

# 103 RICHMOND STREET, RICHMOND HILL CONSERVATION BRIEF

FINAL  
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PREPARED FOR  
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*Cover Image: CBCollective, 2023.*

## 1.0 INTRODUCTION

This Conservation Brief is a component of the heritage approvals for 103 Richmond Street, Richmond Hill. It describes:

- the property, including identified heritage resources, heritage recognition and statement of significance
- the proposed site alteration
- the impacts of the proposed site alteration on the property's heritage values and attributes
- recommendations for how the impacts should be mitigated

The Conservation Brief is a component of the Major Heritage Permit application and includes the Site Plan (Appendix A), Survey and Site Grading Plan (Appendix B) and drawing set for the proposed rear addition and detached garage (Appendix C). Additionally, Richmond Hill will require the property owner to enter into a Heritage Conservation Agreement to ensure that the project is completed as proposed. Securities will also be required as part of this Agreement and will be based on the costs associated with the proposed work.

Common Bond Collective was engaged by the property owner Saim Mumal and the Conservation Brief was prepared by David Deo, Partner (B.A., Dipl. Heritage Conservation, CAHP) and Ellen Kowalchuk, Partner (MA, CAHP). Common Bond conducted a site visit on March 28, 2023 and was accompanied by Saim Mumal and Russ Gregory of The Gregory Design Group. The exterior and interior of the property were reviewed during the site visit. General conditions were observed and photographed. No destructive testing was conducted.

The outline and scope of the Conservation Brief were set out by Richmond Hill in an email to the property owner on February 14, 2023. This Conservation Brief pertains only to the proposed alterations to the existing 2-storey frame dwelling. It does not comment on the scale, form, massing or materials of the proposed addition or of the detached garage. The draft Conservation Brief was provided to the client and The Gregory Design Group for review and comment.

### *Terminology*

The current dwelling includes portions of the original structure as well as subsequent additions. Since additions have expanded the footprint of the historic building, and in portions, the height, the building's plan cannot be readily divided into original and non-original portions for the sake of reference. Instead, this report refers to the building in two major sections: the main south portion, and the north extension.

The main south portion refers to the 2-storey side-gabled mass closest to the street. It is understood to be part of the original construction, although the current enclosed porch is not original, having replaced an earlier open porch.

The north extension refers to all parts of the building extending north from the main south portion. It is believed to be a combination of original rooms at ground floor, and latter additions that have filled in the west part of the footprint, as well as the second storey.

## 1.1 DESCRIPTION OF THE PROPERTY

The property at 103 Richmond Street is rectangular lot of 15.22 m x 76.63 m., totalling 1161.4 m<sup>2</sup>.<sup>1</sup> The lot is not entirely perpendicular to Richmond Street and is slightly skewed to the east. It contains a 2-storey, frame dwelling with an enclosed porch on the principal (south) elevation and deck on the rear (north) elevation as well as a temporary garage structure located to the west of the residential building (Figures 1 & 2).<sup>2</sup>

The existing 2-storey, frame dwelling was constructed in several sections beginning c. 1886 when Levi Gaby built a house for his widowed mother, Eliza. This original portion is described as an Ontario Cottage/Ontario Style. The building is included in George Duncan's *York County Mouldings from Historic Interiors*, a book providing an inventory of mouldings used in dwellings across York County between the 1820s and 1920s. Duncan dates the Eliza Gaby house at 103 Richmond Street to 1886.<sup>3</sup>

The dwelling has a rectangular plan with a rear extension and additions (Figures 3 & 4). The stone foundation has been encased by concrete parging, and a brick chimney has been added to the west elevation. The frame building's cladding, soffit, fascia, windows and details are predominantly wood. The roof has asphalt shingles. The principal, south elevation has a three bay symmetrical design, with centrally located doorway. Windows vary in configuration, but are all wood double-hung sash type on the southern portion of the house. Many feature wooden externally mounted storm windows.

The front door is located within an enclosed porch on the south elevation. The porch has a gabled form, is covered with shiplap siding and features a band of fixed panel windows on all three sides. The porch is not original, and replaced an earlier porch described below.

The northern portion of the dwelling comprises the historic rear extension and subsequent additions. It employs wood cladding (most of different dimensions), and numerous features that are out of scale or character with the southern portion. These

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- 1 Legal description is Lot 115, Compiled Plan 12003, being part of Lot 47, Concession 1 WYS, and being part of Lot 28, Plan 481, Town of Richmond Hill, Regional Municipality of York, as previously described in Instrument No. 539332 (Town of Richmond Hill, By-law No. 134-95).
  - 2 The surveys (dated April 19 and June 29, 2022) refer to the existing residential building as 2-storey, while the site plan (dated October 13, 2022) and designation by-law (dated 1995) refer to the existing residential building as 1 ½ storey. Based on site review, this Conservation Brief will refer to the existing residential building as a 2-storey building.
  - 3 George W. J. Duncan, *York County Mouldings from Historic Interiors*, Ottawa: Lee Valley Tools Ltd., 2002, pp. 106, 110 & 113.

include the north elevation's oriel window, west elevation's dormer window, as well as window and door opening sizes, materials and details. A one-storey extension projects north from the northern section of the house, featuring similar shiplap cladding to that found on the porch.

The portion of the property directly in front of the existing dwelling (south) is grassed with a mature coniferous tree (pine). The portion to the west of the existing structure contains an asphalt driveway and temporary garage. The rear (north) section of the property is grassed and lined primarily with mature coniferous trees.

#### *Architectural Style*

The dwelling is described as a "Classic Ontario" village house. This term refers to a common vernacular house type popular in Ontario during the latter 19th century. Also known as the Ontario Cottage or Gothic Cottage, the type was formalized in rural contexts as modest agricultural dwellings. Heavily influenced by British architectural trends, the main features of the type were disseminated through popular pattern books and local publications such as *The Canada Farmer*.<sup>4</sup>

The type is characterized by a symmetrical three-bay facade punctuated by a central cross-gable, often on a one-storey modest dwelling with rectangular plan. The form was widely popular in urban settings as well, and became a ubiquitous feature of Ontario's 19th century built environment. While strict definitions sometimes specify hipped roofs and 1-storey heights for the type<sup>5</sup>, as a widely applied vernacular expression there is considerable variation in examples.

The influence of the "Classic Ontario" type is evident in the southern portion of the dwelling at 103 Richmond Street. The rectangular plan rises 2 stories to a side-gabled roof, punctuated by a central cross-gable on the south, principal elevation. The symmetry of the cross-gable is carried through the rest of the elevation, with a central doorway flanked by windows creating a three-bay configuration. A central window within the cross-gable maintains the symmetry above.

The dwelling's exterior wooden cladding system, including clapboard siding, corner boards, water table and door/window architects are consistent with the type of vernacular materials used on "Classic Ontario" type buildings. While a porch is not a prerequisite of the style, they were found on a variety of prototypes and vernacular expressions of the building type. The original wooden porch (described below) is compatible with the "Classic Ontario" type, carrying the critical symmetry and having a bellcast roof that is compatible with overall proportions and 19th century aesthetic.

4 Jessica Mace, "Beautifying the Countryside: Rural and Vernacular Gothic in Late Nineteenth-Century Ontario," *Journal of the Society for the Study of Architecture in Canada (JSSAC)* 38, No. 1 (2013), p. 29.

5 Lynne D. DiStefano, "The Ontario Cottage: The Globalization of a British Form in the Nineteenth Century," *Traditional Dwellings and Settlements Review*, Vol. 12, No. 2 (SPRING 2001), p. 34.

### *Evolution of Property*

A summary of the property's changes over time is informed by a historic photograph of the site, in addition to on-site observations related to materials and other details.

The historic photograph provides a view of the dwelling's south and west sides (Figure 5). The photo is undated, but the clothing of the six people in the foreground suggests it dates from the late 19th or early 20th centuries. The photograph provides some key information about the dwelling's historic, if not original configuration.

Original or historic details visible include the cladding and windows. The cladding, comprised of horizontal siding with off-coloured water table and vertical corner boards, appear to remain on the dwelling today. Siding on subsequent additions (described below) uses wider boards than the historic pieces (Figures 6 & 7). Simple fascia and soffit boards are shown in the photo, consistent with the current fabric. The windows are seen as six-over-six double-hung sash type on all visible openings, except the centre gable window which is four-over-four. The window casings appear to match those remaining on the building, with distinct caps providing for water displacement atop the assemblies.

The historic bell-cast porch is seen in the photo, whose roofline remains visibly etched into the siding today (Figure 8). An older chimney is also visible, passing through the house's interior adjacent to the present chimney on the west elevation. The present chimney appears to have been built over the existing siding, which remains in place beneath (Figure 9). A pair of air vents have been added near the top of both side gables of the southern portion.

The photo also confirms the south portion of the current dwelling was the main part of the house, as the eastern part of the current north portion is not yet built. Historically the auxiliary structure extending north off the building was secondary in both scale (being one-storey tall), and in materials (the historic image suggests vertical cladding, possibly board-and-batten on the rear west elevation, in contrast to the horizontal siding on the street-facing portion).

This hypothesis is supported by on-site observations. On the current dwelling, the west and north elevations of the northern portion contain elements and details out of character with the southern portion, including gabled wall dormer, oriel window and window opening sizes (Figures 10 & 11). The current rear/side door opens to a vestibule containing a historic exterior door casing style (Figure 12), suggesting the kitchen's west wall was the historic, if not original western extent of the building's north extension.

Traditional window and door casings with matching moulding profiles and consistent joining methods are found throughout the first and second floor interiors (Figures 13 & 14). They match the casings found on the exterior of the house's main southern portion (Figure 15). The presence of such casings on the interior suggests the historical

limits of the building, with newer trim indicative of subsequent additions. Newer trim was specifically observed in the two western first floor rooms in the northern portion, and in second storey rooms above the northern portion. The northern doorway on the kitchen's east wall has mouldings with clear joint lines, suggesting the opening was originally a window but was subsequently enlarged into a doorway (Figure 16).

It appears that a ground floor portion of the northern extension on the east side may have been part of the original structure. This is due to consistent materials on the interior and exterior. Specifically the exterior siding matches the dimensions of siding on the southern portion (Figure 17), with window casings, six-over-six double hung sash windows, and water table also matching historic traits on the southern portion (Figure 18).

The age of the one-storey vestibule structure extending north from this section is unknown (see Figure 4). Its shiplap siding matches that found on the enclosed porch on the south elevation. It has had previous openings covered, and some fascia boards are highly deteriorated to the point of failure (Figure 19). Thus irrespective of potential age, it appears to have been modified in numerous ways, and displays significant deterioration.

The basement configuration supports the notion that the southern portion of the dwelling was the main part of the original structure, with a portion of the northern structure extending north. Though both sections of the basement appear to have been underpinned subsequently, the area beneath the southern portion has a larger area, and features deeper foundation walls than that beneath the north extension which is limited in size (Figures 20 & 21).

To summarize, the original building likely comprised the main southern portion, with a smaller one-storey extension to the north. Most of the northern extensions have been obscured by subsequent horizontal and vertical additions, with the exception of the east elevation at grade. The presumed additions do not substantially support the "Classic Ontario" style of the historic dwelling.

Elsewhere on the property, the one-storey garage was demolished c.2019 and replaced with a steel Quonset hut on a concrete foundation.

#### *Heritage Recognition & Statement of Significance*

The property at 103 Richmond Street was designated under Part IV of the Ontario Heritage Act by the Town of Richmond Hill in 1995 for its historic and architectural value or interest as described in Schedule "A" of By-law 134-95:

*The Eliza Gaby House is recommended for designation for historical and architectural reasons. This Classic Ontario village house was built by Levi Gaby circa 1886 for his widowed mother, Eliza. Eliza was the wife of Frederick Gaby, an English immigrant who initially settled in Thornhill, then came to Richmond Hill in*

*the late 1850s. Census data list Frederick Gaby as a farmer.*

*Frederick Gaby assembled lands on Richmond Street, beginning in 1859 with the purchase of a quarter acre parcel from Martha Harrison. Levi Gaby's home was at 111 Richmond Street, the adjacent property to the west of 103 Richmond Street. He operated an express business to Toronto in the 1890s.*

*The Eliza Gaby House has the one-and-a-half storey height and centre gable typical of the Classic Ontario style. The original clapboard siding, corner boards, water table, and door and window architraves remain, as do a number of 6-over-6 sash windows on the east side of the building. The location of the original bellcast-roofed verandah shown in a historical photograph of the house is clearly indicated by markings on the siding.*

*A significant feature of the interior is a strip of early 20th century wall stencilling in the northwest ground floor room in the front section of the house.*

## **1.2 DESCRIPTION OF EXISTING HERITAGE ATTRIBUTES**

The following heritage attributes were identified/noted during the site visit, in accordance with By-law 134-95:

### *1.2.1 One-and-a-half storey, Centre Gable Classic Ontario Style House*

This attribute relates to the form, massing, and composition of the dwelling's main southern portion. It includes the rectilinear plan and side gabled form punctuated by a central cross gable, combined with the symmetrical three bay elevation configuration (see Figure 3). Despite a later enclosed porch addition, the attribute remains in-tact and legible.

### *1.2.2 Original Clapboard Siding*

The entire dwelling is clad with clapboard siding, with the original (c.1886) boards slightly narrower than those used on later additions. Only the original siding is an attribute, found on the main southern portion of the dwelling, and the ground floor east elevation of the north extension. The siding is currently painted yellow and generally appears to be in good condition. Localized peeling paint was observed, and the underlying wood appears to be sound overall (Figure 22).

### *1.2.3 Corner Boards*

Original corner boards (boards against which the siding is fitted at the corner) were noted on all four corners of the main south portion, and possibly the northeast corner of the historic north extension. These are painted green, with extensive peeling and deterioration observed, particularly where exposed to moisture due to damaged or disconnected downspouts (Figure 23 & see Figure 17).

### *1.2.4 Water Table*

The water table comprises vertical boards running the length of wall bottoms, in line



with the corner boards. They are painted green to match the corner boards. Original water table was noted throughout walls on the main south portion and the east elevation of the north extension. They are highly exposed to water, displaying damaged wood and substantial peeling, especially near drainage problems (Figures 24 & 25).

#### *1.2.5 Door and Window Architraves*

The historic portions of the dwelling feature consistent architraves surrounding window and door openings. Built up from wood, the arrangement consists of a broad flat piece terminating with a half-bead on the interior of the opening, and an applied Grecian ogee strip defining the outside edge (Figures 26 & 27). A flat moulding across the top serves to shed water (Figures 28 & 29). They are painted in various colours including yellow, white, green and purple. Despite some cracked and damaged wood, the attributes are generally in sound condition for their age.

#### *1.2.6 Six-over-six Sash Windows on the East Side*

Six-over-six windows are extant on the first and second floors of the dwelling's historic portions with two present on the first floor and two present on the second floor (Figures 30 & 31). Similar to the casings, despite damaged and cracked wood, the windows are generally in sound condition.

#### *1.2.7 Stencilling*

There is no evidence of stencilling in the northwest ground floor room. This portion of the house was recently renovated and currently serves as a bathroom (Figure 32).

## 2.0 CONTEXT OF PROPERTY

The property is located on Richmond Street which runs east-west between Yonge Street and Leisure Lane. This low-scale residential area is characterized by single-family properties, several of which are included on Richmond Hill's Municipal Heritage Register. The following properties on the register are in the immediate vicinity of 103 Richmond Street:

- 104 Richmond Street, c. 1913 (Listed) - directly across the street to the south.
- 110 Richmond Street, 1922 (Listed) - directly across the street to the south.
- 111 Richmond Street, c1850 and 1885 (Listed) - directly adjacent to the west.

### 3.0 DESCRIPTION OF SITE ALTERATION

This description of the proposed site alterations is based on architectural drawings and surveyor's plans provided by The Gregory Design Group as well as information provided by Saim Mumal and The Gregory Design Group during the site visit. It includes:

- removing the rear (north) portion of the existing 2-storey frame building
- removing the extant front (south) porch
- removing the extant exterior chimney at the west gable of the main south portion
- removing the extant interior stairs and partitions on the main south portion
- constructing a new, 2-storey frame addition at the rear (north) of the main south portion resulting in a 191.4m<sup>2</sup> structure
- temporarily raising the main south portion
- excavating a 9-foot basement to run the full length of the main south portion and new addition
- reinstating the main south portion at its current level, and reorienting it slightly counter-clockwise to be more parallel with the street
- constructing a new front (south) porch based on photographic and material evidence
- scraping and repainting the clapboard siding, corner boards, water table, and door and window architraves of the main south portion
- replacing in-kind the clapboard siding, corner boards and water table where deteriorated, using salvaged materials where possible
- replacing the extant windows on the main south portion of the dwelling, including:
  - in-kind replacement of three, six-over-six wood sash windows
  - replacement of the two, four-over-four wood sash windows on the south facade
  - replacement of the single-hung, wood sash windows on the south and west facades
- constructing a new, 2-storey frame garage with loft of 111.6 m<sup>2</sup> in the area of the existing temporary garage

## 4.0 IMPACT OF SITE ALTERATION

### 4.1 IMPACTS ON THE CULTURAL HERITAGE RESOURCE

This section describes impacts of the proposed alterations on the heritage value and attributes of 103 Richmond Street and identifies if those impacts are ‘low’, ‘moderate’ or ‘high’.

#### *4.1.1 One-and-a-half storey, Centre Gable Classic Ontario Style House*

The key design elements comprising this attribute, including massing, form and configuration, will remain intact and legible in the proposed alteration. Based on the plans and drawings provided, the 2-storey addition will not significantly impact the attribute, being located behind the historic dwelling in a subordinate fashion.

Demolition of the north extension will remove several historic portions of the original dwelling. These are considered low impacts, because these portions have always been secondary to the main south structure, and do not play a significant role in defining the “Classic Ontario” style. Additionally, the historic portions of the north extension are not prominently seen from the public realm, and some have been obscured and modified by subsequent additions.

The lifting and repositioning of the main south portion will not impact this heritage attribute. The modified location represents a minor rotation from the original. Changes to the setback will be minimal, and overall perception and legibility of historic dwelling will not be altered.

Several aspects of the proposed alteration represent a positive impact to the attribute, for improving the integrity and legibility of the “Classic Ontario” style. The reinstatement of the historic front porch is a compatible feature of the building style with historic precedent on the property. The removal of the chimney will improve the legibility of the side gable massing, and restore the historic appearance of the west gable wall.

The impact to the heritage attribute is considered ‘low’ and overall a positive impact to the heritage value of the dwelling.

#### *4.1.2 Original Clapboard Siding*

The proposed site alteration intends to retain the original clapboard siding on the main south portion. It will be scraped and repainted. Deteriorated siding will be replaced to match existing and painted. This attribute will be adequately protected during repositioning of the main south portion.

This attribute will be impacted on the historic ground floor east elevation of the north extension, which is being demolished. This is not considered a major impact, since it represents a small proportion of the overall attribute, located at the rear of a secondary elevation away from the public realm. Demolition provides the opportunity to salvage original clapboard siding in sound condition, which can be used for in-kind repair of the

attribute on the main south portion.

The impact to the heritage attribute is considered 'low' and overall a positive impact to the heritage value of the dwelling.

#### *4.1.3 Corner Boards*

The proposed site alteration intends to retain the original corner boards on the main south portion. Boards in sound condition will be scraped and repainted. Deteriorated boards will be replaced to match existing and painted. This attribute will be adequately protected during repositioning of the main south portion.

This attribute will be impacted on the northeast corner of the north extension, where a small section of board may be original (see Figure 4). This represents a small section of board, located at the rear of a secondary elevation away from the public realm. Much of this board appears to have already been impacted or obscured by the adjacent one storey vestibule. Demolition provides the opportunity to salvage original corner boards in sound condition, which can be used for in-kind repair of the attribute on the main south portion.

The impact to the heritage attribute is considered 'low' and overall a positive impact to the heritage value of the dwelling.

#### *4.1.4 Water Table*

The proposed site alteration intends to retain the original corner boards on the main south portion. They will be scraped and repainted. Deteriorated boards will be replaced to match existing and painted. This attribute will be adequately protected during repositioning of the main south portion.

This attribute will be impacted on the historic ground floor east elevation of the north extension, which is being demolished. This is not considered a major impact, since it represents a small proportion of the overall attribute, located at the rear of a secondary elevation away from the public realm. The demolition provides an opportunity to salvage water table boards should they be in sound condition, which can be used for in-kind repair of the attribute on the main south portion.

The impact to the heritage attribute is considered 'low' and overall a positive impact to the heritage value of the dwelling.

#### *4.1.5 Door and Window Architraves*

The proposed site alteration intends to retain the door and window architraves on the main south portion. They will be scraped and repainted. Deteriorated boards will be replaced to match existing and painted. This attribute will be adequately protected during repositioning of the main south portion.

This attribute will be impacted on the historic ground floor east elevation of the north extension, which is being demolished. This is not considered a major impact, since it

represents a small proportion of the overall attribute, located at the rear of a secondary elevation away from the public realm. The demolition provides an opportunity to salvage door and window architraves should they be in sound condition, which can be used for in-kind repair of the attribute on the main south portion.

The impact to the heritage attribute is considered 'low' and overall a positive impact to the heritage value of the dwelling.

#### *4.1.6 Six-over-six Sash Windows on the East Side*

The proposed site alteration intends to replace three of the four existing six-over-six windows. The fourth window will be removed when the rear portion of the building is demolished.

The impact of this alteration is considered 'high' as the existing six-over-six windows are identified as heritage attributes. It is considered a negative impact to the heritage value of the dwelling.

#### *4.1.7 Stencilling*

There is no evidence of stencilling in the northwest ground floor room or any other portion of the existing frame building.

Impact: N/A

## 5.0 CONSERVATION STRATEGY

The conservation strategy is composed of the conservation scope of work, mitigation measures, as well as an implementation and monitoring plan. It is based on Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada* which is the standard reference document for conservation professionals in Ontario and across the country. The Standards and Guidelines identify three conservation treatments<sup>6</sup>:

**Preservation** - the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of an historic place, or of an individual component, while protecting its heritage value.

**Rehabilitation** - the action or process of making possible a continuing or compatible contemporary use of an historic place, or an individual component, while protecting its heritage value.

**Restoration** - the action or process of accurately revealing, recovering or representing the state of an historic place, or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

Rehabilitation is considered the primary conservation treatment for the proposed alterations at 103 Richmond Street. The objective of the proposed alterations is to increase the functional floor space of the existing dwelling in order to maintain the property in its current use as a single-family residence. The project scope is described in Section 3.0 Description of Site Alteration.

The *Standards and Guidelines* provide general guidelines for all conservation projects as well as specific guidelines for rehabilitation projects. The following guidelines apply to the proposed alterations at 103 Richmond Street:

- Guidelines for Buildings: Exterior Form; Exterior Walls; Windows, Doors and Storefronts; Entrances, Porches and Balconies
- Guidelines for Materials: Wood and Wood Products

A full list of these guidelines is provided in Appendix D. The Standards and Guidelines document is also available [online](#) in PDF.

All conservation projects begin with understanding the heritage value and attributes of a historic place. The following guidelines apply to the conservation strategy for the proposed alterations.

<sup>6</sup> Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada*, 2nd ed., 2010, p. 17.

<b>Guidelines - Exterior Form<sup>7</sup></b>
Guideline 1. Understanding the exterior form and how it contributes to the heritage value of the historic building.
Guideline 2. Understanding the design principles used by the original designer or builder, and any changes made to the exterior form over time.
<b>Comment:</b> The dwelling’s evolution, architectural style and heritage attributes are described in Section 1.1 & 1.2.
<b>Guidelines - Windows<sup>8</sup></b>
Guideline 1. Understanding windows, doors and storefront and how they contribute to the heritage value of the historic building.
<b>Comment:</b> Six-over-six windows are extant on the east side of the first and second floors of the dwelling’s historic portions. Two are present on the first floor and two present on the second floor. These windows are identified as heritage attributes and contribute to its value as a “Centre Gable, Classic Ontario Style House.”

**5.1 CONSERVATION SCOPE OF WORK**

The objective of the conservation scope of work is to rehabilitate the functional and visual integrity of the main portion of the south main portion of the dwelling which will be retained. The conservation scope of work pertains to the proposed renovations (listed in Section 3.0) that affect the heritage value and attributes of the property. It includes:

- Scraping and repainting the clapboard siding, corner boards, water table, and door and window architraves of the main south portion of the dwelling.
- The repair and, where necessary, replacement in-kind of the clapboard siding, corner boards, water table and door and window architraves.
- Replacement in-kind of three, six-over-six sash windows as well replacement of the other windows in the main south portion of the building.
- Reinstatement of the earlier porch form on the south facade of the dwelling.
- Removal of chimney on west elevation and repair of clapboard siding behind, and water table below.

<sup>7</sup> *Standards and Guidelines*, p. 131.

<sup>8</sup> *Standards and Guidelines*, p. 155.



### 5.1.1 CONSERVATION OF WOOD WALL ATTRIBUTES

The following guidelines pertain to the scraping, repainting, repair and replacement of the clapboard siding, corner boards, water table, and door and window architraves.

<b>Guidelines for Wood and Wood Products<sup>9</sup></b>
Guideline 2 Documenting location, dimension, species, finish and condition of wood before undertaking an intervention.
Guideline 8 Using the gentlest means possible to remove paint or varnish when it is too deteriorated to recoat, or so thickly applied that it obscures details.
Guideline 14 Retaining all sound and repairable wood that contributes to the heritage value of the historic place.
Guideline 17 Replacing in-kind extensively deteriorated or missing parts of wood elements based on documentary and physical evidence.
Guideline 19 Repairing wood elements by patching, piecing-in, consolidating or otherwise reinforcing the wood, using recognized conservation methods. Repair might include the limited replacement in-kind, or replacement with compatible substitute material, of extensively deteriorated or missing wood, where there are surviving prototypes.
<b>Guidelines for Exterior Walls<sup>10</sup></b>
Guideline 5 Determining the cause of distress, damage or deterioration of exterior walls through investigation, monitoring and minimally invasive or non-destructive testing techniques.
Guideline 14 Repairing an exterior wall assembly, including its functional and decorative elements, by using a minimal intervention approach. Such repairs might include the limited replacement in-kind, or replacement using an appropriate substitute material of irreparable or missing elements, based on documentary or physical evidence.

The recommended conservation approach for wood wall elements is to take a minimum intervention approach to existing heritage fabric, in accordance with best practices outlined in the Standards and Guidelines. This includes:

- Documenting the clapboard siding, corner boards, water table, and door and window architraves prior to construction. Documentation to include typical dimensions and moulding profiles of the attributes, as well as assembly methods.
- Salvaging all sound wood material (clapboard siding, corner boards, water table, and door and window architraves) from the portion of the east elevation at grade

<sup>9</sup> *Standards and Guidelines*, p. 219.

<sup>10</sup> *Standards and Guidelines*, p. 148.

being demolished. Salvaged materials should be clearly labeled and safely stored to permit their use in repairs as appropriate.

- Employing gentle techniques to remove excess, peeling or damaged paint that do not damage wood attributes.
- Repairing rather than replacing wood wall attributes where possible. Remove all damaged and rotting material, and repair using consolidants compatible with historic wood or patching / Dutchman repairs for larger areas.
- Replacing badly damaged or missing attributes with in-kind materials.
- Utilizing salvaged materials where Dutchman repairs permit or replacement is required, ensuring all replacement materials are in-kind. Where salvaged materials are not available, reproduce wooden elements in-kind based on existing attributes and prior documentation.
- Designing and implementing a proper rainwater drainage system for the rehabilitated dwelling that sheds water away from wooden heritage attributes.

### 5.1.2 CONSERVATION OF WINDOWS

The following guidelines pertain to the in-kind replacement of the windows including the six-over-six sash windows.

<b>Guidelines for Windows, Doors and Storefronts<sup>11</sup></b>
Guideline 3. Documenting the form, materials and condition of windows, doors and storefronts, and their elements, before undertaking an intervention. This includes the configuration style, method of operation and materials.
Guideline 8. Retaining sound and repairable windows, doors and storefronts, including their functional and decorative elements, such as hardware, signs and awnings.
Guideline 12. Replacing in-kind deteriorated or missing parts.
Guideline 14. Documenting all interventions that affect the building's windows, doors and storefronts and ensuring that the documentation is available to those responsible for future interventions.
Guideline 15. Repairing windows, doors and storefronts using a minimal intervention approach.
Guideline 16. Replacing in-kind irreparable windows, doors and storefronts based on physical and documentary evidence. If using the same materials and design details is not technically or economically feasible, then compatible substitute materials or details may be considered.

<sup>11</sup> *Standards and Guidelines*, p. 155-6 and 158.

### **Guidelines for Windows, Doors and Storefronts<sup>11</sup>**

Guideline 28. Complying with energy efficiency objectives in upgrades to character-defining doors, windows and storefronts by installing weather-stripping, storm windows, interior shades and, if historically appropriate, blinds and awnings. The energy efficiency of the building envelope and systems as a whole should be considered.

Guideline 29. Working with specialists to determine the most appropriate solution to energy efficiency requirements with the least impact on the character-defining elements and overall heritage value of the historic building.

Guideline 31. Installing interior storm windows where original windows are character-defining and exterior storms are inappropriate.

While the proposed alteration calls for in-kind replacement of three, six-over-six windows, the recommended conservation approach is to consider retaining and repairing them in accordance with Guidelines 8, 15 and 12 as they are heritage attributes. Replacement in-kind of these windows should only be considered if they are determined to be irreparable or cannot meet energy efficient requirements. Windows for other openings can be replaced to match. Additionally, the recommended conservation approach includes:

- Documenting the location, dimensions, configuration, condition, sash weights/hardware, glazing type, joinery types and muntin/rail/stile profiles prior to construction.
- Salvaging the wood sash units for non six-over-six windows, as well as the northern six-over-six window on the east elevation at grade. Salvaged materials should be clearly labeled and safely stored to permit their use in repairs as appropriate.
- For windows being conserved:
  - Employing gentle techniques to strip excess / damaged paint and putty without damaging the wood.
  - Carefully disassembling the sash units, retaining glazing.
  - Adopting a minimum intervention approach to repairs, including use of compatible consolidants and Dutchman repairs.
  - Utilizing salvaged materials where Dutchman repairs permit or replacement is required, ensuring all replacement materials are in-kind. Where salvaged materials are not available, reproduce wooden elements in-kind based on existing attributes and prior documentation.
  - Reassembling sash units using joinery methods documented, including compatible putty compounds for glazing. Historic glazing to be retained and re-used, supplemented by matching glass if feasible.

- Cleaning/stripping/replacing sash weight hardware as required.
- Reinstating conserved sash windows in original locations per documentation, affixed to sash weight system.
- For replacement windows:
  - Design and spec replacement windows to match the configuration, dimensions, materials and forms based on archival photography, documentation and surviving attributes, including material, six-over-six or four-over-four configuration, and muntin/rail/stile profile.

### 5.1.3 REINSTATEMENT OF FRONT PORCH

The following guidelines pertain to the reinstatement of the earlier porch form on the south facade of the dwelling.

<b>Guidelines for Entrances, Porches and Balconies<sup>12</sup></b>
Guideline 3. Documenting the form, materials and condition of the entrances, porches and balconies before undertaking and intervention.
Guideline 16. Replacing missing historic features by designing and constructing a new entrance, porch or balcony, based on physical and documentary evidence, or one that is compatible in size, scale, material, style or colour.

The recommended conservation approach is to replace the current enclosed porch with a new version of the historic porch, in accordance with best practices outlined in the Standards and Guidelines. This includes:

- Documenting the form, materials and any notable details of the enclosed porch through photography prior to demolition.
- Designing a new porch based on physical evidence (including scarring of the original bell-cast porch roof on existing siding), and documentary evidence (including archival photography). Design choices related to forms, materials and design should be based on conclusive evidence. In the absence of evidence conjecture should be avoided.

## 5.2 MITIGATION STRATEGY

With the exception of window replacement, the impacts of the proposed alterations are considered low. The potential impacts in the first place have been minimized through avoidance, a pre-emptive mitigation strategy undertaken during the conception and design of the project. This strategy avoids major alterations or undertakings that would have direct and negative impacts to heritage attributes. In this case, the exterior modifications are minimal for the historic main south portion, which contains most of the heritage attributes and presents the primary elevation to the streetscape. Instead, proposed alterations are concentrated on the north extension. Where heritage attributes

<sup>12</sup> Standards and Guidelines, p. 63.

are directly impacted on the north extension, they are located at the rear of secondary elevations, and are not prominent from the public streetscape.

The replacement of the existing six-over-six wooden sash windows represents the only high impact associated with the proposed alteration, since it involves replacement of an identified heritage attribute. In this case, some mitigation can be achieved through considered design of replacement windows to match the dimensions, configurations and profiles of the historic windows. This will ensure some degree of aesthetic continuity related to fenestration despite the loss of heritage fabric.

Where other impacts have been identified, they are mitigated through conservation best practice, documentation, and salvage, as described below.

### 5.2.1 CONSERVATION BEST PRACTICE

Conservation principles and best practices are underpinned by decades of theory and practice in the field of heritage conservation. Best practices are informed by provincial, national, and international guidance, and strict adherence ensures the lowest possible impacts to heritage attributes.

Nationally the Parks Canada Standards and Guidelines for the *Conservation of Historic Places in Canada* are an important resource document, outlining general principles for conservation work, as well as guidelines for specific aspects of conservation, including building components and materials. The conservation approaches recommended in this Conservation Brief are informed by the Standards and Guidelines, as outlined and referenced in the preceding Section 5.0.

### 5.2.2 DOCUMENTATION

Documentation is a common mitigation measure in conservation scopes of work as it provides a visual and written record of existing conditions and construction that can inform future interventions, and document a building’s changes over time. The following guidelines pertain to documentation.

<b>Guidelines for Exterior Form<sup>13</sup></b>
Guideline 3. Documenting the building’s exterior form before undertaking an intervention, including the form and massing, and viewsapes, sunlight and natural ventilation patterns.
Guideline 9. Documenting all interventions that affect the exterior form, and ensuring that the documentation is available to those responsible for future interventions.

### 5.2.3 SALVAGE

The purpose of salvage is to retain heritage fabric that can be used in the conservation of the main south portion of the existing dwelling. Salvaged materials should include

<sup>13</sup> Standards and Guidelines, p. 131.

the wood sash windows and clapboard siding on the demolished portion of the dwelling. Salvaged materials should be indelibly marked, and stored in a secure location with adequate protection.

### **5.3 IMPLEMENTATION & MONITORING PLAN**

Implementation and monitoring serve to build the performance standards established by this conservation brief into construction documents, and ensure that they are adhered to throughout the construction process. The principal mechanism to support robust implementation and monitoring will be the Heritage Conservation Agreement required by Richmond Hill.

In addition to, and in support of that agreement, the following are recommended:

- Notes identifying the property as designated under the Ontario Heritage Act, with a corresponding list of all identified heritage attributes to be included on drawings and specifications;
- All relevant notes describing conservation methods and details to be included on drawings and specifications as appropriate, to the satisfaction of Richmond Hill Heritage and Urban Design staff; and
- All trades related to conservation scopes (wood conservation, window construction, and house lifting) to demonstrate experience with similar undertakings within a heritage context, to the satisfaction of Richmond Hill Heritage and Urban Design staff.

# 6.0 FIGURES

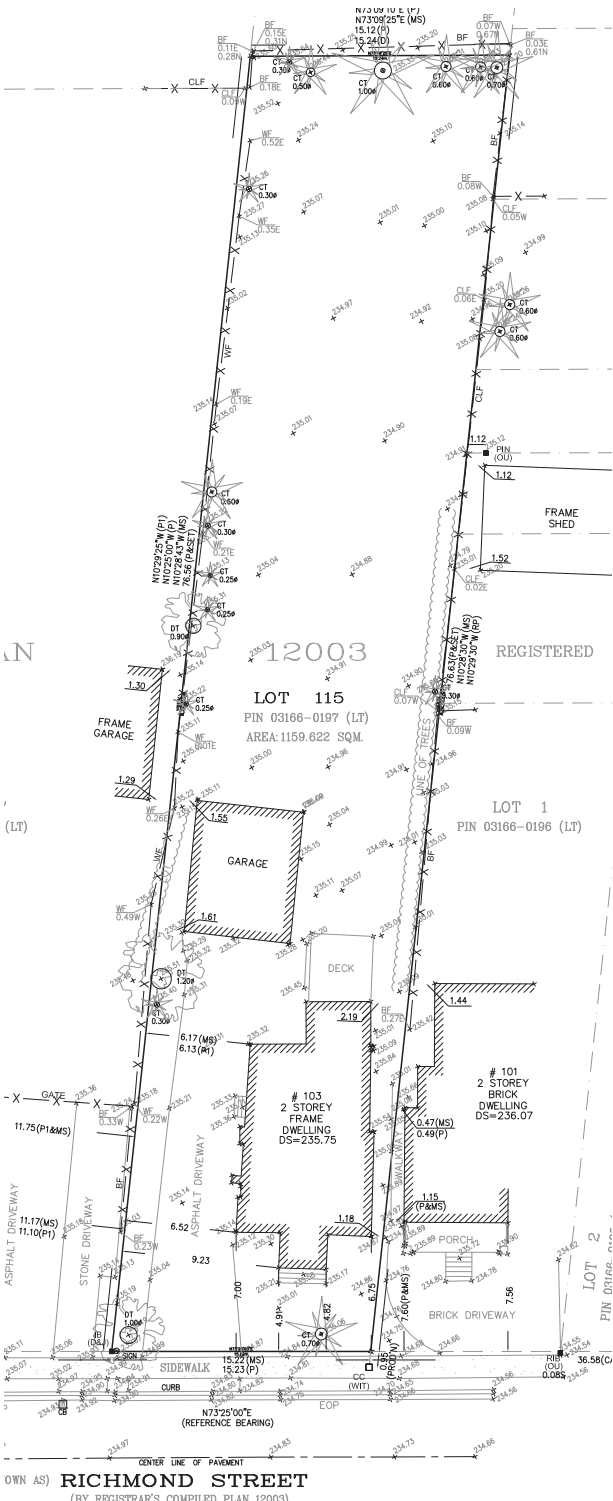


Figure 1: Detail of site survey prepared by A. Aziz Surveyors in June 29, 2022.

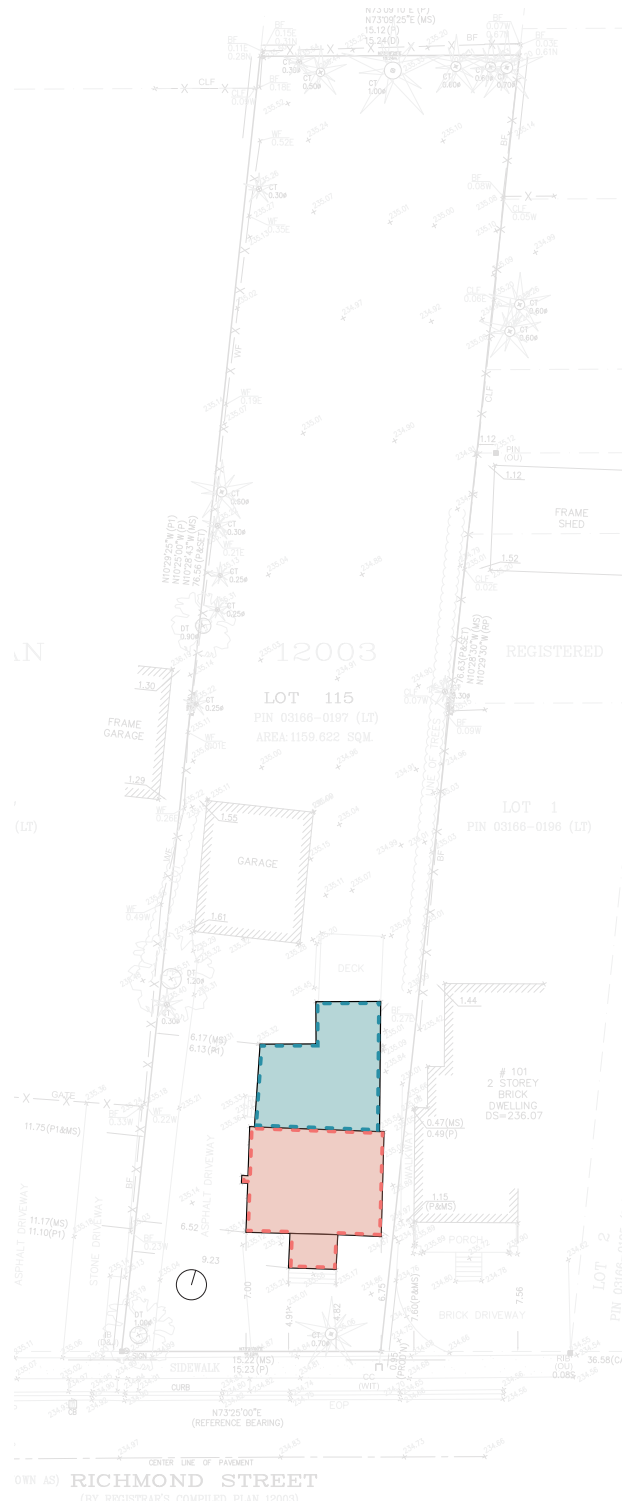


Figure 2: Diagram illustrating terminology used to describe parts of the dwellings. Main south dwelling is shown in pink, and north extension in teal (A. Aziz Surveyors, CBCollective 2023).



Figure 3: View northeast of the dwelling at 103 Richmond Street, with main south portion in front and north extension behind (CBCollective 2023).



Figure 4: View southwest of the north and east elevations at 103 Richmond Street (CBCollective 2023).





Figure 5: Undated archival photograph looking northeast at 103 Richmond Street. Note the smaller north extension, original windows, inset chimney and historic porch design (CBCollective 2023).



Figure 6: Dimensions of historic siding primarily found on main south portion (CBCollective 2023).



Figure 7: Dimensions of siding attributed to additions, entirely found on the north extension (CBCollective 2023).



Figure 8: Detail showing scarring from historic bellcast porch roof on historic siding (CBCollective 2023).



Figure 9: View of the present chimney on the west elevation. The chimney is located over the historic siding (CBCollective 2023).



Figure 10: The north extension left of the main south portion. The gable dormer with shuttered window and wide three window opening at grade are both out of character with the Classic Ontario building type (CBCollective 2023).



Figure 11: The rear oriel window is out of character with the Classic Ontario building type (CBCollective 2023).



Figure 12: Door casings in the side vestibule contain a drip ledge along the top, consistent with other historic exterior architraves. The opening is likely the historic rear door (CBCollective 2023).



Figure 13: East ground floor window on the main south portion shows architrave profiles and construction methods consistent with other historic openings (CBCollective 2023).



Figure 14: Second floor corridor doorways show historic door casings in the foreground, with later styles visible in the background (CBCollective 2023).



Figure 15: Exterior windows in the west elevation gable show the same moulding profiles and construction, with the addition of a drip ledge above (CBCollective 2023).



Figure 16: Doorway casings in-line with former side door on west wall of kitchen showing joints, suggesting the opening was originally a window and subsequently expanded to serve as a door (CBCollective 2023).



Figure 17: Photograph showing the main south portion (left), next to the historic ground floor section of the north extension (bottom right) and north extension addition (top right). The bottom right siding matches that of the main south portion (CBCollective 2023).



Figure 18: The historic ground floor portion of the north extension, with wooden elements matching those of the main south portion (CBCollective 2023).



Figure 19: East side of the one-storey vestibule, showing covered openings and damaged fascia (CBCollective 2023).





Figure 20: Partial depth foundation walls and subsequent underpinning beneath the north extension (CBCollective 2023).



Figure 21: Full Depth Foundation Walls under the main south portion (CBCollective 2023).



Figure 22: text (*cap*).



Figure 23: Corner boards on the southwest corner of the main south portion, showing pronounced damaged at unsecured downspout (CBCollective 2023).



Figure 24: Water table boards running along the east elevation from main south portion (left) to north extension (right) (CBCollective 2023).



Figure 25: Water table and corner boards at the southeast corner of the main south portion, showing damage from unsecured downspout (CBCollective 2023).



Figure 26: Window architraves shown around an original 6-over-6 window (CBCollective 2023).



Figure 27: Front door casings display the same moulding profiles as historic windows (CBCollective 2023).



Figure 28: 6-over-6 window with casing on the east elevation of the north extension, showing flat water shedding ledge across the top (CBCollective 2023).



Figure 29: Historic window architraves on the west elevation, showing drip ledges (CBCollective 2023).



Figure 30: Historic 6-over-6 windows on the east elevation of the main south portion (CBCollective 2023).



Figure 31: Historic 6-over-6 window on the east elevation of the main south portion at grade (CBCollective 2023).



Figure 32: No stenciling was observed in the northwest bathroom of the main south portion, or elsewhere in the house (CBCollective 2023).

## 7.0 SOURCES

A. Aziz Surveyors Inc. Surveyor's Real Property Report of Part 1: Plan of Lot 115, Registrar's Compiled Plan 12003, Town of Richmond Hill, Regional Municipality of York., April 19, 2022.

A. Aziz Surveyor's Inc. Site Grading Plan of Lot 115, Registrar's Compiled Plan 12003, Town of Richmond Hill, Regional Municipality of York, June 29, 2022.

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Duncan, George W. J. *York County Mouldings*. Ottawa: Lee Valley Tools Ltd., 2002.

Mace, Jessica. "Beautifying the Countryside: Rural and Vernacular Gothic in Late Nineteenth-Century Ontario," *Journal of the Society for the Study of Architecture in Canada* (JSSAC) Vol. 38, No. 1. (2013), pp. 29-36.

The Gregory Design Group. Site Plan. Proposed Renovation, 103 Richmond St., Town of Richmond Hill, April 13, 2022 and October 13, 2022.

Town of Richmond Hill, By-law 134-95 (1995).