# Gananoque Town Hall Addition



July 2017

### Peer Review of Proposed Design

#### Prepared for:

The Corporation of the Town of Gananoque

#### Prepared by:

Bray Heritage

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# 1.0 Introduction and Project Scope

The objective of a peer review for heritage impact is to provide a critical review of a proposed project from a heritage planning perspective. A peer review provides an independent professional opinion to determine if a project meets federal, provincial and local requirements (as applicable) for heritage conservation and generally reflects heritage conservation best practices. The review does not include a review of any archaeological assessments or other heritage studies that may have been prepared as part of this development proposal but were not made available to the consultant at the time of writing. Regarding archaeology, it is understood that a Stage 1 and 2 archaeological assessment of the project area is being undertaken.

In this instance, the review will require a careful examination of the design prepared by +VG Architects to determine if it has considered a) the heritage values and attributes of the existing building and site, b) the applicable federal, provincial and Town heritage policies and guidelines, and c) applicable heritage planning best practices. Criteria for this assessment have been created especially for this review. The designating by-law for the property (Appendix A) gives no reasons for designation or list of heritage attributes. Secondary sources located in the Town archives give some indication of heritage attributes but these evaluations are not included in the designating by-law. As a result, the following assessment of impact will rely on a preliminary inventory and evaluation of any cultural heritage resources on the Town Hall property that would be affected by the proposed development, prepared as part of this peer review.

## 2.0 Existing Conditions

#### 2.1 Property Description

The proposal involves a rear addition to the existing Town Hall in the central core of the town of Gananoque, Ontario, located east of Kingston, Ontario in the Thousand Islands region. The Town Hall

Property is located a 30 King Street East in Plan 86, Lot A of Lot 1009 Gananoque R E/S. The property includes the former single detached residence, now converted to use as the municipal offices, and a municipal park on an irregular lot that is bounded by King Street East to the south, Park Street to the west, Brock Street to the north, and Adelaide Street to the east. The 4.7-acre property includes mature trees, lawns and ornamental plantings as well as commemorative monuments, a bandshell, a playground, a baseball diamond, surface parking and an entrance drive flanked by gateposts.

The history of the property and its environs is summarized in the text of the Ontario Provincial plaque situated on the grounds:

#### **GANANOQUE TOWN HALL:**

Built about 1831-32, and designed in the late phase of the Neo-Classic style, this structure is among the best of its type remaining in Ontario. Constructed as a dwelling for John McDonald, a local landowner, merchant, postmaster and later a member of the Legislative Council of Canada, it remained in the family until 1911...The town hall was deeded to the corporation by the McDonald heirs in October, 1911, and accepted in December of that year.

Further relevant detail is provided in a pamphlet prepared for the grand opening of the renovated Town Hall. McDonald was of Scottish ancestry but born in Saranac County in New York State, moving to Gananoque as an adult in 1817 to take up business with his elder brother Charles. The house was built on a prominent site bordering the Gananoque River and the town's main street. Following the death of his brother, and of his mentor and one of the town's founders, Colonel Stone, John McDonald became one of the town's leading citizens and head of the family manufacturing business. It was a house and landscaped setting fitting for an early, and prominent, citizen.

<sup>&</sup>lt;sup>1</sup> The pamphlet has no author or date. Source: Town of Gananoque McDonald House reference files/LACAC files.

#### 2.2 Building Description

The existing building is a 21/2 storey house-form structure converted to municipal offices, meeting rooms, storage, archives and a small museum. It is of brick masonry construction with a centre-hall plan and a gabled roof flanked by paired brick chimneys engaged on each gable end. The façade (south elevation) has five bays and a central entrance. Fenestration is 12/12 double-hung sash units with wooden shutters. There is a main entrance with glazed transom and side-lights with a triple window centred in the elevation above. Ashlar stone is used for sills, lintels and a belt course between the first and second storeys and the foundation is rubble stone. There is a decorative wooden cornice and frieze. The main entrance is enclosed by a frame porch supported by decorative wooden posts and a balcony above accessible from the triple window/door, with wooden stairs and balustrades.

The west and east elevations have pairs of 9-pane windows in the first and second storeys and a smaller pair in the third storey gable ends, all flanking the centreline of the elevation. The west elevation has a small, one storey gable-roofed brick wing on its northern third, adjacent to the paired windows and a flat-roofed, brick and concrete block entrance to two public washrooms centred in the gable end at the basement level. The north elevation has five 12/12 window units in the second storey, one in each bay, with the central window located slightly lower than the rest. The first storey has been substantially altered by the addition of a one storey, flat-roofed masonry-clad wing, with access ramp and stairs leading to an entrance on the east elevation of the wing. There is a single 12/12 window in the second bay flanking the wing to the east and two 12/12 windows on the west side of the wing.



North and east elevations with rear addition



Cornice and frieze and east window opening to be altered



Main (south) elevation



West elevation and existing additions

#### 2.3 Urban Context

The existing Town Hall is located within an urban park with a large number of mature deciduous and coniferous trees. They line the formal entrance drive but are otherwise planted in an informal pattern. The Town Hall is located near the centre of the park so that the landscape encircles it. Mature trees are densely concentrated around the Town Hall such that, in the growing seasons, they almost completely conceal the building from views from the adjacent streets.

The park landscape consists of a formal entrance drive in from King Street East that circles around the front of the building and leads to surface parking lots on the west and north sides of the building. The front entrance is lined by mature trees and ornamental plantings and there is a decorative fountain in the centre of the circular drive. There is a bandshell in the SW portion of the park and a baseball diamond in the NW portion. A playground occupies the west portion of the park; otherwise, the landscape consists of lawns under a mature tree canopy and paved access walkways. There are several commemorative plaques and memorials located within the southern half of the park and the entrance is flanked by decorative stone gateposts.

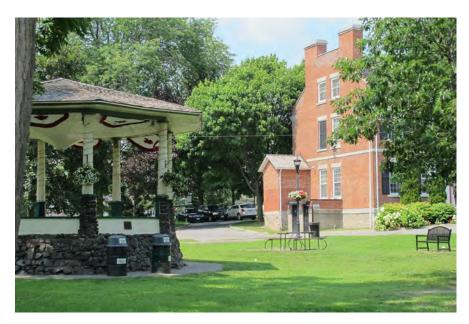
The surrounding area includes a variety of residential, institutional and commercial properties. Opposite the front entrance of the Town Hall is a part of the downtown main street district with a three-storey row of 19th century stone, frame and brick commercial buildings with residential units above. To the southwest is the angled portion of King Street East that leads from the bridge over the Gananoque River and, as a component of Provincial Highway #2, is the main vehicular entrance to the town from the west. West of the property on Park Street is the Town museum and library, housed in a 19th century former rail station and adjacent to the Gananoque River and the former rail bridge. The west side then angles to the north (becoming Brock Street) along which on the river side are late 19th and early 20th century two storey frame residences and open space. As Brock Street angles to the NE it continues to be lined by two storey frame residences of the same period. Along the north half of the east side of the property, Adelaide Street has a pair of two storey frame residences of the same period, on large lots, as well as surface parking alongside the baseball diamond fence. At the end of Adelaide Street as it turns east into Garden Street is a two-storey frame residence containing a medical office. The rest of the east side of the property is bounded by the rear and side yards of properties on Garden Street, Cowan Alley, and King Street East.



View of park and main street along edge of western addition



View SW from Town Hall to playground and Museum/library



View NE towards bandshell



View E towards rear addition

#### 2.4 Planning Policy Context

The Town of Gananoque has various policies that pertain to heritage features, conservation, and related goals, such as those presented within the Town of Gananoque Official Plan (2009). In addition to the management and visioning guidelines established in the Official Plan, the Town of Gananoque has adopted supplementary plans to guide the municipality including the 2005 Gananoque Lowertown Study, the 2010 Culture Plan, and the 2015 Strategic Plan. The expansion of the Town Hall would appear to be in accordance with these policies and objectives. The expansion may also be regarded as being within the intent of the 2012 Community Improvement Plan.

#### Official Plan (2009)

The Official Plan is intended to manage future growth and change, and to guide the use of land within the Town of Gananoque for the next 20 years. Section 2.1 within the document provides the vision for the Town, which states that "Our Vision is to preserve and enhance the Town's unique "small town" heritage, preserve our historic and environmental character, and provide a high quality of life through a sustainable development pattern." The guiding principles in Section 2.2 include principle 3: "we are committed to revitalizing our downtown commercial district as a mixed-use pedestrian friendly area while respecting the area's architectural heritage". Section 3 Planning Context encourages intensification within the downtown and in under-utilized properties.

Within a Community Improvement Plan area, Official Plan policy 5.5.1.3.8 supports improvements to existing buildings within the Plan area "by encouraging the rehabilitation of existing buildings and structures which will be used for a purpose compatible with the surrounding area."

Section 5.10.3 Heritage Conservation provides the policies for heritage resource planning:

- Conserving heritage buildings, cultural heritage landscapes and archaeological resources that are under municipal ownership and/or stewardship;
- Conserving and mitigating impacts to all significant cultural heritage resources, when undertaking public works;
- 3. Respecting the heritage resources identified, recognized or designated by federal and provincial agencies.

#### **Town Documents**

#### CULTURAL PLAN, 2010:

This strategic plan for the whole municipality stresses the importance of culture and heritage in the future economic development of Gananoque.

- It is intended to identify community cultural resources of all kinds, evaluate potential for tourism and economic development, and provide strategies for realizing increased economic benefits for cultural tourism and the strength of the creative cultural sector.
- This document highlights the potential for Gananoque for increased tourism through the preservation and enhancement of cultural and natural heritage.
- Sustaining the built heritage resources and cultural resources are stressed as critical pillars of local identity and culture, and must be retained.
- A key initiative proposed in the plan is to adopt a conservation over demolition development standard, and to market themselves following this strategy.
- Recommendations for Gananoque within the document include a commitment to the promotion of their heritage.

#### LOWERTOWN MASTER PLAN, 2005:

This plan for the historic waterfront industrial district which abuts the subject property across King Street has some heritage policies that are relevant to the subject property.

- Study was created in 2005 to serve an economic development initiative and strategy for future development in the Lowertown area.
- Relevant details of the Plan include the goal and objective of maintaining the historical, architectural character and uniqueness in the Lowertown area (30 King Street East is directly adjacent to the north).
- The Master Plan stresses the importance of the preservation and enhancement of existing uses, properties, and areas for cultural uses.

#### STRATEGIC PLAN 2020, 2015:

This plan is intended to provide Council with direction on policy and municipal priorities in response to change. The Plan focused on 6 sector areas, listed in descending order of priority:

- Economic Prosperity
- Infrastructure/Environment
- Financial Sustainability
- Quality of Life
- Community Protection
- Governance

While the Plan does not focus specifically on the Town Hall and its proposed expansion, it does provide support for conservation of cultural heritage resources (Strategic Initiative 2, Sector 4) and for community recreational activities and special events in the Town Hall park (Strategic Initiative 4, Sector 1). There is, however, mention in Action G, Strategic Initiative 4, Sector 6 that the Town should "explore options to bring Council Chambers back to Town Hall", which is part of the purpose of the proposed addition.

#### COMMUNITY IMPROVEMENT PLAN, 2012

This plan is focused on improvements to the downtown core, including the subject property. One of the goals relevant to the Town Hall expansion (2.3.1 xv) is "to preserve heritage resources of architectural and historical significance and encourage improvement in buildings consistent with the heritage character of the area." From Schedule A - Downtown CIP Area, it would appear that the Town Hall is within the area eligible for the use of this Plan.

## 3.0 Heritage Resources

#### 3.1 Built Heritage Resources

As noted above, the designating by-law for this property does not contain a Statement of Cultural Heritage Value or Interest or a list of heritage attributes. In the Town's Notice of Intention to Designate published in the local newspaper (published in the Gananoque Reporter May 26, 1976), the reasons for designation are that "it is an example of early 19<sup>th</sup> century architecture (and) it has associations with the founding families of Gananoque."

In the absence of such documentation, the architects for the proposed addition appear to have used their professional judgement to identify heritage attributes that needed to be taken into account in their design (they have not been able to supply a list of these attributes). In light of this situation, the following is an opinion provided by a previous heritage expert regarding the heritage attributes of the Town Hall building and site at the time of the property's designation<sup>2</sup>. The author, Ms. Marion MacRae, was a prominent architectural historian and author who had worked on Upper Canada Village and co-authored several authoritative studies of Ontario architecture.

Ms. MacRae considered the building to be "of provincial significance." She describes her reasons for this opinion as follows:

It is one of three very handsome houses built in Upper Canada in the 1830's which, while following the more exuberant expression of the neoclassic style, clearly indicate a greater degree of American influence than do most of their contemporaries. The three houses are, in order of seniority: the John McDonald House, 1831, in Gananoque, the Daniel McMartin house, Perth, 1832-38, and the Bluestone house, Port Hope 1834.

All three houses display detailing derived from builder's pattern-books published by the Bostonian architect, Asher Benjamin. Benjamin's works were followed assiduously by skilled craftsman in the Eastern United States for more than half a century. His earlier publications set forth the rules for neo-classic building, his later ones introduced the orders and forms of Greek Revival to a wide North American clientele. The McDonald,

MacRae, Marion. Report to the McDonald House Restoration Committee in Gananoque on Examination of the Building 25-26 May, 1976. Source: Town of Gananoque records of the Town LACAC/McDonald House files. This document also references "my field notes of 1959". It would be useful to locate those notes in order to provide a more detailed description of the building and its heritage attributes in what might have been close to its original state and before alterations that took place in the years after her 1959 visit (presumably these notes could be found in the MacRae fonds at MacMaster University).

McMartin and Bluestone houses represent the transitional period of Benjaminian influence....

Externally the McDonald house was designed in the continuing early Georgian tradition of formally balanced facades to convey a sense of dignity and permanence...

She goes on to describe some of the details of the exterior and interior, including alterations to the original fabric, but does not provide a list of heritage attributes. That said, it is interesting to note that the north elevation of the building does not share the same symmetry, or "formal balance" as the other three elevations. Rather, it has asymmetrical fenestration on the first storey. It is possible, then, that the north elevation was considered to be a location for functional elements that did not fit into, or require, the formal design of what would have been the three sides of the building that were most open to public view and thus had to fulfil the role of "conveying a sense of dignity and permanence". In other words, the north elevation would have been seen as a logical location for an addition, should one be required in future (e.g. the kitchen wings commonly found on 19th century residences).

The scope of this peer review does not include preparation of a comprehensive inventory and evaluation of the subject property and compilation of a Statement of Cultural Heritage Value or Interest and list of heritage attributes. For the purposes of this report, assumptions are made regarding heritage attributes that may exist and could be impacted by the proposed addition.

In this context, and given that no interventions are intended to be made to the façade, west and east elevations of the existing building, the heritage attributes of the north elevation are assessed in the preliminary evaluation provided as part of this peer review:

- The decorative wooden cornice and frieze
- The pattern of fenestration on the second storey
- The pattern of fenestration on the first storey, flanking the existing addition
- The stone lintels, sills and belt course
- The brick wall and stone foundation

The proposed addition will also have a visual impact on the adjacent park. The park has been created from the former grounds of the McDonald house and it has some elements of the informal, estate landscape treatment that would have been typical of early-mid-19<sup>th</sup> century suburban residential properties, including extensive tree plantings and a formal entrance drive

accessed from the town's main street. Since the Town acquired the property in 1911 there have been changes to add active and passive recreational elements. However, the generous size of the park still allows the Town Hall building to be situated in the middle of a landscape that has mature trees and broad lawns. The mature tree canopies screen views of the building but the open understory provides open views across the lawns.

The following is a preliminary evaluation of the park's heritage attributes:

- The topography and informal pattern of planting, activities and access walkways
- The entrance drive with formal planting, circular terminus and decorative fountain
- Commemorative plaques and monuments
- Bandshell



View NE from corner of Park and King Streets



View from King Street of Town Hall and entrance landscape



View NW from King Street



View E from Park Street



View SW from Adelaide Street. Source: all images Google Earth

### 4.0 Proposed Addition

The proposed addition is an extension of an adaptive reuse of a former residential building that has been converted to municipal offices and meeting rooms. It provides new Council chambers, meeting rooms, staff offices and storage, thus relieving pressure on the existing building to provide such spaces. It replaces an existing one storey addition on the rear elevation. Its floor levels are designed to match those of the existing building at the basement, first and second storeys. The third storey attic of the existing building will not be accessible from the addition.

At the time of writing, no condition assessment of the north wall was available. However, a visual inspection of the wall appears to indicate that the brickwork and mortaring are in good condition and will only need minor repairs in order to be included within the glazed link. The foundation wall was not visible and thus its condition could not be determined from the exterior.

The components of the addition as they affect the existing built fabric are as follows:

- Removal of the existing rear addition and ramp and exposure of the opening in the first storey of the rear (north) elevation;
- Excavation of a new basement level for the addition adjacent to the rear foundation wall of the existing building and using an existing opening in the foundation wall;
- Addition of a glazed link between the north elevation of the existing building and the addition, enclosing the entire north wall around the perimeter and extending above the lintels to just below the cornice;
- Replacement of all of the existing vinyl faux-divided light windows on the north elevation with single sash, aluminum frame units (to act as a fire separation as well as a means of increasing the visual transparency between the addition and the existing building's interior);
- Removal of the existing entrance to public washrooms (west wall) and repair of the opening; and
- Repair and repointing of wall areas damaged during construction.

The addition will replace the existing surface parking lot, which will be relocated to the north of the addition. Development of the parking lot will necessitate removal of approximately eight mature trees. Landscape treatment will include paved access walkways and accessibility ramps as well as a sunken exterior lightwell at the basement level on the north elevation.

The addition is approximately the same size as the existing building but its size is made less apparent from the street because it is located directly behind the existing building. As a result, it is not evident in the primary view of the Town Hall's façade as seen from King Street. Entrances to the addition

are on the west side of the glazed link (under an exterior glazed canopy that links to a sloped access ramp) and on the north elevation stair tower.

In its overall design, the proposed addition reflects the general massing and outline of the existing building, but in a simplified, contemporary form. There are no chimneys and the fenestration pattern is different, as are the materials. The first storey of the addition is larger than the main block of the existing building but extends west no further than the one storey addition on the existing building. The second storey of the addition is level with the west elevation of the existing building, with an outdoor terrace over the first storey. A two-storey rectangular stair tower is attached to the northwest corner of the addition and extends slightly beyond the west edge of the one storey existing addition.

The proposed addition is to have dark cementitious panels as cladding, with stone cladding on the foundation and on a belt course between the first and second storey (stone to be compatible with the existing foundation in colour and texture). The roof cladding material is to be metal standing seam and rooftop HVAC equipment is hidden on a flat platform within the roof gable. Fenestration is to be single pane units and there is a two-storey glazed link between the addition and the north elevation of the existing building. Window units replacing the existing units in the north elevation will be single pane units.

Details of the proposed design are found in Appendix B.

# 5.0 Impacts on Cultural Heritage Resources

# 5.1 Federal Heritage Planning Standards and Guidelines

The standard for heritage planning practice across Canada is the Parks Canada "Standards and Guidelines for the Conservation of Historic Places in Canada (2010 ed.)", which has been adopted by many Ontario municipalities. Since the Town has not adopted this document for use in all local projects, it is useful to introduce it here as a potential model for future development work involving the conservation and rehabilitation of cultural heritage resources.

Relevant standards from this document include:

- Standard 3: "Conserve heritage value by adopting an approach of minimal intervention"
- Standard 9: "(b) document any intervention for future reference"
- Standard 11: "(a) Conserve the heritage value and character-defining elements when creating any new additions to an historic place...
   (b) Make the new work physically and visually compatible with, subordinate to, and distinguishable from the historic place."
- Standard 12: "Create any new additions...so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future."

Relevant guidelines would include primarily the following:

- 4.3.1 Exterior Form (when designing additions, as affecting size, form, proportion and position of openings, form and articulation of walls and roofs), especially guidelines 13 (location of addition), 14 (design addition as distinct from existing building), 15 (compatible materials and massing) and 25 (removing non-character-defining elements of the existing building's exterior form);
- 4.3.4 Exterior Walls: especially guidelines 19 and 20 (modifying exterior walls in a manner that respects the buildings' heritage values/ character-defining elements)

#### 5.2 Design Response

The proposed addition successfully addresses these standards and guidelines. It represents a minimal intervention in the existing fabric. It conserves the "character-defining elements" (heritage attributes) of the historic place and is visually and physically distinct and compatible with the existing building, reading as subordinate by use of simpler materials and detailing. It is also a reversible intervention, especially the glazed link. It removes an incompatible existing addition and uses the glazed link that is not structurally integral to the existing building as a means of attaching to the north elevation of the building to the least extent possible. The only alteration proposed is to enlarge an existing second storey window opening into a doorway. This will necessitate removal of the existing sill and brickwork but can be considered as a reversible intervention. Replacement of the existing window units removes non-heritage vinyl units but does not repeat the 12-pane fenestration pattern, for the reasons outlined above.

#### 5.3 Provincial Heritage Planning Principles

A commonly-used summary of universal best practices can also be found in the Ontario Ministry of Tourism, Culture and Sport's "Eight Guiding Principles in the Conservation of Historic Properties", all of which emphasize respect for original/historic material:

- 1. Respect for Documentary Evidence (do not base alterations on conjecture)
- Respect for Original Location (avoid moving buildings unless there is no other way to conserve them)
- 3. Respect for Historic Material (repair/conserve rather than replace building materials and finishes, except where absolutely necessary)
- 4. Respect for Original Fabric (repair with like materials)
- 5. Respect for the Building's History (do not restore to one period at the expense of another period or periods)
- 6. Reversibility (alterations should allow a return to the property's original conditions)
- 7. Legibility (new work should be distinguishable from old)
- 8. Maintenance (with continuous care, future repair/restoration may not be necessary)

#### 5.4 Design Response

The proposed addition successfully addresses these principles. It is located on the rear elevation of the existing building and will echo the overall massing and size of the existing building while providing a clear distinction between the two in terms of materials and spatial separation. Only one alteration to the existing north elevation is proposed (conversion of window to door opening); otherwise the original fabric is being respected. Any repairs will be made with like materials. The new work is clearly distinguishable from the old and is located so that the Town Hall building remains prominent in public views. The work also represents a reversible intervention.

#### 5.5 Other Impacts on Built Heritage Resources

In addition to directly addressing these recommended federal and provincial conservation practices, the proposed addition performs another valuable function: it relieves pressure on the existing building to provide a range of municipal functions for which the heritage fabric of the building is ill-suited. Office and storage functions as well as meeting rooms can be placed in the new structure, as can circulation areas and washrooms that meet current accessibility requirements. Certain types of building services can be put in the addition rather than necessitating extensive renovations of the existing structure. In summary, freeing the interior of the existing building from having to accommodate many different administrative and public functions ensures its long-term care and offers opportunities for further conservation and enhancement of its heritage attributes.

# 5.6 Impact on Adjacent or Nearby Heritage Resources

There are several properties in the vicinity of the subject property that have heritage significance and have been designated by the municipality under Part IV of the Ontario Heritage Act.

- The Town Hall property is across Park Street from the Town Museum and Library which are housed in a former train station at 10 King Street East;
- Across King Street East is the Old Foundry building at 9-15 King Street East; and
- On the Town Hall property at 30 King Street East, the bandshell is designated separately from the Town Hall, which is also designated.

The proposed addition will not be visible from properties on King Street East except within views from the SW, and only in screened views through tree canopies and tree trunks. Similarly, views across Park Street from the Museum/Library will also be screened by the landscape elements within the park, the landscape character of which has open views across sloping lawns, under a heavy tree canopy. Views to the bandshell will be impacted to a minor extent in that the addition will be partially visible behind the bandshell, when viewed from King Street East and the bridge.

As for resources on the rest of the Town Hall property, the addition will have no direct impact on the bandshell but will impact some of the existing trees near the existing building. An arborist's report prepared as part of the development application assessed all trees on the subject property. The report has determined that some of the affected trees are non-native species that have been recommended for removal regardless of the development of the parking lot while the rest are to be removed in order to accommodate the addition and the relocated surface parking lot.

## 6.0 Options and Mitigation

The proposed design is the first of two options presented as part of the public consultation process during the design development phase. Of the two, this option clearly demonstrates a sympathetic design response to the existing building by modelling its massing on that building while making the addition distinct. Both options kept the addition directly behind the existing building.

There are a few elements of the proposed design that could be changed to mitigate any perceived visual impact of the addition. Adding an equivalent building mass to the existing Town Hall requires careful design to ensure that the existing building remains prominent and is not overwhelmed visually by the new building. The current design shows grey cladding and clear glazing for the addition. One way to reduce the visual bulk of the addition may be to lighten the dark exterior and choose a lighter cladding colour, for example, an off-white, that would complement both the brick and stone of the existing building. The windows proposed for the addition can appear to be visually prominent because of their size and lack of subdivision. One way to reduce their visual prominence is to provide subdivisions (true or false muntins) in each unit.

While it is commendable that the addition's design has simple detailing that contrasts with the rich yet refined detailing of the existing building, there may be opportunities for the introduction of subtle details, for example, in signage, light fixtures, canopies, ramps and railings. Also, the type of stone cladding chosen for the base and belt course could have colours and textures similar to those on the stonework of the existing building. These design options would add visual interest without compromising the addition's overall simplicity in massing and materiality.

The visual impact of the new complex can also be mitigated by vegetative screening. Some landscape materials are already proposed for planting alongside the western access ramp and along the north edge of the sunken lightwell. For views into the property, the only significant view that affects a heritage resource is that from the SW in which the Town Hall and the location of the addition appear directly behind the bandshell. One option that would retain the prominence of the bandshell in this view would be to plant trees behind the bandshell to provide a backdrop and filter the more distant views of the Town Hall and addition.

# 7.0 Conclusions and Recommendations

#### 7.1 Conclusions

The proposed addition has been designed in ways that respect the heritage attributes of the existing designated building and its setting. The design responds to both federal and provincial heritage standards, guidelines and conservation principles. As a development project, it is in accord with municipal planning policies and objectives for the downtown.

Most important, the expansion of the existing Town Hall ensures the ongoing care and enhancement of a very significant heritage property. Having a viable adaptive reuse is the best way to conserve a built heritage resource. The current building can no longer fulfil its municipal functions. It is too small and is unsuited to some of the uses to which it is currently put. As a heritage building, it is difficult to bring up to contemporary Building Code standards. Because of the alterations necessary to accommodate the office and storage uses it contains, the full value of its interior heritage attributes is not being realized. Even more to the point, if the Town Hall had not been proposed for expansion, there is a very real risk that the building would become redundant and the municipality would be faced with difficult decisions as to what to do with it. Instead, the proposed addition will have the functional spaces needed for the Town Hall to provide essential administrative services and, with the new Council Chambers, regain its vital role as the centre for local democratic discourse.

#### 7.2 Recommendations

In accordance with the suggestions made in section 6, above, it is recommended that consideration be given to making minor changes to the cladding, fenestration and exterior detailing of the proposed addition to improve its compatibility with the existing heritage building. Also, consideration should be given to providing vegetative screening of the area between the bandshell and the Town Hall, in order to ensure the visual prominence of each while respecting the integrity and open character of the Town Hall landscape.

In the absence of a complete inventory and evaluation of the property's cultural heritage resources, it is recommended that the Town update its Heritage Register and, for this property, update the designating by-law to include a Statement of Cultural Heritage Value or Interest and list of heritage attributes. Also, interventions made to the existing building should be recorded during the construction phase, for deposit in the Town archives.

Carl Bray

Principal

# Appendices:

- A. Designating By-law for 30 King Street East
- B. Community Planning Permit Application (22 June, 2017)

# A. Designating By-law for30 King Street East

#### TOWN OF GANANOQUE

#### BY-LAW NUMBER 76- 13

WHEREAS The Ontario Heritage Act 1974 provides that the council of a municipality if it desires to designate a property to be of historic or architectural value or interest shall pass a by-law so designating the property.

NOW THEREFORE the Council of the Corporation of The Town of Gananoque enacts as follows:-

1. The building owned by the Corporation of The Town of Gananoque and presently used as a Town Hall and Public Library, located upon Lot A, Plan 86, East of the Gananoque River, in the Town of Gananoque, in the County of Leeds is hereby designated a property of historic and architectural value or interest.

Read a first and second time this 6th day of July , 1976.

Mayor Dalon

Guald & Hampton

Read a third time and finally passed this 6thday of July , 1976.

Wayor Pala\_

Guard of Hempton

B. Community Planning
Permit Application
(22 June, 2017)



## COMMUNITY PLANNING PERMIT APPLICATION

File No. DP2017/06

OWNER:

**TOWN OF GANANOQUE** 

The property municipally and legally described as

# **30 KING STREET E**

PLAN 86 LOT A LOT 1009 GAN R E/S
TOWN OF GANANOQUE

		COMMENT DEADLINE:	JULY 5, 201	17	
that need to be a	ddressed and uestions, plea	Bell Canada (email) Canada Post (email) Cataraqui Region Conservation Authority (email) Cageco Eastern Ontario Catholic District School Eastern Ontario Power (email) Hydro One Inc. Leeds, Grenville & District Health Unit Leeds Grenville Paramedic Services Ministry of Transportation (email) Ontario Municipal Property Assessment (email) Ontario Power Generation Inc. St Lawrence Parks Commission (email) Union Gas Upper Canada District School Board  Other:  application for a proposed Community Felor fees or securities required, please for asse contact the undersigned.	Planning Perm	) ) ) )	of Gananoque (email) Mayor and Council CAO Sr Management Team Chief Building Official Public Works, Utility Supervisor  If you have any comments/conditions e undersigned.
□ No Co	ents				

Return to: Brenda Guy, Manager of Community Development bguy@gananoque.ca 613 382-2149 ext.1126

30 King Street East, Box 100 Gananoque, Ontario K7G 2T6 Phone: (613) 382-2149

Fax: (613) 382-8587 www.townofgananoque.ca



# NOTICE OF MEETING Proposed Class III Development Permit

TAKE NOTICE the Planning Advisory Committee/Committee of Adjustment for the Town of Gananoque will hold a Meeting on TUESDAY, JULY 11, 2017 at 6:00 P.M. in the EMERGENCY SERVICES BUILDING, 340 HERBERT STREET, Gananoque to a recommendation to Council on the application below.

AND FURTHER TAKE NOTICE that the Council for the Corporation of the Town of Gananoque will hold a Meeting on TUESDAY, JULY 18, 2017 at 6:00 P.M. in the EMERGENCY SERVICES BUILDING, 340 HERBERT STREET, Gananoque to hear the following application to consider a Class III Development Permit:

File No. DP2017/06

OWNER:

**TOWN OF GANANOQUE** 

The property municipally and legally described as

### 30 KING STREET E

PLAN 86 LOT A LOT 1009 GAN R E/S

TOWN OF GANANOQUE

has applied to the Town of Gananoque for a Development Permit to CONSTRUCT AN ADDITION TO AN EXISTING HERITAGE BUILDING

Additional information in relation to the proposed development permit is available for inspection between 8:30 am and 4:30 pm in the Administration Offices at 30 King Street East, Gananoque, ON, or by calling 613 382-2149 ext.1126.

If you wish to provide comment or input you may do so at the public meeting or in writing prior to the meeting.

Note: Only the applicant of a development permit has a right to appeal a decision or non-decision on an application to the OMB where the application meets the requirements established through the official plan and development permit bylaw.



DATED this 22ND day JUNE, 2017

Brenda Guy Manager of Community Development bguy@gananoque.ca 613 382-2149 Ext.1126

Notice Class III

30 King Street East, Box 100 Gananoque, Ontario K7G 2T6 Phone: (613) 382-2149

Fax: (613) 382-8587 www.townofgananoque.ca



CPPS2017-06 30 KING STREET EAST



# Map Printed On 2017-06-09 15:28

**Disclaimer** This map is illustrative only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation. Designed and produced by: United Counties of Leeds & Grenville. Source of information: UTM, Grid Zone 18, NAD 1983, with data supplied under licence by members of the Ontario Geospatial Data Exchange (OGDE), and Teranet inc. Queens Printer of Ontario.



CPPS 20 17/ 06

### **APPLICATION FOR DEVELOPMENT PERMIT APPROVAL** Section 70.2 of the Planning Act, RSO 1990, as amended

This application form MUST be accompanied with all the submission requirements in order to be considered a complete application. Incomplete applications will not be processed until all information is provided.

A meeting with Community Development staff is **REQUIRED PRIOR TO SUBMISSION** of this application, At that time, approval stream and submission requirements will be determined. ALL applications require the following:

- Complete application form signed including declaration of applicant.
- Copy of the deed of property or offer to purchase and sale
- Two (2) large scale copies of all plans being submitted, two reduced 8.5" x 11" of each plan and one electronic copy in pdf format. Plans are to be in a standard scale format (1:250 1:500)
- Application fee payable to the Town of Gananoque:

Class I \$500 Class II \$1,500

Class III \$1,700

Amendment to Class I, Class II or Class III \$700

- Deposit fee in the amount of \$2,000 payable to the Town of Gananoque for peer reviews of studies for a Class II/Class III
- Copy of the most recent survey of the subject property
- Cataraqui Region Conservation Authority. Subject to review and a separate cheque payable to the Cataraqui Region Conservation Authority in the amount of \$305.00. Clearance letter will be required by the Town.

Municipal Freedom of Informatic The Planning Act and will be use		ction of Privacy Act -	<b>IFORMATION</b> Personal Information on	this form	is collected under authority of
Name of Applicant:		Complete Address including Postal Code:		Phone	: 613-382-2149
Town of Gananoque		30 KING St. East P.O BOX 100, Gananoque, Ontario, K7G 2T6		Fax:	
		Ontano, NO 2	-10	E-mail	·
Name of Property Owner (if diffe	erty Owner (if different than		Complete Address including Postal Code:		613-382-2149
applicant): Town of Gananoque		30 KING St. East P.O BOX 100, Gananoque,		Fax:	
		Ontario, K7G 2T6		E-mail	
Architect/Designer/Planner:		Complete Address including Postal Code:		Phone	(519) 754-1652
+VG The Ventin Group Ltd.		30 KING St. East P.O BOX 100, Gananoque,		Fax:	
		Ontario, K7G 2	2T6	E-mail	
Engineer:		1	including Postal Code:	Phone	905-648-0373
VRM Associates Engineers		1349 Sandhill Ancaster, Onta L9G 4V5	Drive, Suite 201 ario	Fax:	
		Canada		E-mail:	
Ontario Land Surveyor:		Complete Address including Postal Code:		Phone	613-342-7525
JORDAN – BENNETT Geomatics Inc.		33 Perth Street P.O. Box 485 Brockville, ON K6V 5V7		Fax:	
				E-mail:	
Street or Property Address (if ap	plicable):				
	ali sarayalay.	LEGAL DE	SCRIPTION		
Lot/Con/Plan: LOT NUMBE	R 86 EAST	-			
Frontage:	Depth:		Area (sq.m):		Area (acres):
81m	172m		19111		4.722

### SUBMISSION REQUIREMENTS The applicant/agent is responsible for ensuring that the submission requirements are met, including confirming that all the information listed below is shown on the required plans by checking off each box. Site Plan(s) including scaled accurate measurements of: Title, location and date of project including legend and scale (graphic bar scale as well as written ratio scale); Dimensions and areas of the site including existing natural and artificial features i.e. buildings, watercourses, wetlands, woodlands. Dimensions and gross floor area of all building and structures to be erected; 0 Existing structures to be retained, removed or relocated; Distances between lot lines and the various buildings, structures, parking areas, driveways and other features; 0 Proposed elevation of finished grades including area to be filled or excavated, retaining walls, drainage ditches; Parking areas including number, size of spaces and dimensions. The plans shall have regard for Ontario Regulation 413/12 made under Accessibility for Ontarians with Disabilities Act, 2005. This shall include, but not be limited to, providing appropriate designated parking spaces and unobstructed building access features. Access driveways including curbing and sidewalks Proposed fire routes and fire route sign locations Dimensions and locations of loading zones, waste receptacles and other storage spaces; 0 Location, height and type of lighting fixtures including information on intensity and the direction in which they will 0 shine relative to neighbouring streets and properties; Location of sign (sign permit to be applied for through the Building Permit process) as per By-law 2005-41; 0 Location, type and size of any other significant features such as fencing, gates and walkways. Drainage Plan(s) including scaled accurate measurements of: Drainage Plan must demonstrate proposed development is handled on-site and does not infringe on neighbouring properties; $\mathbf{X}$ Landscape Plan(s) including scaled accurate measurements of: Landscape Plan showing size, type and location of vegetation, areas to be seeded or sod. Plan to show existing landscape features to be retained, removed or relocated; Site Servicing Plan(s) including scaled accurate measurements of: Site Servicing Plan (plan/profile) including layout of existing water, sewer, gas lines, proposed connections, utility easements, fire hydrants, hydro poles, lighting, trees, transformers and pedestals. Grade Control and Drainage Plan(s) including scale accurate measurements of: Existing elevations on subject and adjacent lands and long centerline or adjacent street lines, which are to be geodetic; Location of any creeks, ravines or watercourses with elevations and contours; 0 Arrows indicating the proposed direction of flow of all surface water: 0 Location and direction of swales, surface water outlets, rip-rap, catch basins, rock, retaining walls, culverts Existing and/or proposed right-of-ways or easements Elevation and Cross-Section Plan(s) including scale accurate measurements of: Drawings that show plan, elevations and cross section views for each building or structure to be erected; Conceptual design of building; 0 Relationship to existing buildings, streets and exterior areas to which members of the public have access to; 0 Exterior design including character, scale, appearance and design features of the proposed building; Design elements of adjacent Town road including trees, shrubs, plantings, street furniture, curbing and facilities 0 designed to have regard for accessibility Photographs of the subject land and abutting streetscape on both side of the street Supporting Studies and Reports. Technical reports/plans or studies may be required to assist in the review process of a Development Permit Application. Applications for Development Permit may be required to submit the following studies or reports. Applicants should consult with Municipal staff to determine site specific requirements: Servicing options report as required

Phase I Environmental Study and if investigation ☐ Hydrogeological Study ☐ Noise and/or vibration study □ Drainage and/or stormwater management report Source Water protection study Environmental Impact Assessment for a natural ☐ MDS I or II calculation heritage feature or area Minimum Separation distance calculation for an ☐ Archaeological Assessment industrial use or a waste management facility Influence area study for development in proximity to a waste management facility or industrial use Confirmation of sufficient reserve sewage system capacity and reserve water system ☐ Traffic Study capacity Heritage Resource Assessment X Vegetation Inventory and/or Tree Preservation Mine hazard rehabilitation assessment ☐ Supporting Land Use Planning Report

Existing Use(s):			
Lenath of time the existing us	e of the subject lands have continue	ed:	
Has the property been design	s 🗆 No		
Is the property presently under	er a Site Plan Agreement?	□ Ye	s Xi No
Planning Act?	ubject of an application under Section and the status of the application?	on 34 (Zoning), 41 (Site plan) or 45 □ Ye	
Proposed Use(s):			
have been addressed?	tted subject to criteria as set out in t		how have the applicable criteria
is a variation requested? Dem	nonstrate how the proposed variatio	n meets the criteria as set out in tr	ie development permit by-law.
NO	VARIATIONS REQUIRED FOR	R THIS APPLICATION	
Abutting Land Use(s):	MMERCIAL AND MUNICIPAL F	PARK SPACE	
la the Dayslanmant to be pho	202	a Ve	a whia
Is the Development to be phase What is the anticipated date o		□ Ye:	s XNo
What is the anticipated date of	SEPTEMBER	R 2017	
Is the land to be divided in the	future? NO		
Are there any easements, righ	nt-of-ways or restrictive covenants a	ffecting the subject land?   □ Yes	s 🗆 No
Plan Details:	1		
□ Residential	x Commercial	□ Industrial	□ Institutional
	Lot Area:	Building Coverage:	Landscape Coverage:
		(%)	(%)
	(sq.m)	(sq.m)	(sq.m)
Building Height:	No. of Storeys:	No. of Units:	Method of Garbage Storage:
12.6 M Existing	2 STOREVE AROVE CRASE	N/A	DICK LIP
12.0 W Existing	3 STOREYS ABOVE GRADE		PICK-UP
Parking Surface: Existing: Proposed:	Number of Parking Spaces: Existing: 17 Proposed: 17	Dimensions of Parking Spaces: 2.7m x 6m	Number of Accessible Spaces:
	Total: <u>17</u>	worthware frances	
Loading Spaces:	Number of Loading Spaces:	Dimensions of Loading Spaces:	Other:
	0		
Heritage Tourist Inn/Bed and	d Breakfast:		
Is this an application for a	Number of Guest Rooms:	Is this an application for a Bed	Number of Guest Rooms:
Heritage Tourist Inn?	□1 □2 □3 □4	and Breakfast?	
□ Yes □ No	□ 5 □ 6 □ Other	□ Yes □ No	□ Other
_	quire a Heritage Resource Assessr		cance of the property including

EXISTING BUILDINGS:		Building 1	Building 2		
	Type of Structure	BRICK MASONRY	Daliang 2		
	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	STRUCTURE			
	Date Constructed:	1831			
	Front Line Setback:	43 M			
	Rear Lot Line Setback:	118 M			
	Side Lot Line Setback:	64 M			
	Side Lot Line Setback:	40 M			
	Height:	12.6 M			
	Dimensions:	14.5M x 12 M			
	Floor Area:	226 sq.m			
PROPOSED BUILDINGS:		Building 1	Building 2		
	Type of Structure:	WOOD AND STEEL STRUCTURE			
	Proposed Date of Construction:	SEPTEMBER 2017			
	Front Line Setback:	43 M			
	Rear Lot Line Setback:	102 M			
	Side Lot Line Setback:	64 M (WEST)			
	Side Lot Line Setback:	40 M (EAST)			
	Height:	11.1 M			
	Dimensions:				
	Floor Area:	760 M^2			
	Attached Additional	Page, if necessary			
Access:					
χ Municipal Street	□ Unopen Road Allowance	□ Existing Right-of-way	□ Other		
Name of Street/Road: KING ST. EAST					
Entrance Approvals and Permit Number(s): N/A					
If the application will result in the creation of a new private road, a request for street naming will have to be submitted in conjunction with this application, to be approved by Council.					
Water Access (where access to the subject land is by water only)					
Docking Facilities (specify)  Parking Facilities (specify)					
distance from subjec	stance from subject land distance from subject land				
distance from neares					
Services:					
x Municipal Water and	□ Municipal Water &	□ Private Well and □	□ Private Well and		
Sewer	Private Sewage	Municipal Sewage	Private Sewage		
Water and Sewer Hook-up App	rovals and Permit Number(s):				

		N DV OWNED				
AUTHORIZATION BY OWNER I/We, the undersigned being the owner(s) of the subject land of this application for a consent, hereby authorize						
	ner(s) of the subject land	ds, hereby authorize oon the property for t	oplicant in the submission of this application. the Members of Council, Planning Advisory he purposes of conducting a site inspection			
Signature of Owner			Signature of Owner			
Signature of Witness (not app		Date				
	CONSENT B					
Complete the consent of th	e owner concerning pers	sonal information set	out below.			
			ne land that is the subject of this application			
			and Protection of Privacy Act. I/We hereby nation collected under the authority of the			
	ng Act of the purpose of					
Signature of Owner			Signature of Owner			
- <b>3</b>						
Signature of Witness (not app	olicant)		Date			
orginators of Without (not app	DECLARATION C	F APPLICANT	Date			
	• • •					
I,C	of the	of in the				
	of		solemnly declare that:			
I understand that the applicant/owner will be required to provide 100% security of the outside works in the form of a Letter of Credit or Certified Cheque until such time as the works are completed. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.  Furthermore, I, being the applicant of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application.						
			n declaration conscientiously believing it to nd by virtue of <i>The Canada Evidence Act</i> .			
Declared/Sworn before me at						
this day of	, 20					
Andrea and an analysis of the second						
Signature of a Commission	er, etc	Signature of Applicant				
Office Use Only:			Roll No: O  5 00 300.			
Official Plan Designation:	Development Permit D	esignation:	Other:			
Open Space.	Open Spai	ie.				
Access (Entrance Permits etc):	Water and Sewer Hool	kup	Other:			
N/A	(Permits etc):					
Other Concurrent   Cash-in-Lieu of	□ Condominium	□ Consent/	Official Plan			
Applications: Parking Date Application Received:	Approval  Date Application Deem	Severance ned Complete:	Amendment Approval Fees Received:			
·	Dissa 21					

