



Heritage Permit Application

This permit form is for applicants proposing alternations to individually designated properties, cultural heritage landscapes and properties located within a heritage conservation district. Applicants are strongly advised to consult with the Heritage Planner to confirm if the work to be undertaken requires a Heritage Permit.

Attachments to this application should include all the supporting documents that will provide the necessary visual or technical information by which the project can be properly evaluated. The City only accepts applications that are complete as confirmed by the Heritage Planner.

Although it is not required to obtain professional assistance in the preparation of this application, applicants are **strongly advised** to seek such assistance from an architect, architectural technologist, preservation specialist, or others familiar with the unique requirements of designated heritage properties.

Property Information

Municipal Address: 19 Church Street North, Richmond Hill, ON L4C 3E6

Legal Description: PT LT 47 CON 1 MARKHAM PT 1 65R14044 ; RICHMOND HILL

Existing Use: Residential Commercial **Institutional** Other

Owner & Agent Information

Property Owner

Name of Owner: City of Richmond Hill (Project Manager: Brian Wong)

Business Phone: 905-771-2511 Fax: n/a Work Email: brian.wong@richmondhill.ca

Home Phone: n/a Fax: n/a Home Email: n/a

Agent (if applicable)

Name of Agent: Ryan Lee

Business Phone: 647-454-0084 Fax: n/a Email Address: ryan@ataarchitectsinc.com

Address and/or location of designated property if different from the address above:

Individual Designation By-Law Number (Part IV) - By-Law Number: 123-85

Located within the Gormley Heritage Conservation District (Part V): Yes **No**

Required Supporting Documents

Built Heritage Projects

1. Written Description

Describe the work to be undertaken. This must include the work to be undertaken, construction methods and means of attachment, materials and colour to be used, and reasons why the City should approved this application. Attach additional pages if needed.

2. Scaled Drawings

Submit scaled drawing(s) in 11"x17" or 8"x11" size illustrating the existing condition and the proposed alteration. The scaled drawing(s) for built heritage projects must include:

- Overall dimensions;
- Labelling of building elements (signs, windows, awnings, etc.) and their dimensions;
- Detailed architectural information (trim, siding, etc.) with dimensions and profiles;
- Types of material and colour to be used (MUST be noted on drawing to indicate their location); and
- Construction methods and means of attachment.

3. Photographs

Photographs of the buildings including general photos of the following:

- Heritage features and any areas that are affected by the proposed alteration or change;
- All elevations of the building;
- Streetscape in which the building is facing;
- Streetscape in which the building is located; and
- If a property is located at an intersection, all four corners of the intersection.

4. Site Plan & Construction Plans

Submit site plan identifying the property boundaries and footprints of existing and proposed (if applicable) buildings with distances from adjacent properties and location of proposed work. Include construction plans illustrating the proposed work.

5. Historical Documentation

Submit any historical documents (i.e. photographs, articles) on the subject property that will assist the City to understand the application.

Cultural Heritage Landscapes

For proposed alterations to designated cultural heritage landscapes, please contact the Heritage Planner for the required supporting documentation.

Fees

Minor Work: **\$398**

Definition: Minor alterations are defined as small additions, repairs or similar changes. Generally, they do not impact the identified heritage attributes of a property.

Major Work: **\$3,415**

Definition: Major applications alter or remove identified heritage attributes of a property. This includes the relocation of a structure to a different part of the property, the dismantling of a structure to be incorporated within a new structure, an addition to an existing heritage structure, and any changes affecting the legal description of the property as contained in the designation by-law.

Payments can be made at Access Richmond Hill (Please Reference Account # 521-109499) which is located on the ground floor of 225 East Beaver Creek Road, or via a cheque made out to the City of Richmond Hill Planning and Infrastructure.

If a payment is made via Access Richmond Hill, please include the Cashiers Receipt with this application to prove payment.

Declaration

Declaration: I Ryan Lee of the City/Town of Oakville solemnly declare that I am the Owner [☐] or the Authorized agent [☒] of the above named designated property and that all the information and statements provided in this application form and on the attached drawings and specifications are to the best of my knowledge and belief true and I make this Solemn Declaration conscientiously believing it to be true, and knowing it is of the same force and effect as if made under oath, and by virtue of the Canadian Evidence Act.

Signature of applicant:

Date: 2021 11 02



The personal information of this form is collected under the legal authority of Section 33(2) and Section 42(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 Heritage and Urban Design Planner, Pamela Vega, at 905-771-5529.

Heritage Permit Application – Required Supporting Documents

1. Written Description

Overview

The proposed work to be undertaken is the replacement of the existing ramp at the Amos Wright House and the exterior restoration of the building facade as part of the City of Richmond Hill's ongoing maintenance repairs to City-owned heritage buildings.

The following interventions are proposed for the building's exterior facade:

Main Building:

- Repainting of all elevations
- Restoration of wood windows and doors
- Repairs to wood siding boards
- Repairs to wood soffit, skirting board and trims
- Repairs to foundation parging coat
- Selective brick restoration at chimney

Garage:

- Repainting of all elevations
- Repairs and replacement of wood siding board where deterioration has occurred.

Ramp

A new barrier free ramp at the rear entrance will be constructed to replace the existing ramp (which has become structurally deteriorated over time), like for like. The new ramp will be of wood frame construction, consisting of 6x6 posts, 2x8 joists supported by 2x8 dropped beams, 2x6 wood decking, and a wood horizontal guard and rail system. The ramp will be supported by helical foundation piles which are to be connected to the wood posts via a plate saddle connection. The new ramp will connect to the existing concrete porch to which it will be fastened through two 2x8 dropped beams with Tapcon screws. The ramp will also be fastened on the other side to the concrete foundation wall of the house through a rim joist with Tapcon screws. The new ramp will be painted to match the colour of the existing ramp. The wood horizontal guard and rail system matches the horizontal wood siding of the building in appearance minimizing the effect of the ramp on the heritage attributes of the property. A power assisted door operator will be installed at the top ramp landing.

Repainting

The proposed paint work will involve the repainting of all wood elements on the entire main building and the detached garage in like colours to what is presently. This includes the repainting of all exterior windows, doors, wood siding, and architectural elements such as the trims, mouldings, soffits, frieze boards and fascia. The surface of all heritage wood elements will be repainted using Allback linseed oil paint. The surface of the new ramp and other modern materials is to be painted using Benjamin Moore acrylic latex exterior paint or an approved equivalent. Selected paint shades will match existing colours.

Prior to the proposed repainting work, the existing paint will be removed from surfaces stripping them to the base wood. The surfaces will be power washed on a low setting to remove dirt buildup and grime, and scraped and sanded carefully, with care taken during paint removal and surface preparation so as not to damage the wood.

The proposed work will help maintain the original painted appearance of the heritage building. As shown in the photographs attached to the application, portions of the exterior walls of the building have paint that is failing. The new paint coating will help protect the underlying wood material from the elements and moisture deterioration, thereby reducing any further damage to the façade.

Restoration of Wood Windows and Doors

The extent of the proposed repairs to the wood windows, doors and their associated components are detailed on sheet A-AW7.3 and A-AW7.4 of the architectural drawing set. In general, the work will address areas of wood deterioration on the window and door frames and trims, damage to the frames due to hardware holes, re-seal the joints between the upper and side window frame where they are pulling apart, and fix areas of failing window glaze putty. Areas of wood deterioration and rot will be repaired using epoxy or the Dutchman's patch method. Holes in the window frame and sills left by hardware will similarly be filled in with an epoxy repair system. The proposed window restorations also include the wood shutters which will be taken down for the assessment of their condition and replaced as required.

The work to the front door will address much of the same issues as the windows. However, the bottom frame on the south sidelight features more extensive damage and will be cut out and replaced with a new wood member that matches the existing profile and size of the damaged section.

The cellar access door on the east side of the main building has sustained rot at its base which allow for rodents and critters to enter. It is proposed that this deteriorated portion is cut out and replaced across the full width of the door with new wood boards of matching width and installed with the grain running in the same direction as the existing wood.

Repairs to Wood Siding Boards

Prior to the repainting of the siding, areas of the facade of the main building and garage are proposed to undergo repairs to the wood siding boards to address moisture and physical damage that has occurred to the boards. The replacement of the siding is limited to the boards at the base of the cellar entrance on the main building, and two boards on the north elevation of the garage. The wood siding boards will be replaced using the cutting and patching method. The damaged portion of the wood will be cut out and replaced with new wood boards that match the profile and size of existing siding. The new wood boards are proposed to be cut from either white pine or Douglas fir species. Other areas will be assessed as noted on the architectural drawings and if damage to the wood is found to be extensive, they will also be replaced using the same method previously described.

The areas where the damage to the wood siding is less extensive and of a more cosmetic nature, will be repaired with epoxy. One of such areas are the nail holes in the boards underneath the window sill on the west elevation that are left over from the previously installed flower boxes. Another area that is proposed to be sealed is at the connection joint between the brick chimney and wood siding wall, where cracks in the wood siding board are visible.

Repairs to Wood Soffit, Skirting Board and Trims

The proposed repairs to the heritage wood elements also include areas of damage to the wood soffit, skirting board and trims, as noted on the architectural drawings. The following locations on the main building have damaged sections of the soffit which are proposed for repair: front entry porch (above door); at the south-east corner of building; at the north-east corner of the rear addition; at the north-east corner of the heritage building; above the south entrance to the addition; and along the west and south elevation. The damage will be repaired using the cutting and patching method where the damaged portion of the soffit boards are cut out, squared off, and replaced with new tongue and groove wood board that are cut to match the opening and secured in place.

At the north-west corner of the main building, there is a hole in the skirt board which is currently being covered with a wire mesh to prevent rodents or critters from entering. The proposal includes the repair of the corner with a Dutchman's patch and replacing it with new sections of wood cut to match the profile of the skirt board.

Foundation Parging Coat

The proposed work to the foundation will involve the repair of the foundation parging coat and recaulking around all openings in the foundation. As shown in the photographs attached to the application, portions of the exterior foundation walls on the main building have cracks across the surface of the parging coat and areas of spalling. These areas will be repaired using a heritage mortar that is a cement-lime-sand mixture, the proportions of which are detailed in the project's specifications. Cracks will be filled in and spalled areas will be patched with the mortar. Openings in the foundation will be caulked around using a sealant to prevent water infiltration to the basement. The openings that will be resealed include basement windows, electrical boxes, gas meters and pipes projecting out of the foundation; refer to architectural drawings for exact locations on the elevations.

Chimney Brick

The proposal includes selective repointing and the removal and replacement of approximately 2 bricks on the north elevation of the main building. During a previous restoration the mortar joints were repointed using a mortar that is darker in colour from the existing mortar. Furthermore, the work was completed messily so that the edges are unneat and some mortar has transferred onto the bricks. The bricks to be replaced were installed as part of a previous restoration work on the north chimney wall. The previously installed replacement bricks are incompatible with the colour of the surrounding historic masonry.

It is proposed that the inappropriate mortar will be cut out and repointed using a lime-based mortar to match the original in composition and colour as closely as possible. The incompatible bricks are to be replaced using either reclaimed brick or new soft moulded brick to match the original in size and colour. Replacing the incompatible bricks and addressing the improper repointing on the chimney will help to reverse a poorly completed intervention made in the past and to preserve the exterior masonry chimney wall over a long-term period.