

	<h2 style="text-align: center;">HERITAGE PERMIT APPLICATION & SUBMISSION REQUIREMENTS</h2> <p style="text-align: center;">Development & Housing Approvals 200 King Street West, 6th Floor Kitchener ON N2G 4V6 519-741-2426; planning@kitchener.ca</p>
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STAFF USE ONLY

Date Received:	Accepted By:	Application Number:
		HPA-

PART B: HERITAGE PERMIT APPLICATION FORM**1. NATURE OF APPLICATION**

- ☒ Exterior RESTORATION
☐ Interior
 ☐ Signage
☐ Demolition
 ☐ New Construction
 ☐ Alteration
 ☐ Relocation

2. SUBJECT PROPERTY

Municipal Address: 119 ARLINGTON BOULEVARD KITCHENER ON

Legal Description (if know): _____

Building/Structure Type: ☐ Residential ☐ Commercial ☐ Industrial ☒ Institutional

Heritage Designation: ☐ Part IV (Individual) ☐ Part V (Heritage Conservation District)

Is the property subject to a Heritage Easement or Agreement? ☐ Yes ☐ No

3. PROPERTY OWNER

Name: CITY OF KITCHENER

Address: 200 KING STW.

City/Province/Postal Code: KITCHENER ON N2G 4G7

Phone: 519-741-2345

Email: _____

4. AGENT (if applicable)

Name: BRUCE MILL - P.M. FACILITIES MANAGEMENT

Company: CITY OF KITCHENER -

Address: KOF - 131 GOODRICH DR.

City/Province/Postal Code: KITCHENER ON N2C 2E3

Phone: 519-783-8585

Email: BRUCE.MILL@KITCHENER.CA

5. WRITTEN DESCRIPTION

Provide a written description of the project including any conservation methods proposed. Provide such detail as materials to be used, measurements, paint colours, decorative details, whether any original building fabric is to be removed or replaced, etc. Use additional pages as required. Please refer to the City of Kitchener Heritage Permit Application Submission Guidelines for further direction.

SEE ATTACHED

6. REVIEW OF CITY OF KITCHENER HERITAGE PERMIT APPLICATION SUBMISSION GUIDELINES

Describe why it is necessary to undertake the proposed work:

SEE ATTACHED

Describe how the proposal is consistent with the Part IV individual designating by-law or the Part V Heritage Conservation District Plan:

N/A

Describe how the proposal is consistent with Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada* (www.historicplaces.ca/en/pages/standards-normes.aspx):

N/A

7. PROPOSED WORKS

- a) Expected start date: IMMEDIATE Expected completion date: TO BE DETERMINED
- b) Have you discussed this work with Heritage Planning Staff? ☒ Yes ☐ No
- If yes, who did you speak to? MICHELLE PRAKE
- c) Have you discussed this work with Building Division Staff? ☐ Yes ☒ No
- If yes, who did you speak to? _____
- d) Have you applied for a Building Permit for this work? ☒ Yes ☐ No
- e) Other related Building or Planning applications: _____ Application number _____

BUILDING PERMIT ON EXISTING CONTRACT WITH
LIMEN FOR STRUCTURAL REMEDIATION.

Heritage Permit Application - Woodland Cemetery Catholic Mausoleum

119 Arlington Boulevard Kitchener

Part B: Heritage Permit Application Form

5. WRITTEN DESCRIPTION

See Attached drawing SK1 - Front Stair Repairs by Tacoma Engineers Dated April 24th, 2025

This work is a continuation of previous restoration work and structural remediation of the Mausoleum interior (which also included complete replacement of the roof). The intent of this scope of the work is to repair the front entry stairs as outlined in the drawing. This project will be to remove and reinstall the side copings, repair and restore the stair to "original" condition. This does not affect the current appearance of the entry stair.

6. REVIEW OF CITY OF KITCHENER HERITAGE PERMIT APPLICATION SUBMISSION GUIDELINES

This work is required to reinstate the integrity of the side coping walls. The mortar joints have failed, and coping caps are sitting loosely on the coping walls.

The top landing (which is over occupied space in the basement) is leaking and requires a waterproof barrier. It is necessary to remove the top of the landing stone to perform this work to protect the basement from further water damage.

The lower portion of the concrete stairs (replaced approximately twenty years ago) are cracked and spalling and are slated for replacement in the same configuration that currently exists.

The exterior carved stone details and panels have weathered significantly over the 100-year life of the building. Cleaning the exterior of the building is a "cosmetic restoration" of the building to take it into its next century.



TACOMA
ENGINEERS

155 Frobisher Drive, Suite F220
 Waterloo, Ontario N2V 2E1
 Tel: 226.647.0109
www.tacomaengineers.com

Client **CITY OF KITCHENER**
 KITCHENER, ONTARIO

Project **WOODLAND CATHOLIC MAUSOLEUM**
 119 ARLINGTON BLVD. KITCHENER, ONTARIO

Drawing **FRONT STAIR REPAIRS**

Scale
 NTS

Date
 APR 24, 2025

Drawn By
 N.LAWLER

Project No.
 TW-1109-24

SK
1

8. ACKNOWLEDGEMENT

The undersigned acknowledges that all of the statements contained in documents filed in support of this application shall be deemed part of this application. The undersigned acknowledges that receipt of this application by the City of Kitchener - Planning Division does not guarantee it to be a 'complete' application. The undersigned acknowledges that the Council of the City of Kitchener shall determine whether the information submitted forms a complete application. Further review of the application will be undertaken and the owner or agent may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted. Once the application is deemed to be fully complete, the application will be processed and, if necessary, scheduled for the next available Heritage Kitchener committee and Council meeting. Submission of this application constitutes consent for authorized municipal staff to enter upon the subject property for the purpose of conducting site visits, including taking photographs, which are necessary for the evaluation of this application. The undersigned acknowledges that where an agent has been identified, the municipality is authorized but not required to contact this person in lieu of the owner and this person is authorized to act on behalf of the owner for all matters respecting the application. The undersigned agrees that the proposed work shall be done in accordance with this application and understands that the approval of this application under the *Ontario Heritage Act* shall not be a waiver of any of the provisions of any by-law of the City of Kitchener or legislation including but not limited to the requirements of the Building Code and the Zoning By-law. The undersigned acknowledges that in the event this application is approved, any departure from the conditions imposed by the Council of the City of Kitchener or from the plans or specifications approved by the Council of the City of Kitchener is prohibited and could result in a fine being imposed or imprisonment as provided for under the *Ontario Heritage Act*.

Signature of Owner/Agent: *Pam Beely*

Date: *May 14/25*

Signature of Owner/Agent: _____

Date: _____

9. AUTHORIZATION

If this application is being made by an agent on behalf of the property owner, the following authorization must be completed:

I / We, _____, owner of the land that is subject of this application,
hereby authorize _____ to act on my / our behalf in this regard.

Signature of Owner/Agent: _____

Date: _____

Signature of Owner/Agent: _____

Date: _____

The personal information on this form is collected under the legal authority of Section 33(2), Section 42(2), and Section 42(2.2) of the Ontario Heritage Act. The information will be used for the purposes of administering the Heritage Permit Application and ensuring appropriate service of notice of receipt under Section 33(3) and Section 42(3) of the Ontario Heritage Act. If you have any questions about this collection of personal information, please contact the Manager of Corporate Records, Legislated Services Division, City of Kitchener (519-741-2769).

Michelle Drake

From: Bruce Mill
Sent: Wednesday, May 14, 2025 2:30 PM
To: Michelle Drake
Subject: RE: Woodland Catholic Mausoleum
Attachments: Blueskin HEWP200_techdata.pdf

Hi Michelle

Please see my highlighted notes below. I will get Darren to sign the permit application.

I will give you a call.

Talk soon

b

Best regards

Bruce

Bruce Mill B.E.S., B.Arch., MRAIC, LEED®A.P.

Project Manager - Design and Construction | INS-Facilities Management

City of Kitchener | 131 Goodrich Drive, Kitchener, ON, N2C 2E8

Cell: 226-752-8628 | Teams: 519-783-8585 | Bruce.Mill@kitchener.ca

From: Michelle Drake <michelle.drake@kitchener.ca>

Sent: Tuesday, May 13, 2025 2:40 PM

To: Bruce Mill <Bruce.Mill@kitchener.ca>

Subject: RE: Woodland Catholic Mausoleum

Hi again,

I've started to draft my staff report for Heritage Kitchener.

In reviewing the Tacoma drawing, I have a few questions:

1. What is the existing top landing stone? **Yes** What is the existing cope and lower stones? (e.g., limestone, other) **Limestone**
2. Why does the existing top landing stone need to be replaced (rather than repaired)? **It has been compromised by water infiltration. The top landing requires a waterproof barrier to protect the lower level. (much like a porch over a cold cellar)**
3. Do we have a physical sample of the proposed replacement stone – Flint Hills? **Not yet but, a sample will be provided for review.**
4. Is the existing concrete original (e.g., base slab, stairs)? **As noted on the drawing, the upper stairs are original and are to remain the lower concrete stairs are to be removed and replaced**
5. Why is an adhesive membrane below the top landing stone required? **To provide a waterproof barrier for the basement.** Do you have a technical sheet for the product Blueskin?
Blueskin WP 200 is a self-adhered composite membrane consisting of an SBS rubberized asphalt compound, integrally laminated to a blue, high-density polyethylene film. The membrane is specifically designed for self-adhering to a prepared substrate and provides a high-performance waterproofing barrier. (see attached Data sheet)

6. I assume the lower three stairs (poured concrete) are not original. **Correct**. Do we know when they may have been installed? **approximately twenty years ago**
7. Where and how will stones be stored and protected until they can be reinstalled? **Cope stones will be removed and set to the side of the stairs on wood blocking, on site, behind a fenced enclosure to be prepared for reinstallation.**
8. Will the scope of work include removal of mortar and repointing? **Only on the side cope walls**
9. You had mentioned an interest in replacing the guard rail with something that is more sympathetic to the architecture of the building. Will this be part of this Heritage Permit? If yes, please provide a drawing with details (e.g., material, location, size, design details, etc.). **The guard rail is not original and will be reinstated following stair repair.**
10. I just want to confirm that this Heritage Permit will not include restoration of the doors, restoration of the stained-glass windows, and any other work on the exterior of the building. Please confirm. **The Doors and Stained Glass will be under a separate permit. We are planning to clean the building exterior. Limen is well versed in building restoration and will provide a method of operation. This will likely entail moderated steam cleaning. Chemical cleaning is not permitted.**

I've attached Tacoma's drawing completed for The Registry Theatre at 122 Fredrick Street in Kitchener. This provides a good overview of the level of detail I'm looking for.

My report deadline to send to my manager and director is today. I have a bit of flexibility over the next few days but need to finalize this week (Friday) to provide time for my manager, director and GM to review and sign before next Tuesday (especially given Monday is a holiday). All staff reports are due to Clerks next Tuesday. Please respond and/or update drawings ASAP.

Michelle

From: Michelle Drake
Sent: Tuesday, May 13, 2025 1:12 PM
To: Bruce Mill <Bruce.Mill@kitchener.ca>
Subject: RE: Woodland Catholic Mausoleum

Hi Bruce,

Although we chatted last week, I can't recall if we discussed the Heritage Permit Application form. You had asked in your email below if we have a pdf version that can be filled in. We do not. It can be completed by hand and scanned. Alternatively, if someone in FM has adobe or revue, they may be able to edit the pdf. Please complete ASAP as I must attach the form to my staff report.

Thank you.

Michelle

From: Bruce Mill <Bruce.Mill@kitchener.ca>
Sent: Thursday, May 8, 2025 11:29 AM
To: Michelle Drake <michelle.drake@kitchener.ca>
Subject: RE: Woodland Catholic Mausoleum

Hi Michelle

Yes I am working diligently on it.

I have attached an original elevation drawing that was done several years ago (for the pointing work) I hope it will suffice.

I have also included photos of the windows for future reference.

Michelle Drake

From: Bruce Mill
Sent: Thursday, May 15, 2025 2:24 PM
To: Michelle Drake
Cc: Nick Lawler
Subject: RE: Heritage permit for the Catholic Mausoleum

Hi Michelle

See highlighted notes below.

Nick is currently out of the office. Expecting him back tomorrow and I will follow up on the mortar question.

I do not know if he is registered with CAHP. (but there are those at Tacoma who are.... Nick has been a very major player in many of Tacoma's heritage improvement and remediation projects)

I will call shortly.

Many thanks

b

Best regards

Bruce

Bruce Mill B.E.S., B.Arch., MRAIC, LEED®A.P.

Project Manager - Design and Construction | INS-Facilities Management

City of Kitchener | 131 Goodrich Drive, Kitchener, ON, N2C 2E8

Cell: 226-752-8628 | Teams: 519-783-8585 | Bruce.Mill@kitchener.ca

From: Michelle Drake <michelle.drake@kitchener.ca>
Sent: Thursday, May 15, 2025 9:55 AM
To: Bruce Mill <Bruce.Mill@kitchener.ca>
Subject: RE: Heritage permit for the Catholic Mausoleum

Hi Bruce,

A few more questions...

1. I had asked about the material of the stones beneath the top landing stone. You indicated limestone. But the drawings indicate existing concrete. Please confirm if the exist 4 stones beneath the top landing stone are limestone or concrete. **There is concrete below the top landing. The steps (the top four) are original concrete. The lower part of the stair is "newer" concrete.**
2. Could you ask Tacoma about their mortar recommendation? **Yes... Nick please comment?** The drawing mentions Jahn. But on the limestone at the Registry Theatre they have recommended King HLM 350 VC Series or King 1-1-6 Cream VC Series or approved alternate. I understand a Jahn mortar may have been used for repairs to the exterior limestone steps at The Registry Theatre and they have deteriorated significantly since the use of a Jahn mortar.
3. **Will Fabio Fialho or Igor Danilov from Limen be involved in the cleaning? They appear to be the only two employees from Limen who are members of the Canadian Association of Heritage Professionals. Fabio is the Limen Vice President – Restoration and is the lead for the Mausoleum project.**
4. Is cleaning of the exterior limestone necessary for reasons other than aesthetic purposes? Heritage conservation best practices advise that cleaning for aesthetic purposes should be avoided. Cleaning

masonry should only be carried out when necessary. Yes, the intent of cleaning was for aesthetic improvement. I will circle back with Cemeteries on this point.

Also, can you try to get a response ASAP today. Justin Readman is hoping to review all staff reports tomorrow (and Sandro and Garrett must review before it gets to Justin).

Thanks so much.

Michelle

From: Bruce Mill <Bruce.Mill@kitchener.ca>
Sent: Wednesday, May 14, 2025 3:26 PM
To: Michelle Drake <michelle.drake@kitchener.ca>
Subject: Heritage permit for the Catholic Mausoleum

Hi Michelle

Further to my previous email... Please find attached the permit application for the Catholic Mausoleum at Woodland Cemetery.

I have forwarded it to Darren for his signature. I will call you to follow up.

Many thanks

Talk soon

b

Best regards

Bruce

Bruce Mill B.E.S., B.Arch., MRAIC, LEED®A.P.
Project Manager - Design and Construction | INS-Facilities Management
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Cell: 226-752-8628 | Teams: 519-783-8585 | Bruce.Mill@kitchener.ca



#1 CHOICE OF PROFESSIONALS®

TECHNICAL DATA SHEET

Blueskin® WP200

Self-Adhered Waterproofing Membrane

Physical Properties

-Color	Blue	-Flexibility at -15°F	Pass
-Thickness	60 mils (1.5 mm)	(ASTM D1970)	
-Application Temp	14°F (-10°C) and above	-Water Vapor	0.02 perms (1.14 ng/Pa.s.m ²)
-Elongation	300% (To ultimate failure of	Transmission	
(ASTM D412)	rubberized asphalt)	(ASTM E96)	
-Tensile Strength	325 psi (2.24 Mpa)	-Lap Peel Strength @ 40°F	3.3 lbf/in (580 N/m)
(Membrane)		(ASTM D1876)	
ASTM D412 – modified		-Hydrostatic Head	231 feet (70 m of water)
-Peel Strength	9 lbs/in (1576 N/m)	(ASTM D5385)	
(ASTM D903)		-Moisture Absorption	0.1% maximum
-Minimum Puncture	50 lbs (222 N/m) minimum.	(ASTM D570-81)	
Resistance – Membrane			
(ASTM E154)			

Packaging

-Thickness	60 mils (1.5 mm)	-Gross Coverage	
-Roll Length	66.7 ft.	36"	200 ft ²
-Roll Width	36"	-Net Coverage*	
-Top Surface	Blue, cross-laminated	36"	186 ft ²
	polyethylene (HDPE)		
-Bottom Surface	Siliconized Release Film		

*Based on 65 mm laps both sides and end laps.

Description

Blueskin® WP200 is a self-adhering waterproofing membrane consisting of SBS rubberized asphalt compound, which is integrally laminated to a blue, tough, high-density cross-laminated polyethylene film. The membrane is specifically designed to be self-adhered to a prepared substrate providing a high-performance waterproofing barrier even under hydrostatic head pressures to 231feet.

Features

- 60 mil thick, SBS modified membrane
- Excellent cold weather application properties
- No VOC's and low odor
- CCMC listed
- Unique side-lap feature offers superior water-tightness
- Factory controlled thickness
- Fully adhered systems prevents lateral water movement
- Resists up to 231 feet of positive-side head pressure

Limitations

Non-resistant to oils and solvents. Not designed for use in direct contact with potable water or permanent exposure and must be covered to prevent damage from sunlight. Good practice calls for the membrane to be covered immediately following application. Refer to minimum cure time requirements of sealant and mastics prior to applying polystyrene insulation. Do not use in contact with flexible PVC/vinyl products. Use only **Henry 925 BES Sealant** for terminations and penetration sealant to assure sealant compatibility. Using solvent-based primers in below-grade applications is not recommended to avoid possible hazardous fume accumulations.

Storage

Store in original cartons, on pallets or elevated platform. Protect from weather or store in an enclosed area below 120°F. Double stacked pallets are not recommended. If double stacking is necessary, use a plywood sheet to distribute the load.

Blueskin® WP 200 Self-Adhesive Waterproofing Membrane

Uses

Blueskin® WP200 is designed for use as a self-adhered sheet waterproofing membrane in above or below grade applications. Principal application is on concrete foundation walls, plaza decks, tunnels, and parking decks in both vertical and horizontal orientations. **Blueskin® WP200** is an ideal membrane for use in interior applications such as mechanical rooms, laboratories and wet-rooms. Combined with **Aquatac** water based primer, offers excellent performance in ICF applications.

Surface Preparation

Acceptable substrates are cast-in-place concrete, precast concrete, wood, concrete block, and polystyrene insulation form foundations. Parging of concrete blocks is not required. All surfaces to receive **Blueskin® WP200** must be clean of oil, dust and excess mortar. Concrete surfaces must be smooth and without large voids, spalled areas or sharp protrusions. Concrete must be allowed to cure a minimum of 7 days and must be dry and free from frost before **Blueskin® WP200** is applied. Structural lightweight concrete must be cured 14 days. Where curing compounds are used, they must be clear resin based, without oil, wax or pigments. Prime substrate using **Aquatac™** applied by spray or roller at a rate of 300ft²/3.78L and allow to dry thoroughly before applying **Blueskin® WP200**. Primed surfaces not covered by membrane during the same working day must be reprimed.

Application

Refer to **Blueskin® WP200** Guide Specification for detailed application information.

Joint and Crack Treatment: All cracks in concrete 1/16" to 1/8" wide are to be pre-treated with a flush application of **Henry 925 BES Sealant** filling crack. Alternately, apply a 6" wide strip of **Blueskin® WP200** centered over crack. Provide 3" end laps. Horizontal to vertical inside corner transition areas are to be pre-treated with an **Henry 925 BES Sealant** fillet extending ¾" vertically and horizontally from the corner. Apply a minimum 9" strip of **Blueskin® WP200** membrane centered at the joint. All outside corners are to be pre-treated with a minimum of 9" strip of **Blueskin® WP200** membrane centered at the joint. Drains: At drains, apply waterproofing membrane collar centered on drain and extend 6" beyond flange onto deck. Apply field membrane in full width centered over drain. Apply clamping ring in a 60-mil bed of **925 BES Sealant**. Projections: Extend **Blueskin® WP200** membrane tight to projection and seal with **925 BES Sealant** extending 2" along projection and 2" onto **Blueskin® WP200** membrane.

Vertical Applications: Apply **Blueskin® WP200** waterproofing membrane to prepared substrate in lengths of 8' or less. Provide 2 ½" laps at both sides and ends. Position for alignment and remove protective film. Press firmly into place. Promptly roll all laps with a counter top roller to effect seal. If more than one length is required on a vertical surface, apply a shingle fashion. Terminate membrane using **925 BES Sealant**, termination bar, reglet or counter flashing as indicated. Refer to manufacturers standard details. All laps within 12" of 90° change in plane are to be sealed with **925 BES Sealant**.

Horizontal Applications: Apply **Blueskin® WP200** waterproofing membrane to prepared substrate beginning at the low point of the surface and working to the high point in a shingle fashion. Provide 2 ½" side and end laps. Roll membrane immediately over entire surface to ensure best seal. At all terminations and T-joints, seal laps using **925 BES Sealant**. All laps within 12" of a 90° change in plane are to be sealed with **925 BES Sealant**.

For optimal adhesion on applications below 40°F, **Blueskin® WP200** waterproofing membrane should be applied within one hour of the primer application.

Protection of Membrane

Protection board and/or **Henry DB Drain Boards** are recommended over all below-grade **Blueskin® WP200** applications.

Limited Warranty

LIMITED PRODUCT WARRANTY AND LIABILITY DISCLAIMER: Many factors affect the results obtained from this product – such as weather, workmanship, equipment utilized, and prior condition of the substrate – and these are all beyond our control. We, the manufacturer, warrant only that we will replace, at no charge, any product proved to have a material defect in original manufacturing within 12 months of purchase, provided the product has been applied in accordance with our written directions for uses we recommend as suitable for this product. Proof of purchase must be provided. **DISCLAIMER OF CONDITIONS/WARRANTIES AND LIMITATION OF LIABILITY:** THIS LIMITED WARRANTY IS IN LIEU OF ANY OTHER CONDITIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED CONDITION OR WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. NO ONE, INCLUDING THE MANUFACTURER, SHALL HAVE ANY LIABILITY OF ANY KIND, INCLUDING FOR NEGLIGENCE OR FOR DIRECT, CONSEQUENTIAL, OR INCIDENTAL DAMAGES, RESULTING FROM ANY MISUSE, DEFECTS, ANY DELAYS CAUSED BY REPLACEMENT, OR OTHERWISE BEYOND PRODUCT REPLACEMENT. IF PURCHASER DOES NOT ACCEPT THESE TERMS, PURCHASER MAY RETURN ALL CONTAINERS OR PACKAGES OF PRODUCT PURCHASED FOR A FULL REFUND WITHIN 30-DAYS OF PURCHASE. RETENTION OF PRODUCT BEYOND 30-DAYS, OR USE OF PRODUCT SHALL CONSTITUTE ACCEPTANCE OF THESE TERMS, CONDITIONS, AND DISCLAIMERS. THIS LIMITED WARRANTY AND LIABILITY DISCLAIMER PROVIDES THE PURCHASER'S EXCLUSIVE REMEDY, FROM ANYONE, FOR ANYTHING RELATING TO THE PRODUCT. To the extent that any part of this LIMITED PRODUCT WARRANTY AND LIABILITY DISCLAIMER is determined unenforceable under the law of the place of purchase of the product, that part is severed and the remainder of these terms remain in full force and effect. To the extent permitted by law, the duration of any implied conditions or warranties is limited to the duration of Henry's express warranty.

Statement of Responsibility

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