



HERITAGE PERMIT APPLICATION & SUBMISSION REQUIREMENTS

Planning Division – 200 King Street West, 6th Floor
 P.O. Box 1118, Kitchener ON N2G 4G7
 519-741-2426; planning@kitchener.ca

PART A: SUBMISSION REQUIREMENTS

The following requirements are designed to assist applicants in submitting sufficient information in order that their Heritage Permit Application may be deemed complete and processed as quickly and efficiently as possible. If further assistance or explanation is required please contact heritage planning staff at heritage@kitchener.ca.

1. WHAT IS A HERITAGE PERMIT APPLICATION?

The Province of Ontario, through the *Ontario Heritage Act*, has enacted legislation to assist its citizens with the protection and conservation of cultural heritage resources.

Once properties are designated under the *Ontario Heritage Act*, the City is enabled to manage physical change to the cultural heritage resources as a means of protection. The principal mechanism of management is the Heritage Permit Application process, which allows the municipality to review site-specific applications and determine if proposed changes will beneficially or detrimentally affect the reasons for designation and heritage attributes.

As a general rule, the preferred alterations to heritage properties are those that repair rather than replace original heritage attributes, and those that do not permanently damage cultural heritage resources and their heritage attributes. Where replacement of materials or new construction is necessary, these should be compatible with the original. Reversibility is also preferable as this allows for the future reinstatement of heritage attributes.

According to the *Ontario Heritage Act*, no owner of designated property shall alter the property or permit the alteration of the property if the alteration is likely to affect the property's heritage attributes, unless the owner applies to the council of the municipality and receives written consent. This consent is obtained through the approval of a Heritage Permit Application.

Heritage Permit Applications are applicable for all individually designated properties (under Part IV of the *Ontario Heritage Act*) and all properties located within the boundaries of Heritage Conservation Districts (designated under Part V of the *Ontario Heritage Act*).

2. WHEN IS A HERITAGE PERMIT APPLICATION REQUIRED?

Under the Ontario Heritage Act, R.S.O. 1990, any new construction or "alteration" to a property designated under Part IV of the Act (individually designated property) or a property designated under Part V of the Act (within a Heritage Conservation District) requires a Heritage Permit Application. "Alteration" is defined as: "to change in any manner and includes to restore, renovate, repair or disturb." In addition, the approval of a Heritage Permit Application is required for any demolition of a property designated under Part IV or V of the Act. **Please contact Heritage Planning staff directly to confirm if your specific project requires the approval of a Heritage Permit Application.**

Below are some examples of typical Part IV alterations that may require a Heritage Permit Application:

- Addition and/or alteration to an existing building or accessory building
- Replacement of windows or doors, or a change in window or door openings
- Change in siding, soffit, fascia or roofing material
- Removal and/or installation of porches, verandahs and canopies
- Removal and/or installation of cladding and chimneys
- Changes in trim, cladding, or the painting of masonry
- Repointing of brick

Note: Heritage Permit Application requirements differ between Part V designations depending on the policies and guidelines of the respective Heritage Conservation District Plans. Please refer to the City of Kitchener's website at www.kitchener.ca/heritage to download a copy of the relevant Heritage Conservation District Plan (Civic Centre Neighbourhood, St. Mary's, Upper Doon, and Victoria Park Area).

3. WHAT INFORMATION IS REQUIRED WITH A HERITAGE PERMIT APPLICATION?

The information required varies with each application. The intent of the application is to ensure that Heritage Planning staff and, where required, the Heritage Kitchener committee understand the specific details of any proposed changes in order to be sufficiently informed so they may offer advice to the applicant and, where required, to City Council. An incomplete application cannot be processed and the official notice of receipt (as required under the *Ontario Heritage Act*) will not be issued until all of the documents have been submitted. Failure to provide a complete application may result in deferral by Heritage Planning staff or the Heritage Kitchener committee in order to secure additional information, which will delay final approval. At minimum, the following information is required:

Heritage Permit Application Form

The applicant must provide a complete original copy, including signature of the owner, of the Heritage Permit Application Form.

Written Description

The applicant must provide a complete written description of all proposed work. The description should complement drawings, detailed construction plans, photos and any other sketches or supporting information submitted with the application. The written description must include a list and the details of all proposed work including, but not limited to, proposed colours, materials, sizes, etc.

Construction and Elevation Drawings

Along with construction elevation drawings (drawn to scale) the applicant may also, **but not in lieu of**, submit a sketch of the proposed work made over a photograph.

Drawings must be drawn to scale and include:

- a) Overall dimensions
- b) Site plan depicting the location of existing buildings and the location of any proposed new building or addition to a building
- c) Elevation plan for each elevation of the building
- d) Specific sizes of building elements of interest (signs, windows, awnings, etc.)
- e) Detailed information including trim, siding, mouldings, etc., including sizes and profiles
- f) Building materials to be used (must also be included in the written description)
- g) Construction methods and means of attachment (must also be included in the written description)

Some of the above components may be scoped or waived at the discretion of Heritage Planning staff following discussion with the applicant.

Photographs

Photographs of the building including general photos of the property, the streetscape in which the property is located, facing streetscape and, if the property is located at an intersection, all four corners. Photos of the specific areas that may be affected by the proposed alteration, new construction, or demolition must be included.

Electronic copies of construction and elevation drawings, sketches, and photographs, along with hard copies submitted with the application, are encouraged.

Samples

It is recommended that applicants bring samples of the materials to be used to the Heritage Kitchener meeting when their application is to be considered. This may include a sample of the windows, brick, siding, roofing material, as well as paint chips to identify proposed paint colours.

Other Required Information

In some circumstances Heritage Planning staff may require additional information, such as a Heritage Impact Assessment or Conservation Plan, to support the Heritage Permit Application. The requirement for additional information will be identified as early on in the Heritage Permit Application process as possible. Pre-consultation with Heritage Planning staff before formal submission of a Heritage Permit Application is strongly encouraged.

4. WHAT CAN I DO IF MY HERITAGE PERMIT APPLICATION IS DENIED?

City of Kitchener Heritage Planning staff and the Heritage Kitchener committee endeavour to come to solutions for every Heritage Permit Application submitted. Discussions with the applicant and revisions usually result in successful applications.

However, if the municipality refuses your application and you choose not to resolve the issue with a revised application, you have the option of appealing the decision to the Conservation Review Board (for alterations to designated properties under Part IV) or the Ontario Municipal Board (for demolition of property designated under Part IV or for any work to designated property under Part V).

5. IMPORTANT NOTES

Professional Assistance

Although it is not a requirement to obtain professional assistance in the preparation of this information, the applicant may wish to seek such assistance from an architect, architectural technologist, draftsman or others familiar with the assessment of buildings and the gathering together of building documents.

Building Codes and Other By-laws

It is the applicant's responsibility to ensure compliance with all other applicable legislation, regulations and by-laws. These items include the Ontario Building and Fire Codes, and the City's zoning and property standards by-laws.

2022 Heritage Permit Application Submission Deadlines	2022 Heritage Kitchener Meeting Dates
November 26, 2021	January 4, 2022
December 17, 2021	February 1, 2022
January 21, 2022	March 1, 2022
February 25, 2022	April 5, 2022
March 25, 2022	May 3, 2022
April 29, 2022	June 7, 2022
-	No July Meeting
June 24, 2022	August 2, 2022
July 29, 2022	September 6, 2022
-	No October Meeting
September 23, 2022	November 1, 2022
-	No December Meeting

6. HOW DO I PROCEED WITH SUBMITTING MY HERITAGE PERMIT APPLICATION?

- a) Heritage Planning Staff are available to meet with applicants and review all documentation prior to formal submission. Often Heritage Planning staff can assist you with historical and architectural information that might help with your proposed changes.
- b) Formal submission of a Heritage Permit Application with all supporting documentation (written description, construction drawings, sketch plans, scale drawing, photographs) to Heritage Planning staff are due approximately five (5) weeks prior to a Heritage Kitchener meeting (see schedule for submission deadlines and committee meeting dates).
- c) Upon confirmation of the submission of a complete application, including the owner's signature and all supporting documentation, Heritage Planning staff will issue a Notice of Receipt, as required by the *Ontario Heritage Act*, to the Applicant.
- d) Heritage Planning staff determine whether the Heritage Permit Application may be processed under delegated authority approval without the need to go to Heritage Kitchener and/or Council. Where Heritage Permit Applications can be processed under delegated authority approval without the need to go to Heritage Kitchener and Council, Heritage Planning staff will endeavour to process the application within 10 business days.
- e) Where Heritage Permit Applications are required to go to Heritage Kitchener, Heritage Planning staff prepare a staff Report based on good conservation practice and the designating by-law, or the guidelines and policies in the Heritage Conservation District Plan. Preparation of the staff Report may require a site inspection.
- f) Heritage Kitchener Meeting Agenda, including staff Report, circulated to Committee members prior to Heritage Kitchener meeting. Staff Report circulated to applicant prior to meeting.
- g) Heritage Permit Application is considered at Heritage Kitchener meeting. Heritage Planning staff present staff Report and Recommendations to Heritage Kitchener. Applicants are encouraged to attend the Heritage Kitchener meeting in order to provide clarification and answer questions as required. Failure to attend the Heritage Kitchener meeting may result in a deferral in order to secure additional information, which would delay consideration of the Heritage Permit Application. Where the applicant, Heritage Planning staff, and Heritage Kitchener support the Heritage Permit Application, the application may be processed under delegated authority and approved by the Coordinator, Cultural Heritage Planning. Where the applicant, Heritage Planning staff and/or Heritage Kitchener do not support the Heritage Permit Application, the staff report with recommendation and Heritage Kitchener recommendation will be forwarded to Council for final decision.
- h) Where the staff report with recommendation and Heritage Kitchener recommendation are forward to Council for final decision, Council may:
 1. Approve the Heritage Permit Application;
 2. Approve the Heritage Permit Application on Terms and Conditions; or,
 3. Refuse the Heritage Permit Application.
- i) Within 30 days of receiving Notice of Council's Decision, the applicant may appeal the decision and/or terms and conditions to the Conservation Review Board or Local Planning Appeal Tribunal (LPAT).

7. SPECIFIC REQUIREMENTS FOR NEW CONSTRUCTION, ALTERATIONS AND ADDITIONS TO DESIGNATED PROPERTY

Information presented in the Heritage Permit Application should indicate an understanding of the reasons for designation and heritage attributes of the designated property and, if applicable, the surrounding area, including the following:

Setting

1. Positioning of the heritage building or structure on the property
2. Lot size related to building size
3. Streetscape (relationship to other properties and structures on the street)

Building Details

1. Proportion and massing
2. Roof type and shape
3. Materials and detailing
4. Windows and doors:
 - Style
 - Proportions
 - Frequency or placement
5. Relationship of the heritage building to other buildings on the lot and to the streetscape

Heritage Attributes

The following applies where a Heritage Permit Application includes work on heritage attributes:

Windows and Doors

The applicant should consider in order of priority:

1. Repairing or retrofitting the existing units (information on how to make older windows more energy efficient is available from Heritage Planning staff)
2. Replacing the units with new units matching the originals in material, design, proportion and colour
3. Replacing the units with new units that are generally in keeping with the original units

If historic window units are proposed to be replaced the application should include the following:

- Description of the condition of the existing units
- Reasons for replacing the units
- Description of the proposed new units

If approval to replace historic window units is given, the following action should be considered:

- A sample of a window removed should be stored on site in case a future owner wishes to construct a replica of the original
- The masonry opening and/or door framing should not be disturbed
- Exterior trim should match the original

Roofing

The application should include:

- Description of proposed roofing material to be applied
- If there is a request to install a different roofing material, the applicant may wish to investigate what the original material might have been

Masonry Work

The application should include:

- A description of the proposed work, materials (type/style of brick, type of mortar mix, etc.) and methods of repair and application
- Outline the reasons for the work

Signage

The application should include:

- A general written description of the proposed signage to be installed
- A scale drawing of the signage with dimensions, materials, methods of construction, colours and means of attachment (the means of attachment should be arranged to anchor into joints between historic masonry units or into wood building elements)
- Type of illumination, if applicable

Awnings

The application should include:

- A sketch view of the proposed awning – perhaps over a photo
- A scale drawing of the awning on the building with dimensions, materials, operating mechanism, method of construction, colours and means of attachment (the means of attachment should be arranged to anchor into joints between masonry units or into wooden building elements)
- Type of illumination, if applicable.

8. SPECIFIC REQUIREMENTS FOR DEMOLITION

Information presented in the Heritage Permit Application should describe the existing conditions, including the existing setting and existing heritage attributes, of the designated property and the surrounding area, specifically as they relate to the building proposed for demolition. The Heritage Permit Application should provide a detailed rationale for the demolition, including an assessment of the current condition of the building, and a cost comparison identifying the difference in cost to repair and restore the building versus cost to demolish and construct a new building.

9. HERITAGE CONSERVATION PRINCIPLES

The Heritage Permit Application must demonstrate how the proposed work (e.g., alteration, new construction or demolition) is consistent with the designating by-law for individual properties (Part IV) or the Heritage Conservation District Plan for properties within a Heritage Conservation District (Part V designation). In addition, the Heritage Permit Application must demonstrate how the proposed work is consistent with the Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada* (available at www.historicplaces.ca/en/pages/standards-normes.aspx).

For more information on Heritage Planning in the City of Kitchener please contact our heritage planning staff at heritage@kitchener.ca.

	<h2 style="text-align: center;">HERITAGE PERMIT APPLICATION & SUBMISSION REQUIREMENTS</h2> <p style="text-align: center;">Planning Division – 200 King Street West, 6th Floor P.O. Box 1118, Kitchener ON N2G 4G7 519-741-2426; planning@kitchener.ca</p>
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STAFF USE ONLY

Date Received:	Accepted By:	Application Number:
		HPA-2021-

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

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

2. SUBJECT PROPERTY

Municipal Address: 57 Jubilee Drive, Kitchener, ON N2G 7T6, 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: _____

City/Province/Postal Code: _____

Phone: _____

Email: _____

4. AGENT (if applicable)

Name: James Barr

Company: Walkinshaw Holdings

Address: 847 Queens Blvd

City/Province/Postal Code: Kitchener, ON, N2M 1A6

Phone: [REDACTED]

Email: [REDACTED]

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.

The following renovations and a new washroom addition are proposed for the Boathouse building:

- A new outdoor deck structure in the form of a cantilever addition at the rear of the existing building;
 - A new primary accessible entrance and ramp at the front of the existing building to improve accessibility;
 - A new bank of exterior washrooms located east of the existing building &
 - Enlargement of existing openings and addition of new openings. Please refer to the additional page -1 for more information.
- renders and drawings.

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

Describe why it is necessary to undertake the proposed work:

The proposed work is necessary to rehabilitate the Boathouse building to ensure its continued use as a commercial space for the community. The proposed alterations, accessible outdoor terrace and washroom addition are designed per best Conservation practices and guidelines which do not affect the attributes of the cultural heritage landscape and existing views adversely. Re-introducing commercial and retail functions on this site would support economic revitalization of the district and create opportunities for more people to enjoy this beautiful historic site.

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

The proposed work is consistent with Part V Heritage District Plan guidelines. The existing views to and from Park Street (Jubilee Drive), Roland Street and David Street will be preserved. The proposed decking would visually reference wood to blend with the landscape. The existing concrete paving along the proposed terrace would be replaced by a landscape buffer with low-mid height planting. The proposed waterfront terrace with low-storey plantings around the building are improvements that are inline with the Victoria Park Heritage Conservation Plan guidelines (prepared by Nicholas Hill, 1996).

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):

Please refer to additional page -2.

7. PROPOSED WORKS

- a) Expected start date: January 2, 2023 Expected completion date: June 16, 2023
- b) Have you discussed this work with Heritage Planning Staff? ☒ Yes ☐ No
 - If yes, who did you speak to? Deeksha Choudhry
- 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 _____

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: _____

Date: September 29, 2022

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).

STAFF USE ONLY

Application Number: _____

Application Received: _____

Application Complete: _____

Notice of Receipt: _____

Notice of Decision: _____

90-Day Expiry Date: _____

PROCESS:

☐ Heritage Planning Staff: _____

☐ Heritage Kitchener: _____

☐ Council: _____

Additional Page - 1

Heritage Permit Application

Boathouse Building, Victoria Park Heritage Conservation District, City of Kitchener

57 Jubilee Drive, Kitchener, ON N2G 7T6, ON

Written Description:

Detailed architectural description of the proposed materials and construction details:

1. Washroom Addition:

- Mitrex cladding (with potential for solar integration) - the face of this integrated cladding system is recommended to be a traditional look ie. stone or wood.
- Flat roof with single ply membrane and parapet cap
- Matching hollow metals doors for washrooms and storage areas
- Wood cedar t&g soffit and washroom interiors (to match cedar shake roof of existing)
- Durable epoxy coating with grit in washrooms and storage areas for ease of cleaning and safety

2. Cantilevered Deck

- Steel frame cantilevered structure (over entirety of existing patio space) with max dimensions of 18" above high water level
- Composite decking system - color and tone to resemble natural wood.
- 1.07m high surface mounted Glass guards throughout to create maximum visibility of pond and existing structure

3. New Double Door at the front and rear facade

- A new double door accessible entrance is proposed at the front facade of the boathouse building. The design of the doors includes a transom on top to emulate the design of the existing doors on the front facade. The door of the new washroom addition will be contemporary in design and distinguishable from the existing fabric. Existing doors at the front along the east and west facades are recommended to be brick infilled. The infill brick is recommended to be set slightly back from the face of the existing brick, to show that doors previously existed, and could be re-installed in the future if desired. This follows the conservation practices of reversibility and is recommended.

4. New Replacement Windows

- The existing windows are not original to the boathouse building. These will be replaced with better performing aluminum double hung windows emulating the design of the original windows. Please refer to CHIA report for historic photos.

5. New Glazing in Existing Building

A folding partition is proposed as part of the rear elevation to enhance 4 season uses and greater accessibility between interior and exterior spaces. The design includes a transom window on top with glazing panels below to maintain and enhance views of the lake from the Boathouse building.

6. Exterior Lighting

- Replace existing bulb lighting sconces and poles with new efficient led lighting with minimized architectural profile (complimentary with the park) which minimizes light pollution on the neighbourhood while maximizing safety and utility for building uses.

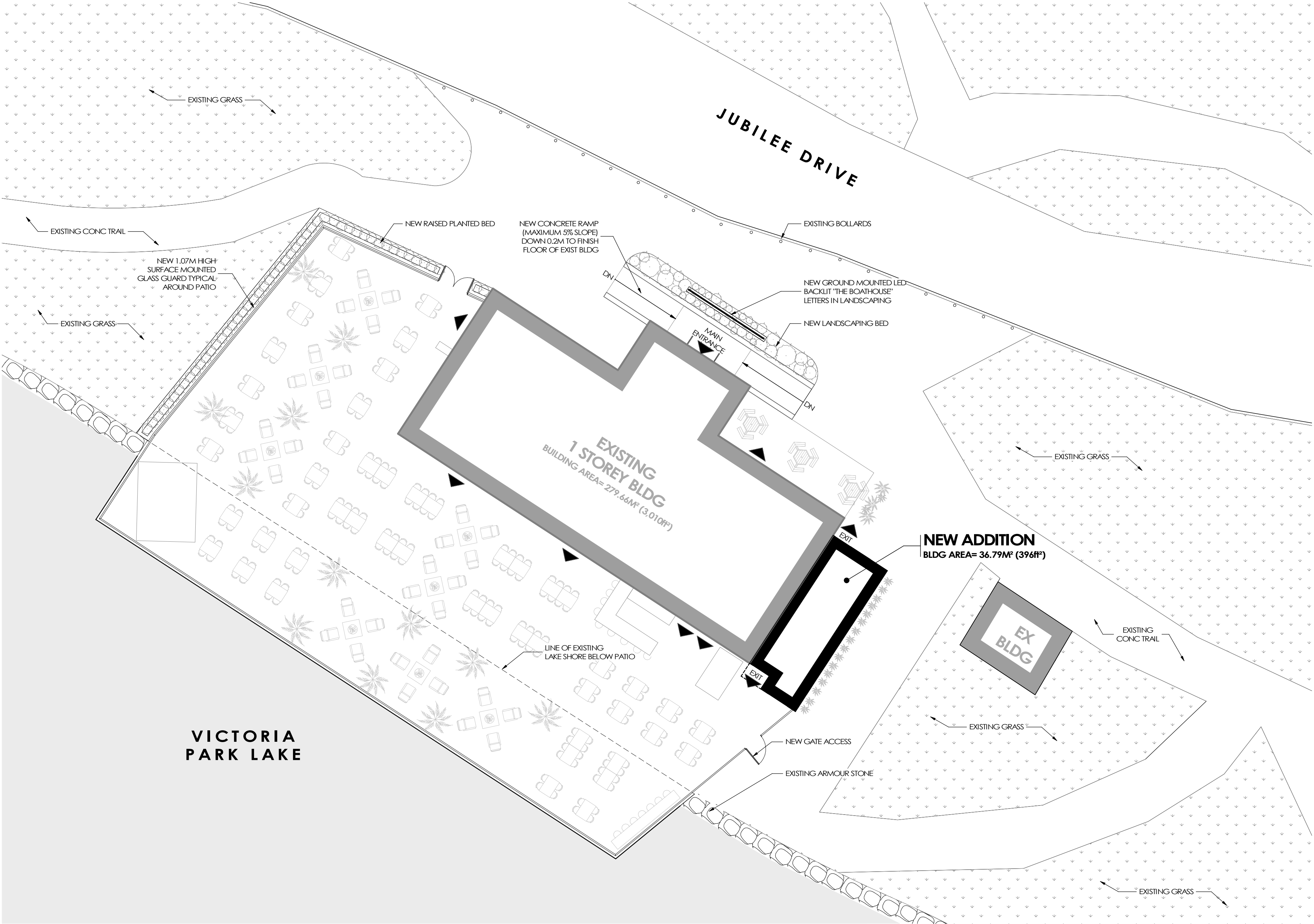
7. New Ramp & Signage

- A new concrete ramp (maximum 5% slope) with 6" high curbs at grade will be provided for improved accessibility.
- A new ground mounted LED Backlit signage 'The Boathouse' letters is proposed in front of the building as part of the landscaping and the new planter bed.

8. New Planter Bed acting as a landscape buffer between the walkways and the proposed outdoor terrace.

9. Commemorative Plaque

- A commemorative installation is proposed in the entrance lobby of the Boathouse building. This education intervention will describe the history of the site to the park visitors and future users at the subject site.



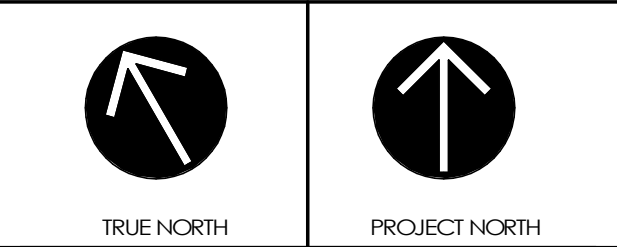
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THIS DRAWING SHALL NOT BE SCALED.



ISSUED FOR:

SCHEMATIC DESIGN 2022.09.23

DEVELOPED DESIGN

SITE PLAN APPROVAL

BUILDING PERMIT

BIDDING/TENDER

NO.	REVISION DESCRIPTION	DATE
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EDGE

ARCHITECTS LTD

www.edgetd.ca

ARCHITECT'S SEAL

PROJECT NAME

**THE BOATHOUSE
RENOVAITON**

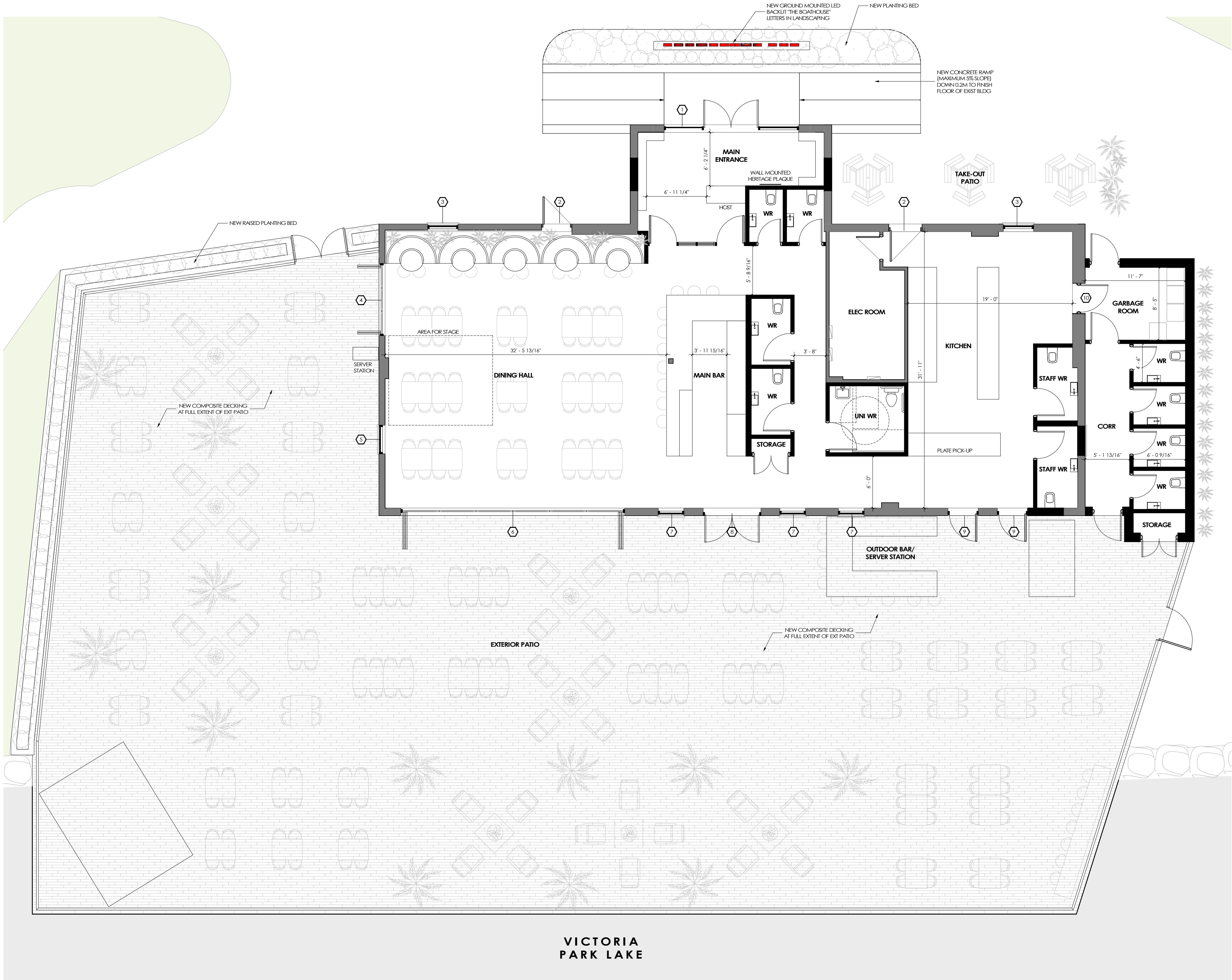
57 JUBILEE DRIVE, KITCHENER ON

CLIENT

DRAWING TITLE

PROPOSED SITE PLAN

PROJECT NUMBER	DRAWING NUMBER
22049	A1.1
SCALE	
SHEET SIZE	
24x36	



**PROPOSED
OPENING SIZES**

- 1 15'-6"W x 9'-8"H
- 2 3'-6"W x 9'-0"H
- 3 3'-6"W x 6'-0"H
- 4 8'-4"W x 9'-8"H
- 5 3'-4"W x 6'-0"H
- 6 25'-10"W x 9'-8"H
- 7 3'-0"W x 6'-0"H
- 8 6'-8"W x 9'-8"H
- 9 3'-6"W x 9'-8"H
- 10 3'-6"W x 7'-2"H

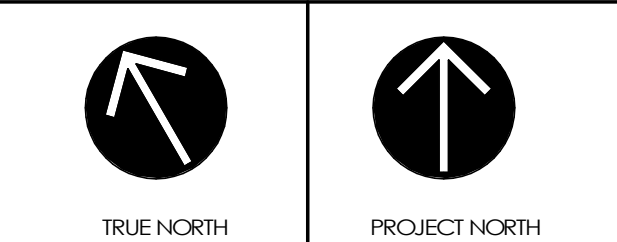
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ISSUED FOR:	2022.09.23
SCHEMATIC DESIGN	
DEVELOPED DESIGN	
SITE PLAN APPROVAL	
BUILDING PERMIT	
BIDDING/TENDER	

NO.	REVISION DESCRIPTION	DATE
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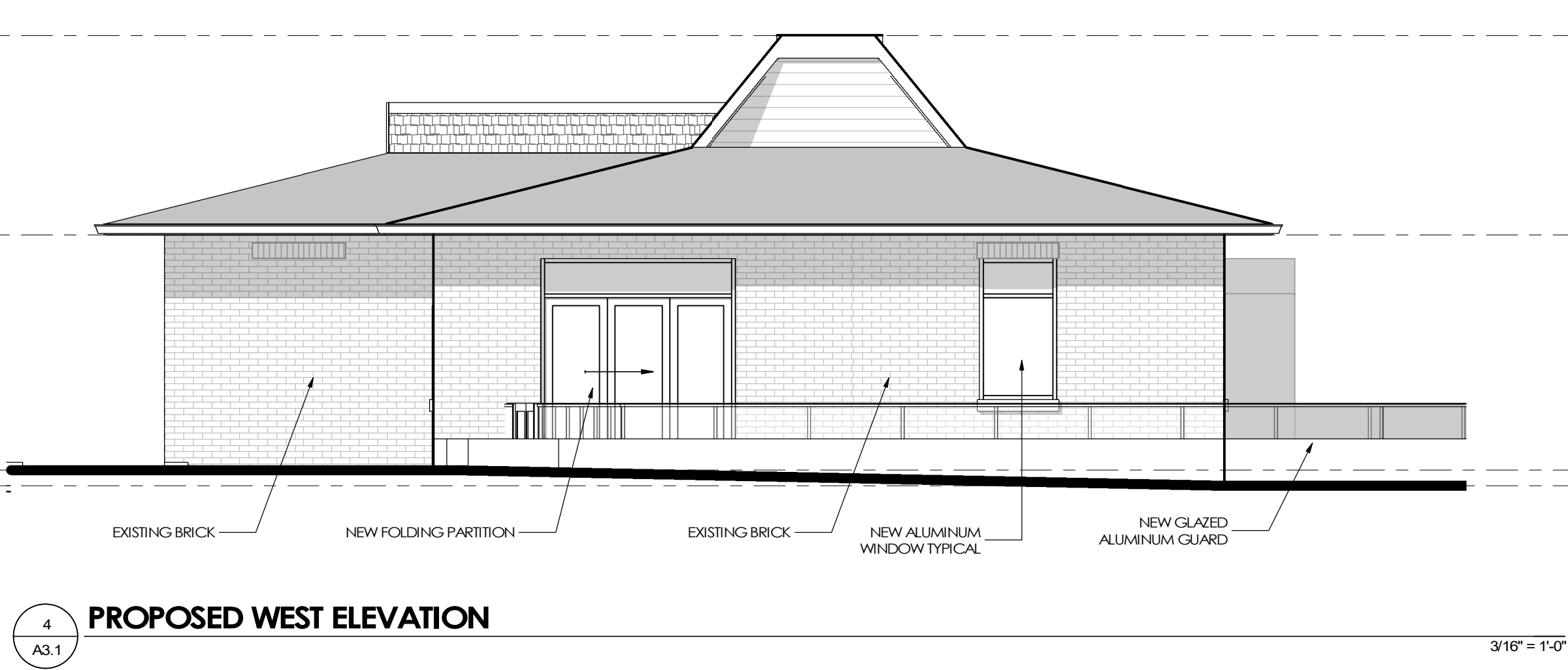
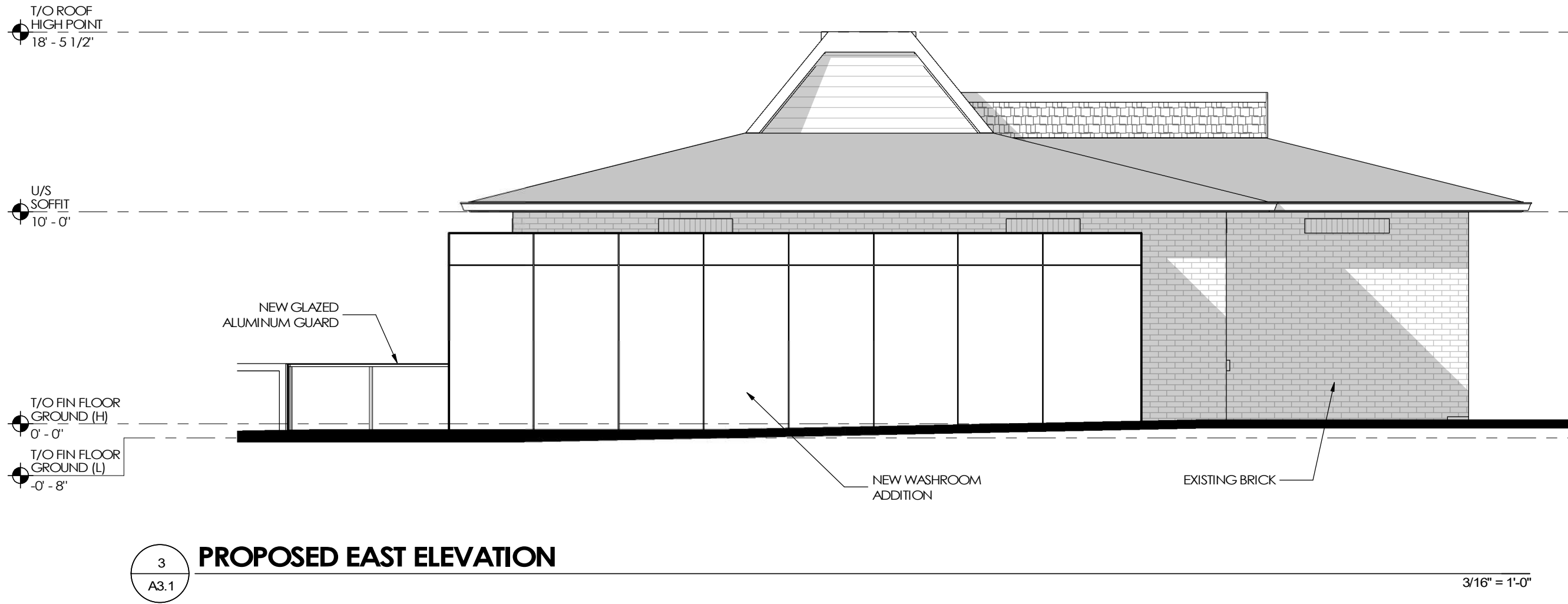
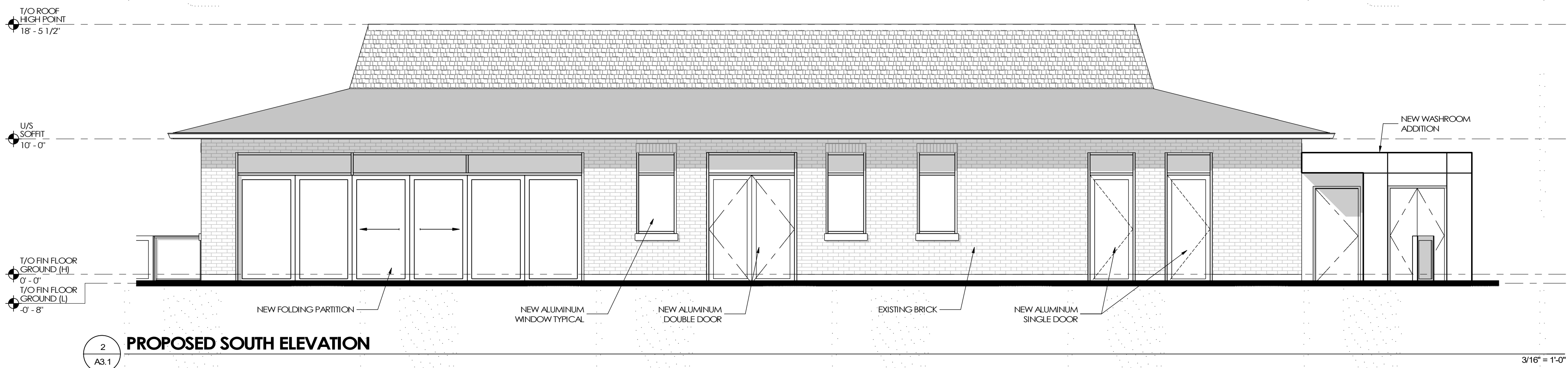
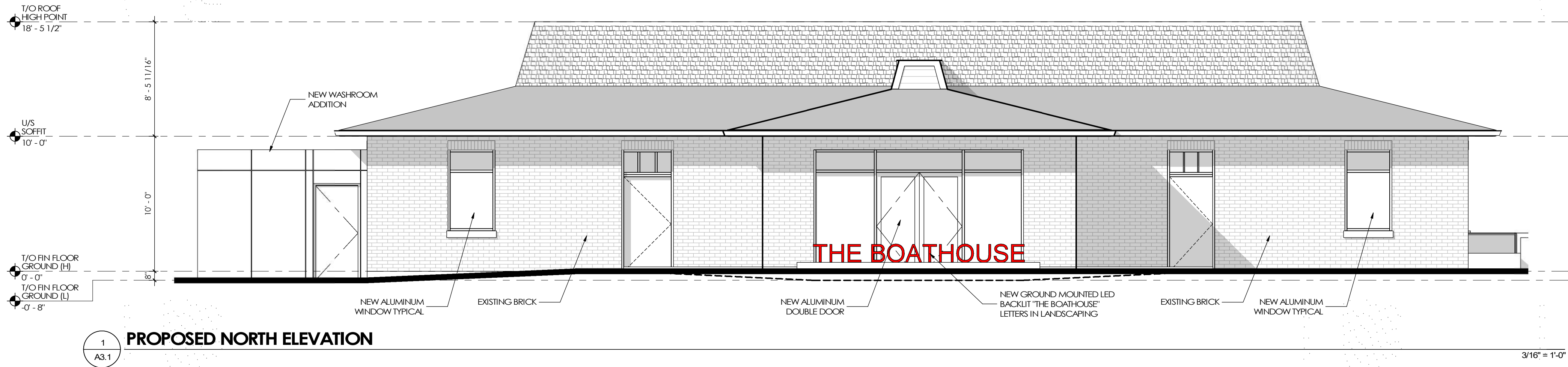
ARCHITECT'S SEAL

PROJECT NAME
**THE BOATHOUSE
RENOVATION**
57 JUBILEE DRIVE, KITCHENER ON

CLIENT

DRAWING TITLE
PROPOSED FLOOR PLAN

PROJECT NUMBER 22049	DRAWING NUMBER A2.1
SCALE 3/16"= 1'-0"	
SHEET SIZE 24x36	



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THIS DRAWING SHALL NOT BE SCALED.

ISSUED FOR:

SCHEMATIC DESIGN 2022.09.23

DEVELOPED DESIGN

SITE PLAN APPROVAL

BUILDING PERMIT

BIDDING/TENDER

NO.	REVISION DESCRIPTION	DATE
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EDGE

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ARCHITECT'S SEAL

PROJECT NAME

THE BOATHOUSE
RENOVAITON

57 JUBILEE DRIVE, KITCHENER ON

CLIENT

DRAWING TITLE

PROPOSED ELEVATIONS

PROJECT NUMBER	DRAWING NUMBER
22049	
SCALE	A3.1
3/16" = 1'-0"	
SHEET SIZE	
24x36	



View of the proposed ramp, new washroom addition and new prime entrance. (Source: DFy, October 2022)



View of the proposed accessible terrace with proposed planter bed along the railing. (Source: DFy, October 2022)

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SCHEMATIC DESIGN

2022.09.23

DEVELOPED DESIGN

SITE PLAN APPROVAL _____

BUILDING PERMIT

BIDDING/TENDER

NO.	REVISION DESCRIPTION	DATE
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ARCHITECTS LTD

www.edgetd.ca

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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100

57 JUBILEE DRIVE, KITCHENER ON

ELEVATIONS

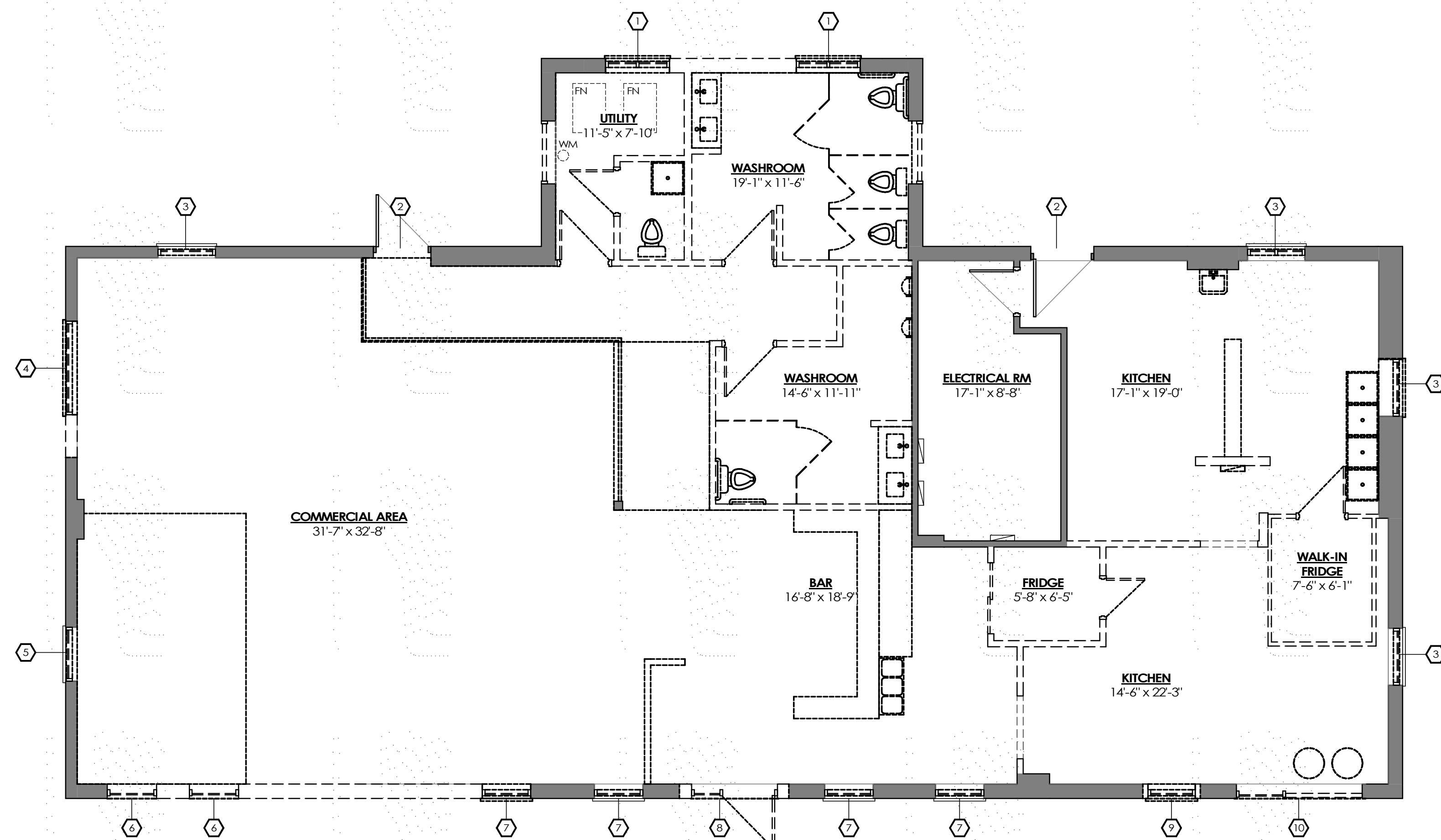
100

100

Age Group	All (%)	70+ (%)
18-29	75	65
30-49	65	55
50-69	75	75
70+	75	75

DOI: 10.1002/for

EX2.1

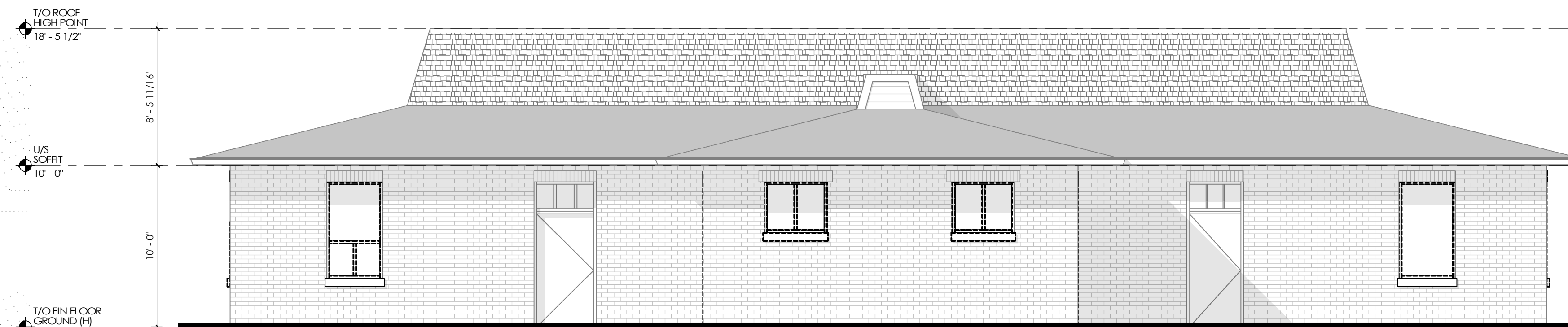


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EX2.1

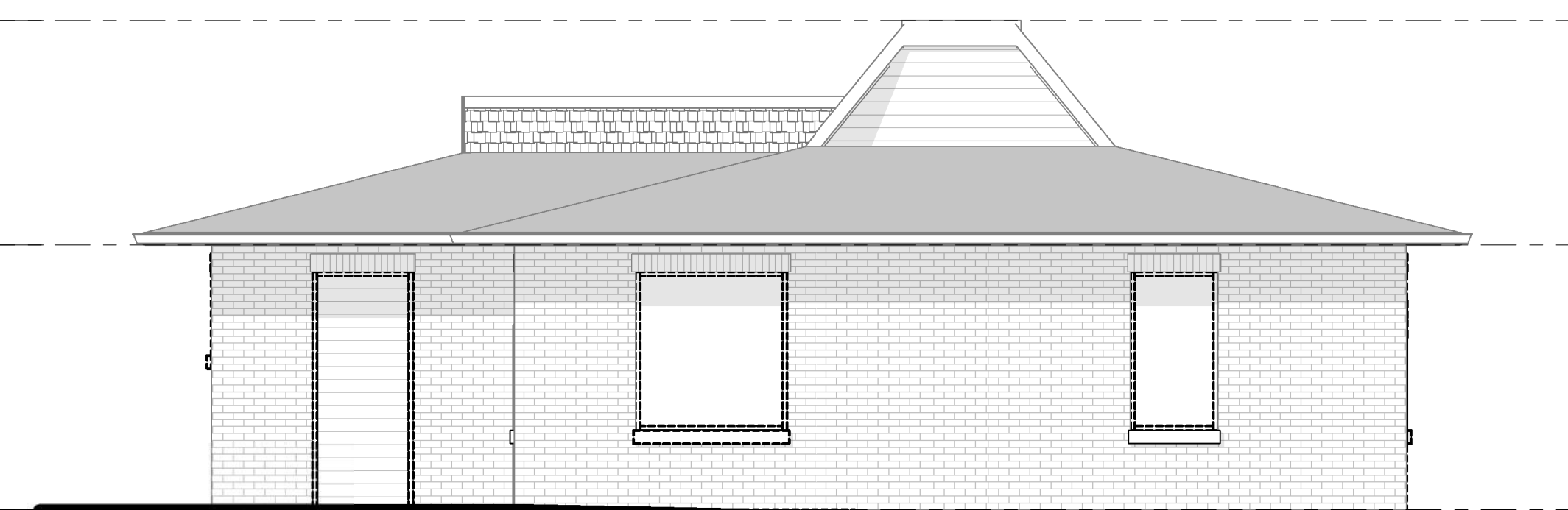
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EXISTING OPENING SIZES

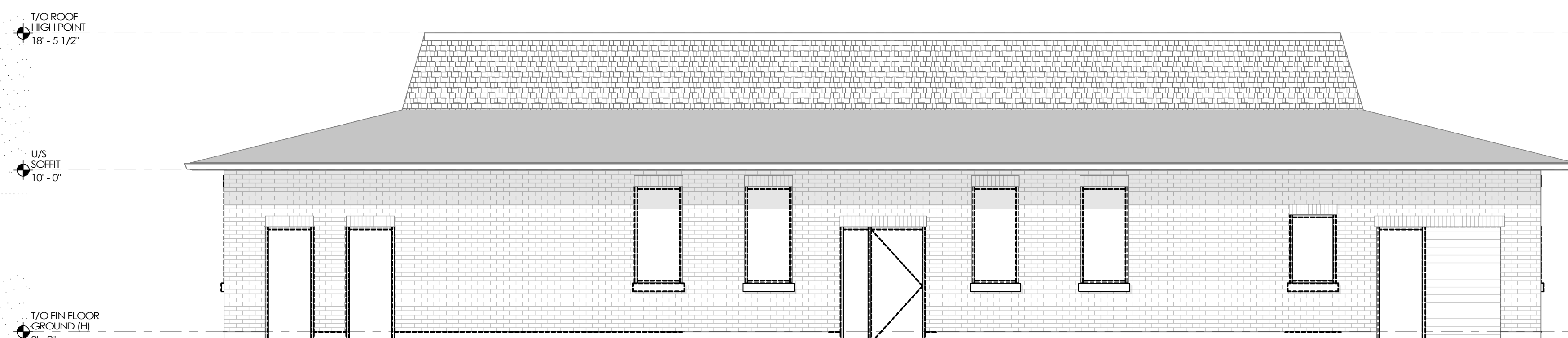
- 1 3-2'Wx3-11'H
- 2 3-6'Wx9-0'H
- 3 3-6'Wx6-0'H
- 4 5-9'Wx6-0'H
- 5 3-4'Wx6-0'H
- 6 3-0'Wx7-2'H
- 7 3-0'Wx6-0'H
- 8 5-3'Wx7-2'H
- 9 3-6'Wx9-8'H
- 10 3-6'Wx7-2'H



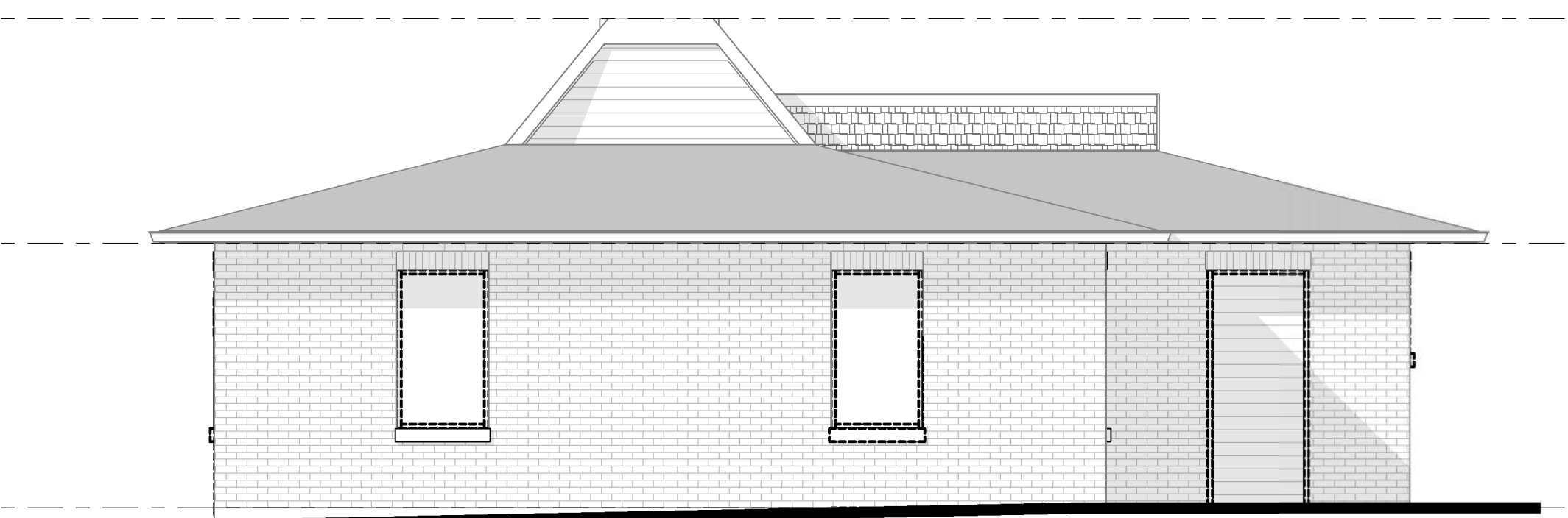
1
EX2.1

$$3/16'' = 1'-0''$$


4
EX2.1

$$3/16'' = 1'-0''$$


2
EX2.1

$$\frac{3}{16}'' = 1'-0''$$


3
EX2.1

$$3/16'' = 1'-0''$$

Additional Page - 2

6.0 Applicable Heritage Planning policies and Conservation guidelines

The Boathouse building is subject to several policies and guidelines. The following section outlines the relevant sections of those policies and guidelines and provides responses with regards to the heritage resource and proposed development.

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

Section 3: General Standards for Preservation, Rehabilitation and Restoration⁵

1	Conserve the heritage value of an historic place. Do not remove, replace or substantially alter its intact or repairable character defining elements. Do not move a part of an historic place if its current location is a character-defining element.	The proposal maintains the existing footprint of the building. The latter is not proposed to be moved or relocated.
2	Conserve changes to an historic place that, over time, have become character-defining elements in their own right.	The existing views from Park Street (Jubilee Drive), Roland Street and David Street will be preserved.
3	Conserve heritage value by adopting an approach calling for minimal intervention.	The proposal calls for minimum interventions that are required to make the red-brick building code compliant ensuring health and safety of its occupants and add support services which would help engage with the community more fully.
4	Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties, or by combining features of the same property that never coexisted.	The proposed alterations and additions are contemporary in design and distinguishable from the existing building and adjacent fabric.
5	Find a use for an historic place that requires minimal or no change to its character-defining elements	The former use of the Boathouse building is maintained. It will continue to be used as a restaurant/ event space that will bring in more people from the community and promote economic vitalization of the Victoria Park which aligns with the HCD goals for this cultural landscape.
6	Protect and, if necessary, stabilize an historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbing archaeological resources, take	With proper stabilization and monitoring throughout all phases of the project, there should be no impact on the integrity of the existing building. As a precaution, vibration monitoring and regular inspections should take place prior to,

⁵ Standards and Guidelines for the Conservation of Historic Places in Canada, pp 21-23. Retrieved online from: 81468-parks-s+g-eng-web2.pdf (historicplaces.ca)

	mitigation measures to limit damage and loss of information.	during and post construction. If any unexpected situation or damage does occur, a discussion with a qualified professional should occur prior to any decisions being made. The design of the cantilevered patio is intended to have no impact to the water and waters edge.
7	Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.	No character-defining elements are negatively affected as no existing views are impacted and connected pathways around the facility remain.
8	Maintain character-defining elements on an ongoing basis. Repair character-defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes	The Victoria Park is an excellent example of a Victorian era park designed in the Romantic style. Per the guidelines provided within the Victoria Park HCD Plan, the sequence along Park Road in both directions including views to the Commons and lake and views from David, Roland should be considered to be the Park's visual edge. The proposed alterations do not affect the visual aesthetics negatively.
9	Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable on close inspection. Document any intervention for future reference.	Please refer to comment above. Detailed drawings have been prepared which will serve as documentary evidence (Appendix A).

Additional Standards Relating to Rehabilitation

10	Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.	<p>The new addition will be non-imposing in scale. The ramp design will be simple with a low height curb with a maximum slope of 5%. The terrace railing will be glass to ensure transparency and minimal impact on exiting views.</p> <p>The new windows and doors will emulate the design and proportions of the existing openings.</p>
11	Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. Make the new work physically and	The proposed alterations and the washroom addition will alter the historic facade of the existing red-brick building however no heritage attributes will be impacted adversely as the new addition will

	visually compatible with, subordinate to and distinguishable from the historic place.	not be imposing in scale, will employ contemporary materials and the new ramp will provide accessibility which is a positive impact. The proposed works will be distinguishable from the old fabric and are reversible in nature.
12	Create any new additions or related new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future.	The proposed works will be distinguishable from the old fabric and are reversible in nature.

Section 4.3 Guidelines for Buildings

Section 4.3.1 Exterior Form⁶

Accessibility Considerations

18	Finding solutions to meet accessibility requirements that are compatible with the exterior form of the historic building. For example, introducing a gently sloped walkway instead of a constructed ramp with handrails in front of an historic building.	Understanding and considering the existing site constraints, a new ramp is proposed that will lead to the new primary entrance. The proposal does not alter the building's exterior radically. The new ramp curb is proposed to be 6" high with a 5% slope on making it non-imposing and with minimal visual impacts.
19	Working with accessibility and conservation specialists and users to determine the most appropriate solution to accessibility issues with the least impact on the character-defining elements and overall heritage value of the historic building.	The proposed ramp addition does not alter the existing visual relationships that are critical to this cultural landscape. The proposed elements will not visually compete with the existing overall aesthetic.

⁶ Standards and Guidelines for the Conservation of Historic Places in Canada, pp 132. Retrieved online from: [81468-parks-s+g-eng-web2.pdf \(historicplaces.ca\)](#)

The subject site is within a cultural landscape. The following guidelines from Section 4.1 Guidelines for Cultural Landscapes, including heritage districts apply:

Section 4.1 General Guidelines for Preservation, Rehabilitation and Restoration⁷

1	Understanding land use and how it contributes to the heritage value of the cultural landscape.	The proposal maintains the former use of the property. The boathouse will be used as an event and restaurant space.
5	Protecting and maintaining past links connecting archaeological sites, such as roads, trails, paths and visual relationships.	The proposed alterations do not alter the existing visual relationships. The proposed elements will not visually compete with the existing overall aesthetic.
7	Replacing in kind extensively deteriorated or missing parts of a feature that support a land use where there are surviving prototypes.	The proposed alterations and the washroom addition will alter the historic facade of the existing red-brick building however no heritage attributes will be impacted adversely as the new addition will not be imposing in scale, will employ contemporary materials and the new ramp will provide accessibility which is a positive impact. The proposed works will be distinguishable from the old fabric and are reversible in nature.
8	Documenting all interventions that affect the land use and ensuring that this documentation will be available to those responsible for future interventions	Detailed drawings have been prepared which will serve as documentary evidence (Appendix A).

Additions or Alterations to a Cultural landscape

12	Designing a new feature when required by a new use that is compatible with the past or continuing land use. For example, building a visitor access road along the margin of a field and woodlot in an historic farm site, so that both can continue to function.	<p>The new washroom addition will not be imposing in scale, will employ contemporary materials and the new ramp at the front of the building will improve accessibility which is a positive impact. A waterfront terrace will help maintain continuous use of the property. This is recommended by the HCD Plan. The proposed works will be distinguishable from the old fabric and are reversible in nature.</p> <p>The view to the Victoria Park Lake will be maintained as view from Jubilee Drive, Roland Street and Park Street.</p>
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⁷ Standards and Guidelines for the Conservation of Historic Places in Canada, pp 52. Retrieved online from: 81468-parks-s+g-eng-web2.pdf (historicplaces.ca)

		The proposed development will help revitalize the Victoria Park by acknowledging the strengths of the existing building. By continuing its use as a contemporary commercial space, it guarantees the building will continue to contribute to the cultural heritage landscape and thrive as an active, prominent building for the community.
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Given that the Heritage Conservation District Plan is focussed on Building Conservation and maintenance while we are looking at rehabilitation, guidelines for Doors and Windows have been referenced from the Standards and Guidelines for the Conservation of Historic Places in Canada for the proposed development.

Section 4.3.5: Windows, Doors and Storefronts⁸

20	Designing and installing new windows, doors or storefronts required by a new use on non-character-defining elevations in a manner that is compatible with the building's style, era and character	The existing windows and doors are not original historic. The proposed new windows and doors will be compatible with the building's style and character.
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6.2 Victoria Park Heritage Conservation District Plan

2.3 Victoria Park

Policies and Guidelines applicable to the proposed development are as follows:

Buildings, Monuments and Structures	<p>New buildings and monuments shall build on the tradition of hand craftsmanship, natural materials and a visual blend with the landscape.</p> <p>Artificial materials and treatments such as pressure-treated lumber, plastic and pre-cast concrete shall be strongly discouraged.</p>	<p>It is recommended that natural materials that visually blend in the landscape in the terrace be used for the proposed development.</p> <p>The proposed composite decking should visual reference wood.</p>
Boathouse Landscape Guidelines	<p>The following intermittent vistas in the Park should be conserved and enhanced:</p> <ul style="list-style-type: none"> • The sequence along the Park Road in both directions, including views to the Commons and lake. • Views from David Street and Roland Street to the Commons and Victoria Park lake 	The existing views to and from Park Street (Jubilee Drive), Roland Street and David Street will be preserved.

⁸ Standards and Guidelines for the Conservation of Historic Places in Canada, pp 157. Retrieved online from: 81468-parks-s+g-eng-web2.pdf (historicplaces.ca)

Existing Site Conditions: Photos and Drawings



Photo #1: View of the existing building on site from Jubilee Drive looking southeast



Photo #2: View of the existing building on site from the walkway along the lake looking northeast



Photo #3: View of the existing building on site from the park walkway along the lake looking southeast



Photo #4: View of the Victoria Park Lake standing rear of the existing building looking southwest



Photo #5: View of the Victoria Park Lake standing rear of the existing building looking south

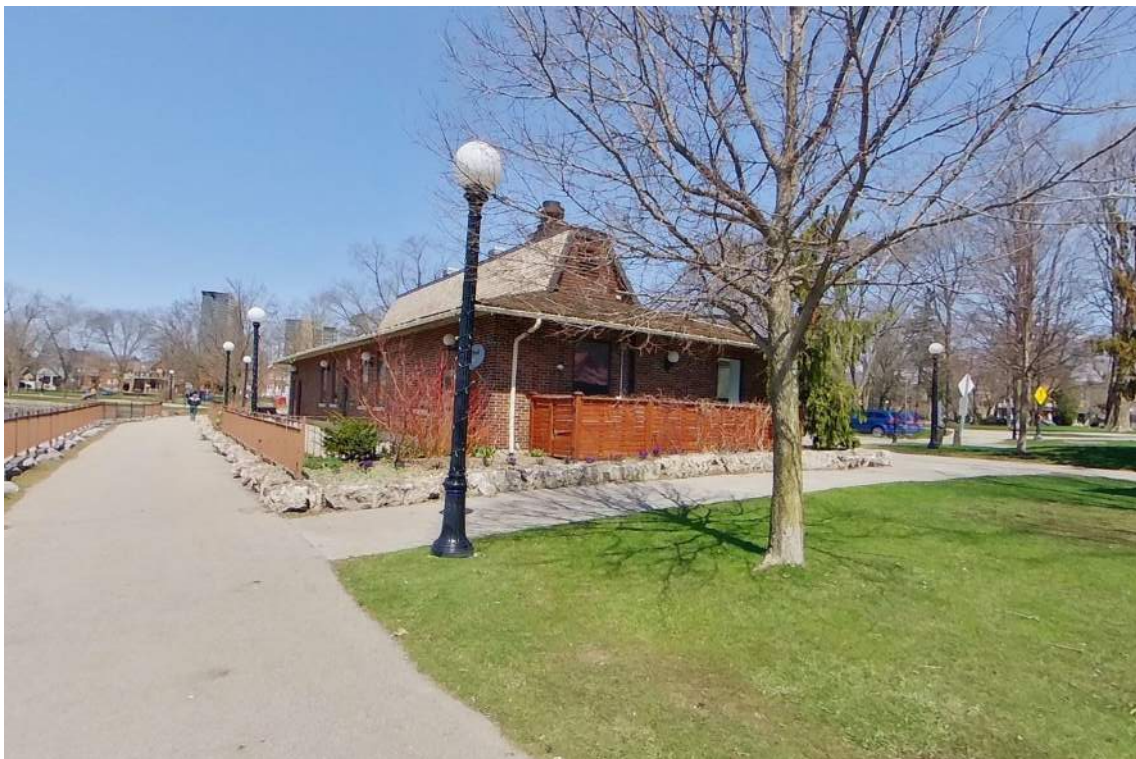


Photo #6: View of the existing building on site from the park walkway along the lake looking northwest



Photo #7: View of the existing building on site from Jubilee Drive looking southwest



Photo #8: View of the east facade of the existing building on site



Photo #9: View of the existing building on site looking northwest



Photo #10: View of the existing windows and doors on the rear facade of the existing building



Photo #11: View of the existing rear entrance/exit doors from the commercial area

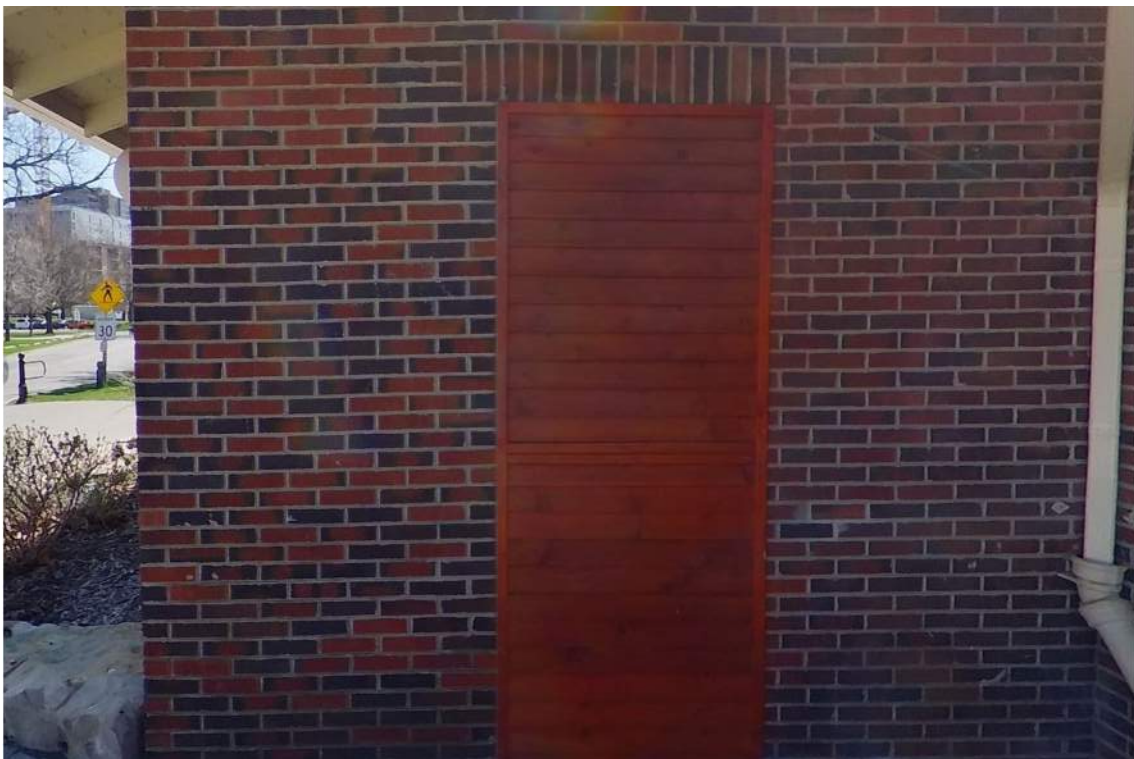


Photo #12: View of the existing blocked opening along the west facade.



Photo #13: Existing washroom (Men)



Photo #14: Existing commercial area



Photo #15: Existing entrance corridor looking east



Photo #16: Existing entrance corridor looking west



Photo #17: Existing kitchen (rear portion)



Photo #18: Existing kitchen (front portion)



Photo #19: Existing electrical room

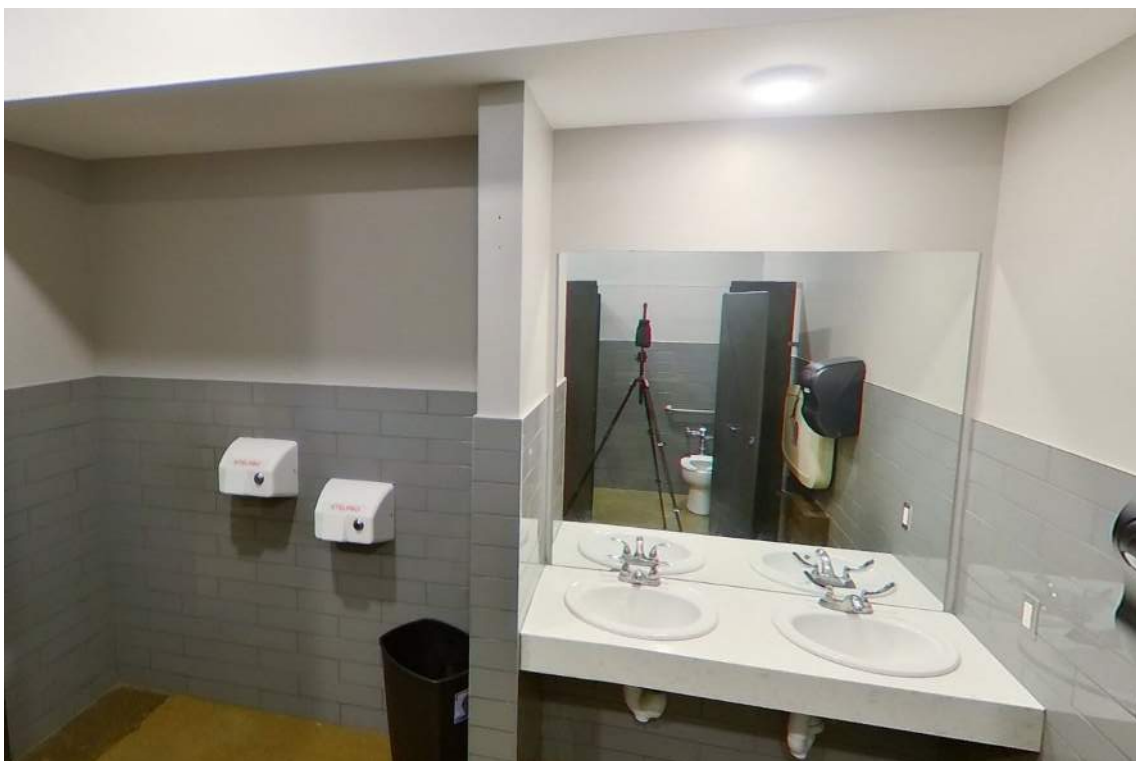
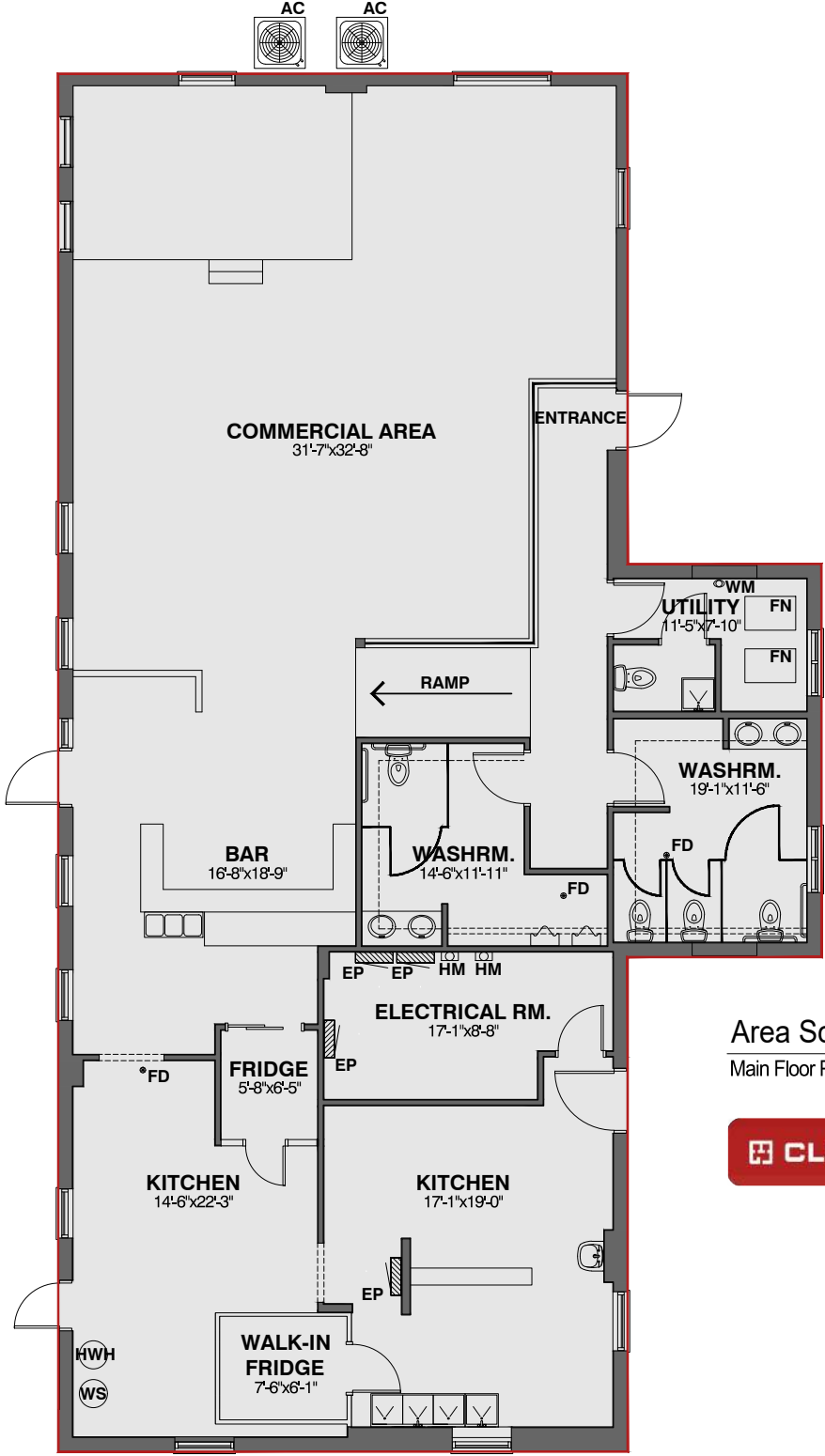


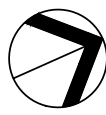
Photo #20: Existing washroom (women)

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Area Schedule (sq.ft.)	
Main Floor Plan	3010

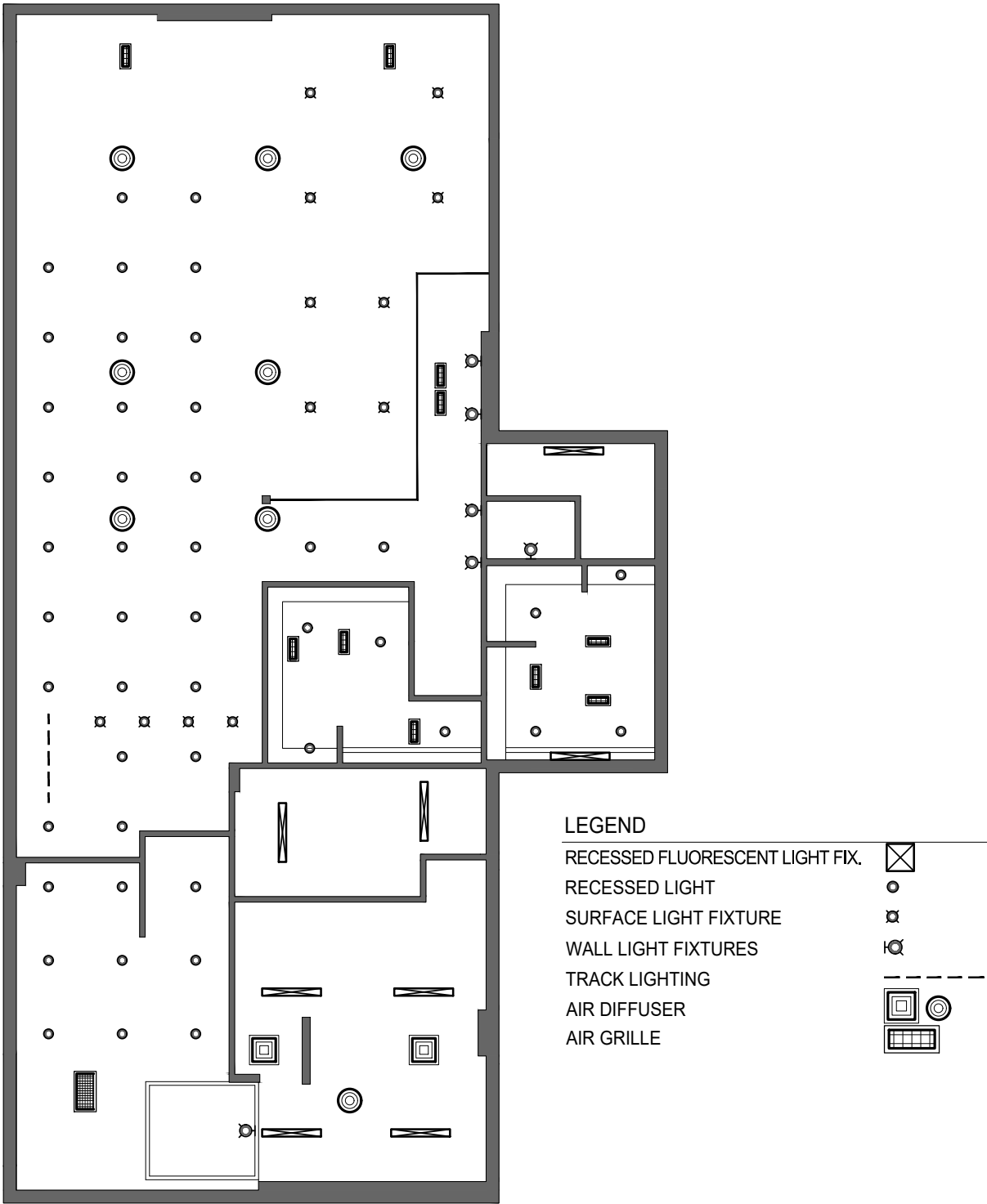
[CLICK TO TOUR](#)

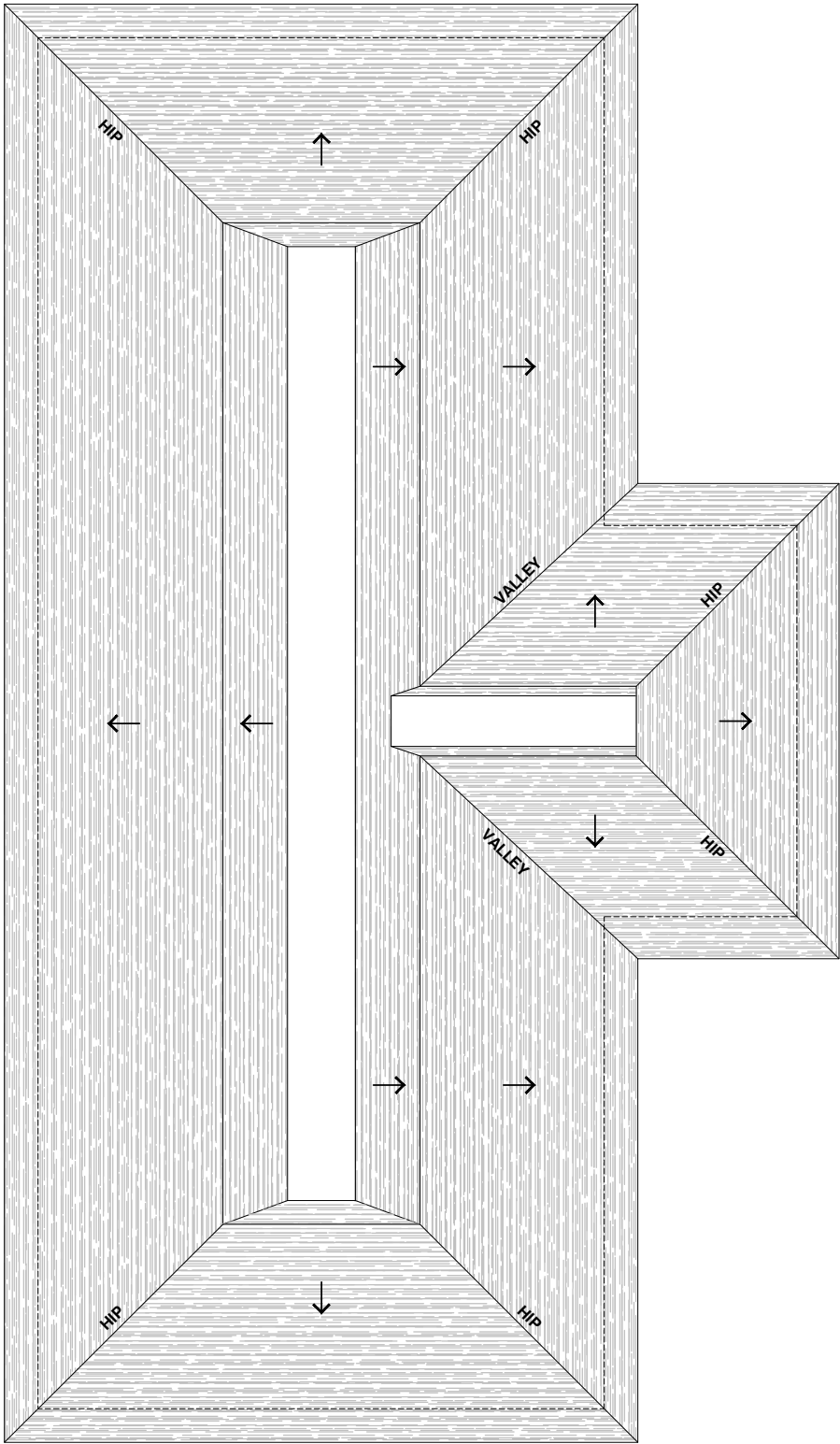


Project No.: 213.22.4
EXISTING CONDITIONS

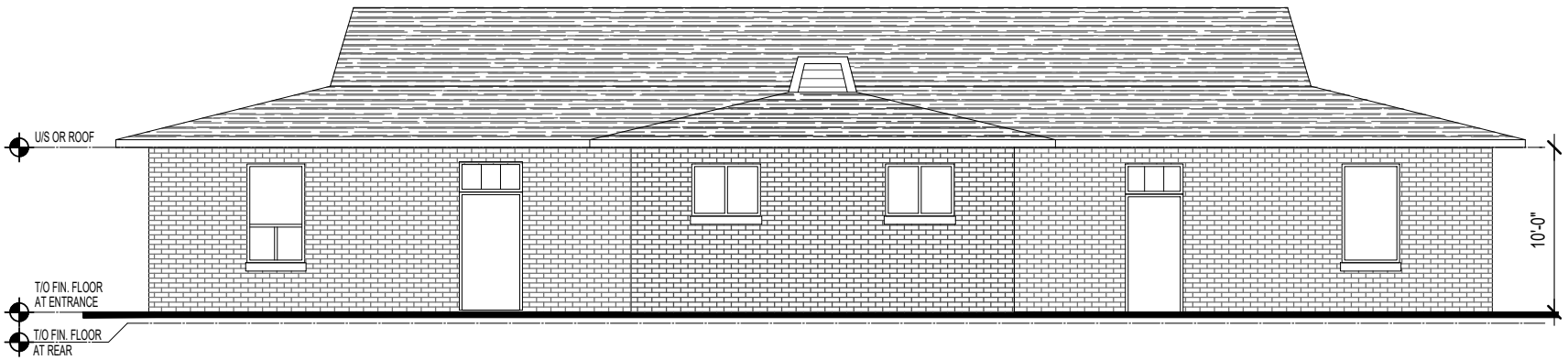
MAIN FLOOR PLAN
57 JUBILEE DR, KITCHENER, ON

3/32"=1'-0"
2022.05.04

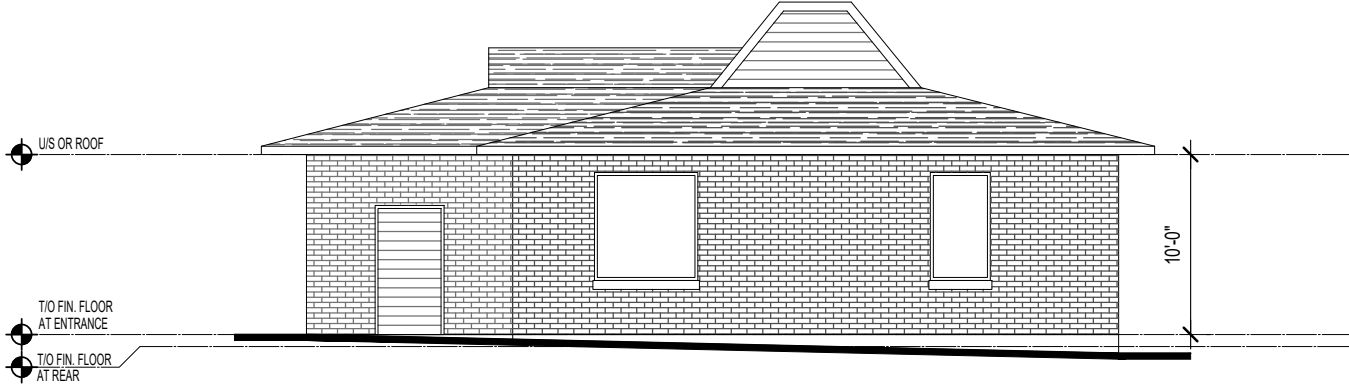




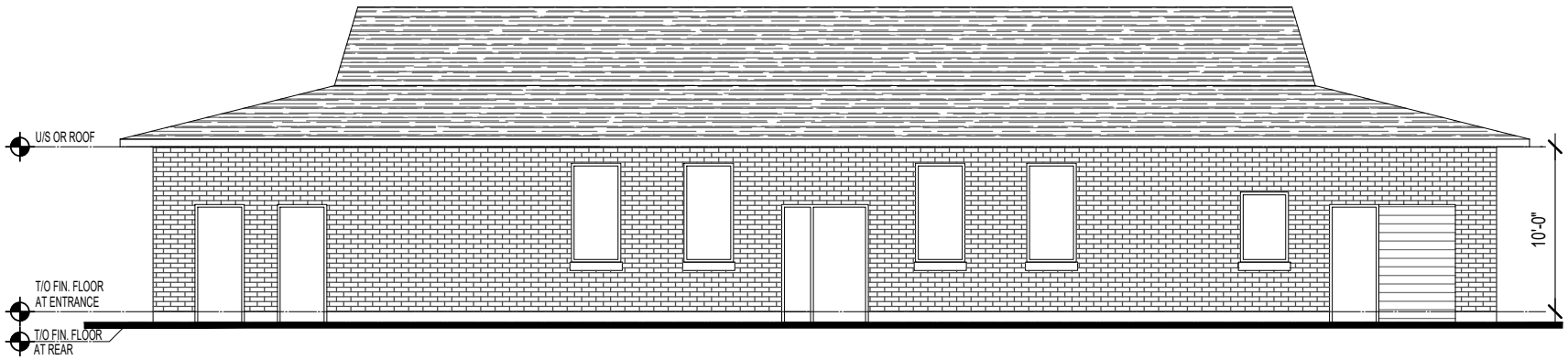
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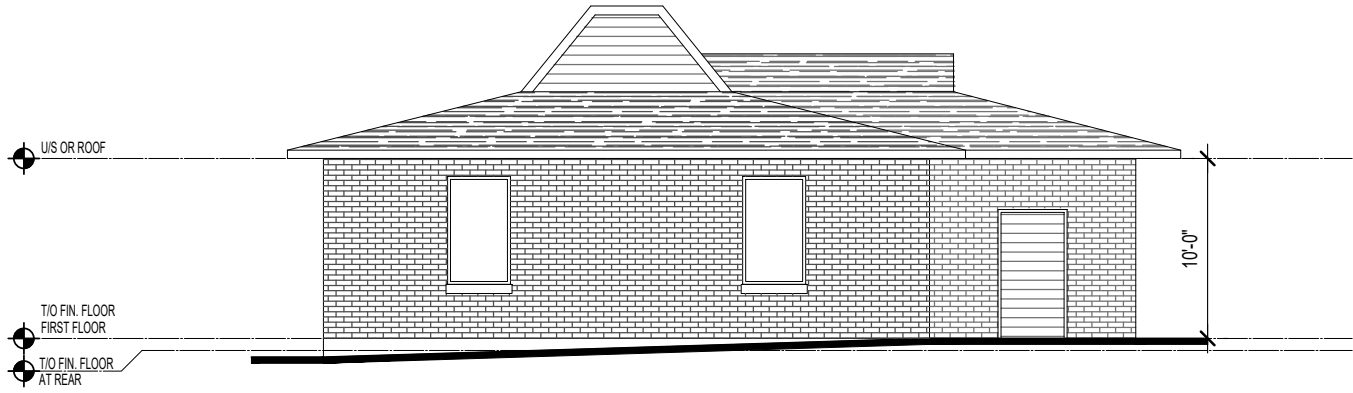
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SITE EQUIPMENT CHECKLIST

 [CLICK TO TOUR](#)

BUILDING EQUIPMENT	FLOOR PLAN	VIRTUAL TOUR	PHOTOGRAPHS
PLUMBING	INCLUDED	INCLUDED	INCLUDED
FLOOR DRAINS (FD)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
HOT WATER HEATER (HWH):	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
WATER METER (WM)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
WATER SOFTENER (WS)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PLUMBING FIXTURES	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
HEATING VENTILATION AND AIR CONDITIONING			
AIR CONDITIONER UNIT (AC):	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
FURNACE (FN):	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
GAS METER (GM)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
THERMOSTAT (T)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AIR REGISTERS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DUCT WORK	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ELECTRICAL			
HYDRO METER (HM):	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ELECTRICAL PANEL (EP):	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
EMERGENCY EXIT LIGHTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ARCHITECTURAL ELEMENTS:			
EXTERIOR:			
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SIDES AND EACH CORNER	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
BALCONIES/PATIOS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
INTERIOR:			
STRUCTURAL ELEMENTS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
OPENINGS (WINDOWS AND DOORS)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CEILING ELEMENTS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
MILLWORK	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Project No.: 213.22.4
EXISTING CONDITIONS

NTS
2022.05.04
SITE INFORMATION
57 JUBILEE DR, KITCHENER, ON