of the 2022 Conservation Plan and this subsequent memo.
6. **Vegetative Screening**
   The relocation of the garbage and recycling area as part of the revised design has removed the need for this mitigation measure.
7. **Design Considerations**
   The revised design was completed in consultation with City Planning Staff which has removed the need for this mitigation measure.
8. **Vibration Monitoring**
   This mitigation measure was undertaken as part of the Cultural Heritage Protection Plan/Temporary Protection Plan. Please refer to the Cultural Heritage Protection Plan/Temporary Protection Plan for further information.

6.0 CONSERVATION PLAN REVISIONS

6.1 Standards and Guidelines for the Conservation of Historic Places in Canada

In comments received on the 2022 CP, City Heritage Planning Staff requested that the report be revised to further elaborate on how the each relevant standards and guidelines outlined in the Standards and Guidelines of Historic Places in Canada (Standards and Guidelines) were applied to the proposed development and the material conservation recommendations outlined within the CP. The Standards and Guidelines provides the recommended practices for the following materials on historical structures:

- *Guidelines for Materials*
    - *All Materials*
    - *Wood and Wood Products*
    - *Masonry*
    - *Concrete*
    - *Architectural and Structural Metals*
    - *Glass and Glass Products*
    - *Plaster and Stucco*
    - *Miscellaneous Material*

Of this list, the following are relevant to maintaining the cultural heritage significance of the subject property as outlined in the Statement of CHVI and were considered when making conservation recommendations for the proposed development:

- *Guidelines for Materials*
    - *All Materials*
    - *Wood and Wood Products*
    - *Masonry*
    - *Glass and Glass Products*

The following tables outline the recommended guidance for the above materials and the CP section where it was addressed (see Table 8 to Table 11).

Table 8: General Guidelines for All Materials
(Adapted from the Standards and Guidelines 2010:214)

Standards and Guidelines Recommendation	Relevant CP Section
Understanding the materials that comprise the historic place and how they contribute to its heritage value	CP Section 3.2 – Statement of Cultural Heritage Value or Interest and specifically in 3.2.3 – Heritage Attributes
Documenting all interventions that affect materials, and ensuring that the documentation is available to those responsible for future interventions.	CP Section 4.0 – Current Built Heritage Conditions
Determining the appropriate level of investigation required to understand the properties and overall condition of the material.	CP Section 2.5 – Limitations
Assessing materials fully to understand condition, evolution over time, deterioration and mechanical and chemical properties. This should be done early in the planning process so that the scope of work is based on current conditions.	CP Section 4.0 – Current Built Heritage Conditions
Testing and examining materials and coatings to determine their properties and causes of deterioration, damage or	N/A – not within scope of CP, though recommendations outlined in Section 5.0 align with this guideline.

Standards and Guidelines Recommendation	Relevant CP Section
distress, through investigation, monitoring and minimally invasive or non-destructive testing techniques.	
Testing proposed interventions to establish appropriate replacement materials, quality of workmanship and methodology. This can include reviewing samples, testing products, methods or assemblies, or creating a mock-up. Testing should be carried out under the same conditions as the proposed intervention.	N/A – not within scope of CP, though recommendations outlined in Section 5.0 align with this guideline.
Maintaining materials on a regular basis, as described in the relevant material subsection.	CP Section 6.0 – Conservation Work Timeline
Carrying out regular monitoring and inspections of materials to proactively determine the type and frequency of maintenance required.	CP Section 6.3 – Long Term Conservation Actions (Ongoing Maintenance and Monitoring)
Developing a maintenance plan, where appropriate, that includes schedules for monitoring and inspection.	CP Section 6.3 – Long Term Conservation Actions (Ongoing Maintenance and Monitoring)

Table 9: General Guidelines for Wood and Wood Products
(Adapted from the Standards and Guidelines 2010:219)

Standards and Guidelines Recommendation	Relevant CP Section
Understanding the properties and characteristics of wood and its finishes or coatings, such as its species, grade, strength and finish, or the chemical make-up of its coating	CP Section 4.0 – Current Built Heritage Attribute Conditions. Specifically, 4.3 Eaves, Frieze Board and Soffit and 4.4. Gable Ends, 4.5 Windows and Doors
Documenting the location, dimension, species, finish and condition of wood before undertaking an intervention.	CP Section – Current Built Heritage Attribute Conditions. Specifically: 4.3 Eaves, Frieze Board and Soffit and 4.4. Gable Ends, 4.5 Windows and Doors
Protecting and maintaining wood by preventing water penetration; by maintaining proper drainage so that water or organic matter does not stand on flat, horizontal surfaces or accumulate in decorative features; and by preventing conditions that contribute to weathering and wear	CP Section 5.0 – Conservation Recommendations. Specifically: 5.3 Eaves, Frieze Board and Soffit and 5.4. Gable Ends, 4.5 Windows and Doors
Creating conditions that are unfavourable to the growth of fungus, such as eliminating entry points for water; opening vents to allow drying out; removing piled earth resting against wood and plants that hinder air circulation; or applying a chemical preservative, using recognized conservation methods.	CP Section 5.0 – Conservation Recommendations. Specifically: 5.3 Eaves, Frieze Board and Soffit and 5.4. Gable Ends, 4.5 Windows and Doors
Inspecting coatings to determine their condition and appropriateness, in terms of physical and visual compatibility with the material, assembly, or system.	CP Section – Current Built Heritage Attribute Conditions. Specifically: 4.3 Eaves, Frieze Board and Soffit and 4.4. Gable Ends, 4.5 Windows and Doors
Testing proposed interventions to establish appropriate replacement materials, quality of workmanship and methodology. This can include reviewing samples, testing products, methods or assemblies, or creating a mock-up. Testing should be carried out under the same conditions as the proposed intervention.	Testing was not undertaken as part of the CP. Conservation recommendations as provided in CP Section 5.0 are based on an understanding of appropriate conservation measures.
Retaining coatings that help protect the wood from moisture, ultraviolet light and wear. Removal should be considered only as part of an overall maintenance program that involves reapplying the protective coatings in kind.	N/A
Removing damaged, deteriorated, or thickly applied coatings to the next sound layer, using the safest and gentlest method possible, then recoating in kind.	CP Section 5.0 – Conservation Recommendations. Specifically: 5.3 Eaves, Frieze Board and Soffit and 5.4. Gable Ends, 4.5 Windows and Doors
Using the gentlest means possible to remove paint or varnish when it is too deteriorated to recoat, or so thickly applied that it obscures details.	CP Section 5.0 – Conservation Recommendations. Specifically: 5.3 Eaves, Frieze Board and Soffit and 5.4. Gable Ends, 4.5 Windows and Doors
Applying compatible coatings following proper surface preparation, such as cleaning with tri-sodium phosphate.	N/A

Standards and Guidelines Recommendation	Relevant CP Section
Ensuring that new coatings are physically and visually compatible with the surface to which they are applied in durability, chemical composition, colour and texture	CP Section 5.0 – Conservation Recommendations. Specifically: 5.3 Eaves, Frieze Board and Soffit and 5.4. Gable Ends, 4.5 Windows and Doors
Applying chemical preservatives to unpainted wood elements that are not exposed to view.	N/A
Preventing the continued deterioration of wood by isolating it from the source of deterioration. For example, blocking windborne sand and grit with a windbreak, or installing wire mesh over floor joists in a crawlspace to thwart rodents.	N/A
Treating active insect infestations by implementing an extermination program specific to that insect.	N/A
Retaining all sound and repairable wood that contributes to the heritage value of the historic place	CP Section 5.0 – Conservation Recommendations. Specifically: 5.3 Eaves, Frieze Board and Soffit and 5.4. Gable Ends, 4.5 Windows and Doors
Stabilizing deteriorated wood by structural reinforcement, weather protection, or correcting unsafe conditions, as required, until repair work is undertaken	CP Section 5.0 – Conservation Recommendations. Specifically: 5.3 Eaves, Frieze Board and Soffit and 5.4. Gable Ends, 4.5 Windows and Doors
Repairing wood by patching, piecing-in, consolidating, or otherwise reinforcing the wood, using recognized conservation methods.	N/A
Replacing in kind extensively deteriorated or missing parts of wood elements, based on documentary and physical evidence.	N/A
Replacing in kind the entire panel of an extensively deteriorated or missing modular wood product, such as plywood, on a unit-by-unit basis.	N/A
Repairing wood elements by patching, piecing-in, consolidating or otherwise reinforcing the wood, using recognized conservation methods. Repair might include the limited replacement in kind, or replacement with compatible substitute material, of extensively deteriorated or missing wood, where there are surviving prototypes. Repairs might also include dismantling and rebuilding a timber structure or wood assembly, if an evaluation of its overall condition determines that more than limited repair or replacement in kind is required.	CP Section 5.0 – Conservation Recommendations. Specifically: 5.3 Eaves, Frieze Board and Soffit and 5.4. Gable Ends, 4.5 Windows and Doors
Replacing in kind an irreparable wood element, based on documentary and physical evidence.	N/A

Table 10: General Guidelines for Masonry
(Adapted from the Standards and Guidelines 2010:225)

Standards and Guidelines Recommendation	Relevant CP Section
Understanding the properties and characteristics of the masonry of the historic place.	CP Section 4.0 – Current Built Heritage Conditions. Specifically: 4.1 – Stone Foundation and 4.2 – Brick Masonry and Section
Documenting the form, materials and condition of masonry before undertaking an intervention. For example, identifying the particular characteristics and source of the type of stone or brick used, and the composition of the mortar.	CP Section 4.0 – Current Built Heritage Conditions. Specifically: 4.1 – Stone Foundation and 4.2 – Brick Masonry and Section
Protecting and maintaining masonry by preventing water penetration, and maintaining proper drainage so that water or organic matter does not stand on flat surfaces, or accumulate in decorative features.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Applying appropriate surface treatments, such as breathable coatings, to masonry elements as a last resort, only if masonry repairs, alternative design solutions or flashings have failed to stop water penetration, and if a maintenance program is established for the coating.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry

Standards and Guidelines Recommendation	Relevant CP Section
Sealing or coating areas of spalled or blistered glaze on terra cotta units, using appropriate paints or sealants that are physically and visually compatible with the masonry units	N/A – No terra cotta units on subject property.
Cleaning masonry, only when necessary, to remove heavy soiling or graffiti. The cleaning method should be as gentle as possible to obtain satisfactory results.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Carrying out masonry cleaning tests after it has been determined that a specific cleaning method is appropriate.	N/A – Testing was not stipulated in the CP as the recommended cleaning practices prioritized gentle cleaning methods.
Inspecting painted masonry surfaces to determine whether paint can successfully be removed without damaging the masonry, or if repainting is necessary. Testing in an inconspicuous area may be required.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Removing damaged or deteriorated paint only to the next sound layer, using the gentlest method possible; for example, hand scraping before repainting.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Re-applying compatible paint or coatings, if necessary, that are physically compatible with the previous surface treatments and visually compatible with the surface to which they are applied.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Retaining sound and repairable masonry that contributes to the heritage value of the historic place.	N/A - No removal of masonry is proposed.
Stabilizing deteriorated masonry by structural reinforcement and weather protection, or correcting unsafe conditions, as required, until repair work is undertaken.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Repairing masonry by repointing the mortar joints where there is evidence of deterioration, such as disintegrating or cracked mortar, loose bricks, or damp walls	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Removing deteriorated or inappropriate mortar by carefully raking the joints, using hand tools or appropriate mechanical means to avoid damaging the masonry.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Using mortars that ensure the long-term preservation of the masonry assembly, and are compatible in strength, porosity, absorption and vapour permeability with the existing masonry units. Pointing mortars should be weaker than the masonry units; bedding mortars should meet structural requirements; and the joint profile should be visually compatible with the masonry in colour, texture and width.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Duplicating original mortar joints in colour, texture, width and joint profile.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry
Replacing in kind extensively deteriorated or missing parts of masonry elements, based on documentary and physical evidence	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.1 Stone Foundation and 5.2 Brick Masonry

Table 11: General Guidelines for Glass and Glass Products
(Adapted from the Standards and Guidelines 2010:241)

Standards and Guidelines Recommendation	Relevant CP Section
Understanding the properties and characteristics of glass and glass products, such as age and thickness, and the composition of any applied coatings.	CP Section 4.0 – Current Built Heritage Attribute Conditions. Specifically, Section 4.5 – Windows and Doors
Documenting the composition, colour, texture, reflectivity, treatment and condition of glass and glass products before undertaking an intervention.	CP Section 4.0 – Current Built Heritage Attribute Conditions. Specifically, Section 4.5 – Windows and Doors
Identifying all of the different types of glass and glass products used and their unique properties.	CP Section 4.0 – Current Built Heritage Attribute Conditions. Specifically, Section 4.5 – Windows and Doors

Standards and Guidelines Recommendation	Relevant CP Section
Assessing and treating the causes of glass damage, breakage, or deterioration of its frame or structure.	CP Section 4.0 – Current Built Heritage Attribute Conditions. Specifically, Section 4.5 – Windows and Doors
Protecting glass from breakage, chipping and abrasion caused by ongoing maintenance	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.5 Windows
Assessing the impact of previous maintenance practices on glass and adjacent materials.	CP Section 4.0 – Current Built Heritage Attribute Conditions. Specifically, Section 4.5 – Windows and Doors
Identifying the type of glass and the most appropriate cleaning method, and testing it in an inconspicuous area to ensure an appropriate level of cleanliness.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.5 Windows
Retaining sound or deteriorated glass elements that can be repaired.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.5 Windows
Securing and protecting deteriorated glass by structural reinforcement and weather protection, or correcting unsafe conditions, as required, until repair work is undertaken.	N/A – not within scope of CP
Repairing parts of glass elements by patching, piecing-in, or otherwise reinforcing, using recognized conservation methods	N/A – not within scope of CP
Replacing in kind irreparable or missing glass, based on documentary and physical evidence.	N/A – not within scope of CP, though recommendations outlined in Section 5.0 align with this guidelines.
Repairing a glass element using recognized conservation methods. Repairs might include the limited replacement in kind, or replacement with an appropriate substitute material, of extensively deteriorated or missing glass elements, where there are surviving prototypes.	N/A – not within scope of CP, though recommendations outlined in Section 5.0 align with this guidelines.
Replacing in kind an irreparable glass element based on documentary and physical evidence	N/A
Additional Guidelines for Restoration Projects	
Repairing, securing and conserving fragile glass from the restoration period using appropriate methods and materials. Repairs should be physically and visually compatible and identifiable on close inspection for future research.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.5 Windows
Replacing in kind a glass element from the restoration period that is too deteriorated to repair, based on documentary and physical evidence. The new work should be well documented and unobtrusively dated to guide future research and treatment.	CP Section 5.0 – Conservation Recommendations. Specifically, Section 5.5 Windows

6.2 Short Term Works

In comments received on the 2022 CP, City Heritage Planning Staff requested that the report be revised to include cost estimates for any short-term works identified, if any. The conservation plan identified the following short term conservation work:

- Repair/clean gutters and downspouts where necessary, ensure drainage runs an adequate distance from the building;
- Monitor areas showing brick masonry deterioration for any changing conditions

The items listed above represent maintenance using the existing materials and ongoing monitoring prior to construction. Therefore, no cost estimates were provided. It should be noted however, that a 2024 Structural Assessment was completed by Tacoma Engineers Inc. to determine if the building on the subject property has the structural capacity to accommodate the proposed development. Tacoma's 2024 Structural Condition Assessment also provided short-,

medium- and long-term remedial actions recommended for the building on the subject property. The following short term remedial actions were recommended by Tacoma:

1. *Hire a professional engineer to review the structural capacity of the fire escape.*
2. *Check and fasten exterior deck and stair boards to framing (Tacoma Engineers Inc. 2024:15).*

The second listed item was completed by the property owner as part of regular maintenance on the building and as such, a cost estimate was not outlined. The first item, which requires the professional assessment of an engineer is underway. The property owner received a cost estimate for this work from Tacoma via which totaled $1500.00+HST (see Appendix B).

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City of Kitchener
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2024 *58-60 Ellen Street & 115 Lancaster Structural Condition Assessment.*

Appendix A:Wood Windows vs Aluminum Windows – Cost Comparison
Wood Windows

---------- Forwarded message ---------
From: **Reg Ogilvie** <ogilvie@quadro.net>
Date: Thu, Sep 26, 2024 at 8:50 AM
Subject: RE: Wood Windows - 58 & 60 Ellen St E / 115 Lancaster St E, Kitchener
To: Mark Benjamins <mark@benjaminsrealty.com>

Hi Mark

A 34 x 75 Accoya 1/1 wood window unit, single hung, single glass with putty, rectangular frame with arched top glass and arched brick mould with matching 2 lite arched storm window and ½ height screen all in primer only for budgetary purposes you are about $3150 each. No installation, hardware or paint. Delivery and hst extra.

Reg Ogilvie

Ogilvie's Planing Mill (1974) Limited o/a:

Hoffmeyer's Mill

PO BOX 70

189 Huron Rd

Sebringville, ON , Canada

N0K 1X0

519 393 5101

www.hoffmeyersmill.com

From: Mark Benjamins <mark@benjaminsrealty.com>
Sent: September 25, 2024 11:14 AM
To: sales@hoffmeyersmill.on.ca
Subject: Re: Wood Windows - 58 & 60 Ellen St E / 115 Lancaster St E, Kitchener

Good Morning Reg,

To follow-up on our conversation yesterday, I have compiled more detailed information about the windows. Here it is:

There are 19 windows with rough brick openings measuring 34" x 75". These are one-over-one windows with a slight arch at the top. The depth of the window jambs is 9", and the window stiles are 2".

There are two sets of windows with rough brick openings measuring 60" x 80" inches. These are one-over-one windows side-by-side with an arch top. The depth of the window jambs is 9", and the window stiles are 2".

One window has rough brick openings measuring 50" x 70". The depth of the window jambs is 9 inches. The window does not open.

Three basement windows with rough brick openings measuring 32" x 22". The windows do not open.

Two attic gable windows with rough openings measuring 42" x 48". These are both one-over-one windows side-by-side. The depth of the window jambs is 7". The window stiles are 2".

Hopefully, this is enough information to put together a rough ballpark quote. Thanks,

Mark

Benjamins Realty Inc.
Broker and Partner
Direct: 519-580-8541

Bus: 519-575-9092

Email: mark@benjaminsrealty.com
Office: 26 River Valley Dr.
Kitchener, N2C 2V6 (side entrance)
www.BenjaminsRealty.com

On Fri, Sep 20, 2024 at 11:32 AM Mark Benjamins <mark@benjaminsrealty.com> wrote:

Hi Reg,

We spoke on the phone Tuesday afternoon about a property I own in downtown Kitchener. We are working on a site-plan approval to restore a six-unit multifamily building that is designated heritage.

Since the property will be tenanted, we will replace the original wood windows with aluminum ones. This will add durability (Scratches and damage) and save money, as the project is already quite expensive.

We must submit a heritage impact assessment for the proposed work as part of the site plan approval process. In the assessment, we need to demonstrate why refurbishment or replacement with new wood windows is not feasible do to the cost.

Could Hoffmeyersmill estimate the cost of replacing all the original windows on the building so we can include it in our assessment? In our phone conversation, you mentioned that you would likely provide a ballpark range, which I think is satisfactory. Would you be able to do that on a quote or company letterhead?

I appreciate your help. I understand this doesn't seem to fall within your everyday business. Please let me know if there is any cost associated with your time.

Feel free to call me anytime if you have questions. 519-580-8541. Here are some pictures of the windows:

Aluminum Windows

---------- Forwarded message ---------
From: **Jeremy Martin** <jeremy@conestogocarpenters.ca>
Date: Fri, Sep 27, 2024 at 8:12 AM
Subject: Everlast windows
To: Mark Benjamins <mark@benjaminsrealty.com>

Good morning Mark, as discussed , attached are the aluminum clad window specs.

The extra cost to upgrade from Strassburger windows per attached is $25,738.99+HST (total window cost is $58,388.73+HST)

Hopefully this helps !

Regards,

Jeremy Martin

Conestogo Carpenters LTD

Office 519.664.2642 EXT 3

1020 Old Scout Place

St Jacobs, ON N0B 2N0

www.conestogocarpenters.ca

EVERLAST GROUP OF COMPANIES

Everlast Group of Companies (West)

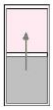
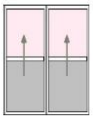
O/A Alberta Vinyl Windows & Doors Ltd
299 Carlingview Drive Etobicoke
Toronto, Ontario, M9W 5G3

Quote TO27543
1-800-897-5118
everlastproducts.ca

Customer: **Gentek - Kitchener**
45 Goodrich Drive, Unit B1, Kitchener, ON, N2C 0B8
519-748-2475 Jim_hergott@gentek.ca

Tag: **JEREMY- 60 ELLEN ST**

Supply Only
Viewed Outside
Consultant: Vince Porcelli
Quote Created: **Sep 26 2024**

#	Qty	Location	Style	Product	W x H inches
A	2	A301 SIDE		Series 150-350 V-Slider Single Hung	OSM (Actual Outside Frame Size) 30 x 66 R.O. (Rough Opening) 31 x 67
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 23.6875 x 27.5; 4.53 sq.ft 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			
B	2	A301 SIDE		Series 150-350 V-Slider 2- 2 *) 28 x 72	OSM (Actual Outside Frame Size) 56 x 72 R.O. (Rough Opening) 57 x 73
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 21.6875 x 30.5; 4.6 sq.ft 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			

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#	Qty	Location	Style	Product	W x H inches
C	1	A301 SIDE		Series 150-350 V-Slider 2- 2 *) 24 x 48	OSM (Actual Outside Frame Size) 48 x 48 R.O. (Rough Opening) 49 x 49
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 17.6875 x 18.5625; 2.28 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,		
D	1	A301 SIDE		Series 150-350 V-Slider 2- 2 *) 21 x 48	OSM (Actual Outside Frame Size) 42 x 48 R.O. (Rough Opening) 43 x 49
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 14.6875 x 18.5625; 1.89 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,		
E	1	A301 SIDE		Series 100-300 Low Picture	OSM (Actual Outside Frame Size) 18 x 42 R.O. (Rough Opening) 19 x 43 OSM BM (Brickmold Size) 20 1/4 x 44 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Deduct 1/4" for hybrid box frame windows Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Black Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Glazing Option: Glazed IG Protection: Protect Window Film Energy Star 100 Series Low Picture100-DS-LF-CLR-ARG-180-3-IM,Reference Code:NR6924-40727109-ES5, Reference Code 2:EVR-K-20-00027-00002, ER Number:38, U-Factor:0.28Btu/h·ft2·F / 1.59W/m2·K, Solar Heat Gain:0.59, Visible Transmittance:0.68, Air Infiltration:0.4, Air Exfiltration:0.4,		

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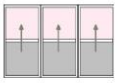
#	Qty	Location	Style	Product	W x H inches
F	1	A302 SIDE		Series 150-350 V-Slider Single Hung	OSM (Actual Outside Frame Size) 32 x 50 R.O. (Rough Opening) 33 x 51
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 25.6875 x 19.5; 3.49 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			
G	1	A302 SIDE		Series 150-350 V-Slider 3-3 *) 24 x 48	OSM (Actual Outside Frame Size) 72 x 48 R.O. (Rough Opening) 73 x 49
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 17.6875 x 18.5625; 2.28 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			
H	1	A302 SIDE		Series 150-350 V-Slider 2- 2 *) 22 x 48	OSM (Actual Outside Frame Size) 44 x 48 R.O. (Rough Opening) 45 x 49
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 15.6875 x 18.5625; 2.02 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			

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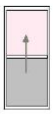
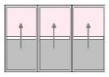
#	Qty	Location	Style	Product	W x H inches
I	4	A302 SIDE		Series 150-350 V-Slider Single Hung	OSM (Actual Outside Frame Size) 30 x 68 R.O. (Rough Opening) 31 x 69
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 23.6875 x 28.5625; 4.7 sq.ft 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			
J	1	A302 SIDE		Series 150-350 V-Slider 3-3 *) 22 x 44	OSM (Actual Outside Frame Size) 66 x 44 R.O. (Rough Opening) 67 x 45 OSM BM (Brickmold Size) 68 1/4 x 46 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 15.6875 x 16.5625; 1.8 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			

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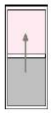
#	Qty	Location	Style	Product	W x H inches
K	1	A302 SIDE		Series 100-300 Low Picture	OSM (Actual Outside Frame Size) 30 x 30 R.O. (Rough Opening) 31 x 31 OSM BM (Brickmold Size) 32 1/4 x 32 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Deduct 1/4" for hybrid box frame windows Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Black Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Glazing Option: Glazed IG Protection: No Protection Film Energy Star 100 Series Low Picture100-DS-LF-CLR-ARG-180-3-IM,Reference Code:NR6924-40727109-ES5, Reference Code 2:EVR-K-20-00027-00002, ER Number:38, U-Factor:0.28Btu/h·ft2·F / 1.59W/m2·K, Solar Heat Gain:0.59, Visible Transmittance:0.68, Air Infiltration:0.4, Air Exfiltration:0.4,			
L	3	A302 SIDE		Series 150-350 V-Slider Single Hung	OSM (Actual Outside Frame Size) 28 x 68 R.O. (Rough Opening) 29 x 69
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 21.6875 x 28.5625; 4.3 sq.ft 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			

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#	Qty	Location	Style	Product	W x H inches
M	3	A302 SIDE		Series 150-350 V-Slider Single Hung	OSM (Actual Outside Frame Size) 18 x 54 R.O. (Rough Opening) 19 x 55 OSM BM (Brickmold Size) 20 1/4 x 56 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 11.6875 x 21.5625; 1.75 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,		
N	2	A302 SIDE		Series 150-350 V-Slider Single Hung	OSM (Actual Outside Frame Size) 18 x 48 R.O. (Rough Opening) 19 x 49 OSM BM (Brickmold Size) 20 1/4 x 50 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 11.6875 x 18.5625; 1.51 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,		

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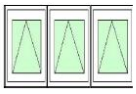
#	Qty	Location	Style	Product	W x H inches
O	4	A303 SIDE		Series 100-300 Awning 3-3 *) 28 x 54	OSM (Actual Outside Frame Size) 84 x 54 R.O. (Rough Opening) 85 x 55 OSM BM (Brickmold Size) 86 1/4 x 56 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Deduct 1/4" for hybrid box frame windows Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Black Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Glazing Option: Glazed IG Protection: No Protection Film Egress 0.0625 x 0.0625; 0 sq.ft, * Not compliant			
P	1	A303 SIDE		Series 150-350 Pic Low - Picture	OSM (Actual Outside Frame Size) 16 x 54 R.O. (Rough Opening) 17 x 55 OSM BM (Brickmold Size) 18 1/4 x 56 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film 150 Series Low PictureCCl-arg97-180 3-3| ga,Reference Code:EVR-K-20-00001-00001, ER Number:40, U-Factor:0.27Btu/h·ft2·F / 1.53W/m2·K, Solar Heat Gain:0.59, Visible Transmittance:0.68, Condensation Resistance:61, Air Leakage:0.4,			
Q	1	A303 SIDE		Series 100-300 Awning	OSM (Actual Outside Frame Size) 22 x 54 R.O. (Rough Opening) 23 x 55 OSM BM (Brickmold Size) 24 1/4 x 56 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Deduct 1/4" for hybrid box frame windows Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Black Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Glazing Option: Glazed IG Protection: No Protection Film Egress 0.0625 x 0.0625; 0 sq.ft, * Not compliant			

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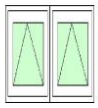
#	Qty	Location	Style	Product	W x H inches
R	1	A303 SIDE		Series 100-300 Awning 2-2 *) 29 x 64	OSM (Actual Outside Frame Size) 58 x 64 R.O. (Rough Opening) 59 x 65 OSM BM (Brickmold Size) 60 1/4 x 66 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Deduct 1/4" for hybrid box frame windows Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Black Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Glazing Option: Glazed IG Protection: No Protection Film Egress 0.0625 x 0.0625; 0 sq.ft, * Not compliant			
S	1	A303 SIDE		Series 150-350 V-Slider 2- 2 *) 21 x 52	OSM (Actual Outside Frame Size) 42 x 52 R.O. (Rough Opening) 43 x 53 OSM BM (Brickmold Size) 44 1/4 x 54 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 14.6875 x 20.5; 2.09 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			
T	1	A303 SIDE		Series 150-350 Pic Low - Picture	OSM (Actual Outside Frame Size) 54 x 24 R.O. (Rough Opening) 55 x 25 OSM BM (Brickmold Size) 56 1/4 x 26 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film 150 Series Low PictureCCl-arg97-180 3-3| ga,Reference Code:EVR-K-20-00001-00001, ER Number:40, U-Factor:0.27Btu/h·ft2·F / 1.53W/m2·K, Solar Heat Gain:0.59, Visible Transmittance:0.68, Condensation Resistance:61, Air Leakage:0.4,			

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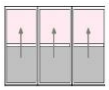
#	Qty	Location	Style	Product	W x H inches
U	1	A304 SIDE		Series 150-350 Pic Low - Picture	OSM (Actual Outside Frame Size) 36 x 30 R.O. (Rough Opening) 37 x 31 OSM BM (Brickmold Size) 38 1/4 x 32 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film 150 Series Low PictureCCl-arg97-180 3-3| ga,Reference Code:EVR-K-20-00001-00001, ER Number:40, U-Factor:0.27Btu/h·ft2·F / 1.53W/m2·K, Solar Heat Gain:0.59, Visible Transmittance:0.68, Condensation Resistance:61, Air Leakage:0.4,		
V	1	A304 SIDE		Series 150-350 Low Pic 2-0 a) 36 x 22 b) 36 x 60	OSM (Actual Outside Frame Size) 36 x 82 R.O. (Rough Opening) 37 x 83 OSM BM (Brickmold Size) 38 1/4 x 84 1/4
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: Hybrid Exterior 7/8" Sash Brickmould Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film 150 Series Low PictureCCl-arg97-180 3-3| ga,Reference Code:EVR-K-20-00001-00001, ER Number:40, U-Factor:0.27Btu/h·ft2·F / 1.53W/m2·K, Solar Heat Gain:0.59, Visible Transmittance:0.68, Condensation Resistance:61, Air Leakage:0.4,		
W	1	A304 SIDE		Series 150-350 V-Slider 3-3 *) 22 x 52	OSM (Actual Outside Frame Size) 66 x 52 R.O. (Rough Opening) 67 x 53
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 15.6875 x 20.5; 2.24 sq.ft, * Not compliant 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,		

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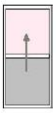
#	Qty	Location	Style	Product	W x H inches
X	1	A304 SIDE		Series 150-350 V-Slider Single Hung	OSM (Actual Outside Frame Size) 30 x 70 R.O. (Rough Opening) 31 x 71
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 23.6875 x 29.5; 4.86 sq.ft 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			
Y	1	A304 SIDE		Series 150-350 V-Slider Single Hung	OSM (Actual Outside Frame Size) 36 x 48 R.O. (Rough Opening) 37 x 49
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 29.6875 x 18.5625; 3.82 sq.ft 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			
Z	6	A304 SIDE		Series 150-350 V-Slider Single Hung	OSM (Actual Outside Frame Size) 32 x 68 R.O. (Rough Opening) 33 x 69
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film Egress 25.6875 x 28.5625; 5.1 sq.ft 150 Series Vertical SliderClr-ARG-180,Reference Code:EVR-K-22-00027-00001, ER Number:33, U-Factor:0.29Btu/h·ft2·F / 1.65W/m2·K, Solar Heat Gain:0.51, Visible Transmittance:0.59, Air Leakage:0.2, Air Infiltration:0.2, Air Exfiltration:0.2,			

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#	Qty	Location	Style	Product	W x H inches
A1	2	A304 SIDE		Series 150-350 Pic Low - Picture	OSM (Actual Outside Frame Size) 36 x 24 R.O. (Rough Opening) 37 x 25
		Colour Out/Finish: Hybrid - Custom Colour BENJAMIN MOORE OC-55 PAPER WHITE Colour In: White Exterior Options: No Fin NO FIN OR BM SHOWN ON PROVIDED DOCS Interior Options: Primed Pine 7 5/8" wall depth Glass Spacer: Warm Edge Spacer Glass: Dual Pane- Low-E Cardinal 180 / Argon Fill Frame Depth: 4 1/4" IG Protection: No Protection Film 150 Series Low PictureCCl-arg97-180 3-3| ga,Reference Code:EVR-K-20-00001-00001, ER Number:40, U-Factor:0.27Btu/h·ft2·F / 1.53W/m2·K, Solar Heat Gain:0.59, Visible Transmittance:0.68, Condensation Resistance:61, Air Leakage:0.4,			
A2	1			Miscellaneous Items Colour Setup Charge	n/a
		BENJAMIN MOORE OC-55 PAPER WHITE			
Total Qty 47					

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Appendix B: Cost Estimate for Subject Property Short Term Works

Gmail

Mark Benjamins <mark@benjaminsrealty.com>

Question about Vibration Monitoring - 60 and 58 Ellen St E / 115 Lancaster St E Site Plan

Michael Zwart <m.zwart@tacomaengineers.com> Wed, Sep 18, 2024 at 10:35 AM
To: Mark Benjamins <mark@benjaminsrealty.com>

Hi Mark,

Our fees for analyzing the fire escapes will be $1500+HST. If reinforcements are required, there will be additional design fees of approximately $1000-$2000 depending on the extent of reinforcements required. If we find that significant reinforcements are required, we may suggest that full replacement is a more cost effective option.

[Quoted text hidden]

Appendix C: Key Team Member Biographies and Qualifications

Kayla Jonas Galvin, MA, RPP, MCIP, CAHP, Director – Heritage Operations
Kayla Jonas Galvin has extensive experience evaluating cultural heritage resources and landscapes for private and public-sector clients to fulfil the requirements of provincial and municipal legislation such as the Environmental Assessment Act, the Standards & Guidelines for the Conservation of Provincial Heritage Properties and municipal Official Plans. She served as Team Lead on the Ministry of Tourism, Culture and Sport Historic Places Initiative, which drafted over 850 Statements of Significance and for Heritage Districts Work!, a study of 64 heritage conservation districts in Ontario. Kayla was an editor of Arch, Truss and Beam: The Grand River Watershed Heritage Bridge Inventory and has worked on Municipal Heritage Registers in several municipalities. Kayla has drafted over 150 designation reports and by-laws for the City of Kingston, the City of Burlington, the Town of Newmarket, Municipality of Chatham-Kent, City of Brampton and the Township of Whitchurch-Stouffville. Kayla is the Heritage Team Lead for ARA's roster assignments for Infrastructure Ontario and oversees evaluation of properties according to Standards & Guidelines for the Conservation of Provincial Heritage Properties. Kayla is a Registered Professional Planner (RPP), a Member of the Canadian Institute of Planners (MCIP), is a professional member of the Canadian Association of Heritage Professionals (CAHP) and sits on the board of the Ontario Association of Heritage Professionals.

Amy Barnes, MA, CAHP – Project Manager
Amy Barnes, a Project Manager with the Heritage Team, has over 15 years of experience evaluating cultural heritage resources and leading community engagement. Amy has extensive experience working with provincial and municipal legislation and guidelines, including the Ontario Heritage Act, Official Plans, the Standards and Guidelines for the Conservation of Historic Places, and the Ontario Heritage Toolkit. Ms. Barnes has completed over fifty heritage related projects including 150+ cultural assessments and has been qualified as an expert witness at the Ontario Superior Court of Justice. Amy has worked in the public and private sector where her duties included project management, public consultation, facilitator, research, database and records management, and report author. Amy has worked with the Town of Oakville, City of Cambridge, City of Kitchener, Niagara-on-the-Lake, City of London, and the City of Kingston on projects which range in size, scale and complexity. Amy Barnes holds an M.A. in Heritage Conservation from the School of Canadian Studies at Carleton University in Ottawa, Ontario. Amy has successfully completed the International Association of Public Participation (IAP2) Foundations in Public Participation, the IAP2 Planning and Techniques for Effective Public Participation, and Indigenous Awareness Training through Indigenous Awareness Canada. Amy is a professional member of the Canadian Association of Heritage Professionals (CAHP) and formerly served as the Vice-Chair of the Cambridge Municipal Heritage Advisory Committee.

Aly Bousfield-Bastedo, BA. Dip. Heritage Conservation – Project Manager/Conservator
Aly Bousfield-Bastedo, a Heritage Project Manager and Conservator has five years of experience in evaluating cultural heritage resources, conducting historical research and providing conservation recommendations on a variety of projects. She holds an Honours BA in Sociology from the University of Guelph as well as a post-graduate certificate in Urban Design from Simon Fraser University. Building on these experiences, Aly received a graduate Diploma in Heritage Conservation from the Willowbank School of Restoration Arts. Aly has gained substantial experience in provincial and municipal legislation and guidelines, including the Ontario Heritage Act, Official Plans, the Standards and Guidelines for the Conservation of Historic Places, and the Ontario Heritage Toolkit. Aly has gained considerable experience in evaluating historic materials, assessing potential impacts and recommending mitigation strategies for a variety of resources

such as farmsteads, bridges, houses, churches, cultural heritage landscapes and heritage districts in urban and rural areas.