CONSERVATION PLAN
PLAZA HOTEL

603 PANDORA AVENUE, VICTORIA, B.C
MAY 2013

DONALD LUXTON
ASSOCIATES INC.

1030 - 470 Granville Street
Vancouver BC | V6C 1V5
T 604 688 1216
www.donaldluxton.com

REVISED JANUARY 2013

DONALD LUXTON
ASSOCIATES INC.

1030 - 470 Granville Street
Vancouver BC | V6C 1V5
T 604 688 1216 | F 604 683 7494
www.donaldluxton.com

TABLE OF CONTENTS

View of the Plaza Hotel (former Hotel Westholme) in Winter 1916 [BCA H-2707]

1. INTRODUCTION

SUBJECT PROPERTY:	PLAZA HOTEL
HISTORIC NAME:	HOTEL WESTHOLME
ADDRESS:	603 PANDORA AVENUE VICTORIA, BRITISH COLUMBIA
CONSTRUCTION DATE:	1910
ORIGINAL ARCHITECT:	HENRY SANDHAM GRIFFITH
ORIGINAL OWNER:	WESTHOLME LUMBER COMPANY

Built in 1910, the Hotel Westholme, which is now known as the Plaza Hotel, is a good example of the influence of the Chicago School of architecture, popular during the Edwardian-era boom occurring across the country in the early twentieth century. This four-storey commercial building is located along Government Street near the corner of Pandora Avenue in the Old Town district of downtown Victoria. The main façade of the building features five symmetrical bays, separated by full-height vertical columns; the building features a flat roof.

The conservation proposal involves the rehabilitation of the historic hotel to accommodate commercial and residential activities, whilst preserving and rehabilitating exterior character-defining elements. Throughout its lifespan, the Plaza Hotel has undergone a series of significant alterations. The cornice, along with much of the ornamentation of the front façade, has been removed, while some features, like the dentil coursing, have been covered by later interventions. The storefronts have been almost entirely altered and all the window sash have been replaced. The conservation work will involve the complete rehabilitation of the exterior to return the building to its original appearance.

The character-defining heritage elements to be preserved and restored include original design elements such as the symmetrical design of the front façade with five structural bays, delineated by vertical pillars, and the pressed metal dentil coursing; and the surviving exterior design elements which recall its multi-faceted original functions, which included a hotel, retail spaces and office space.

The conservation work for this project will be based on Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010), which will guide the rehabilitation or in-kind replacement of the heritage character-defining elements.

2. DESCRIPTION OF THE SITE

2.1 HISTORICAL CONTEXT

The Plaza Hotel, situated at 603 Pandora Avenue, is located in the Old Town area of downtown Victoria. The building was constructed as part of the early Edwardian-era development boom of the area that catered to tourists and industrial workers. It was designed by architect Henry Sandham Griffith in 1910 for the local Westholme Lumber Company.

Beginning in the early twentieth century, development began to increase significantly in Victoria due in large part to the arrival of the Esquimalt & Nanaimo Railway (purchased by the Canadian Pacific Railway), the Cordwood Limited Railway, and most importantly for residents, the British Columbia Electric Railway (BCER) and Interurban Line.

In addition to the railways, financial investment was pouring into British Columbia by 1909, and some of the largest industrial plants in the world, including sawmills, canneries, and mines, were built in just a few short years to exploit the vast amount of available natural resources. At the height of the boom, downtown lots on Douglas street sold for $500 per square foot. During the course of the boom, Victoria underwent a dramatic transformation, with a number of large projects being constructed during this time.

This boom was furthered by the efforts of the government to fashion Victoria as the premier tourist destination in the West. By the turn of the twentieth century, Victoria had already taken additional measures to make the city more appealing to travelers. Beacon Hill Park had been subjected to extensive landscaping, with the addition of lakes and pathways costing $25,000. Since 1891, Victoria had been a port of call for the CPR's Empress liners, which cruised the Pacific bringing passengers from as far afield as Hong Kong.

The goal to significantly increase tourism was realized in 1908, with the completion of architect Francis Rattenbury's Empress Hotel, which became the epicenter for social events in Victoria. Victoria merchants also reaped the benefits, setting up shops along Government Street and, like the Westholme Lumber Company, establishing secondary hotels in close proximity to the lavish Empress to capitalize on the influx of tourists.

2.2 ORIGINAL ARCHITECT: HENRY SANDHAM GRIFFITH

The Plaza Hotel was designed in 1910 by English-born and Victoria-based architect Henry Sandham Griffith (1865-1943). After arriving in Canada, Griffith first moved to Winnipeg where he remained for nearly twenty years before moving to Saskatoon in 1906 and then Victoria in 1907. One of his first major projects in Victoria was the Times Building on Fort Street.

Henry Sandham Griffith (Building the West)

By 1910, Griffith's architectural practice in Victoria was blossoming. That year, amidst booming economic conditions throughout British Columbia, Griffith opened a new office in Vancouver, while working on a commission for the Westholme Lumber Company. Westholme, a powerful landowning, building, and development company, hired Griffith to design what would become one of the larger commercial buildings in the area, located at the corner of Government Street and Pandora Avenue. The Hotel Westholme originally contained hotel rooms, retail stores, and office space.

DESCRIPTION OF THE SITE

The economic boom continued to keep Griffith busy in both Victoria and Vancouver. Griffith's projects that were under construction at one time totalled up to $3,000,000 and he employed twelve people in Victoria and seven in Vancouver. During the boom, Griffith also designed his own elaborate stone home in Victoria, which was named *Fort Garry*. The property was sold in 1918 to David Spencer Jr. and the home survives today, now known as *Spencer's Castle*.

Griffith continued to work through the period between the two world wars, though his commissions were much smaller than he enjoyed through the booming years leading up to World War I. His later work included two apartment buildings in Vancouver's West End, where he implemented simple, modernist designs that were becoming very popular by 1941. Griffith passed away two years later, in 1943.

2.3 DESCRIPTION OF EXTERIOR

Situated near the corner of Government Street and Pandora Avenue in Downtown Victoria, the Plaza Hotel is a four-storey masonry structure with exposed glazed brick on the front elevation. The exterior of the Plaza Hotel was designed in the Edwardian-era Chicago School style of architecture that became popular in Victoria prior to the First World War. Influenced by the "White City" of the Chicago World's Fair, the style became extremely popular across North America and was used for some of the earliest skyscrapers in major North American cities. The driving force behind the Chicago School was a revival of classicism made evident in the detailing of buildings, as well as in elemental ways such as massing and composition. The symmetrical delineation of many Edwardian-era structures is a direct reference to classical architecture, reflecting the composition of a typical column, with a strong base, a shaft of repetitive patterning with an emphasis on verticality, and an ornate decorative cornice.

Materials of the front (west) façade of the Plaza Hotel have been used in a straightforward and utilitarian manner. Glazed brick is consistently used for the upper three-storeys of the front façade, while the remaining two visible elevations (the north and east facades) have been stuccoed and painted. The windows of the front façade are aluminum sash, horizontal sliding casement windows, though the original windows were double-hung wooden sash assemblies. The pre-cast stone sills of the windows are extant and have been painted. The upper-level cornice on the front façade has been removed, but was originally pressed sheet metal. A string of pressed metal dentil coursing remains, now covered by vertical wooden boards.

View from northwest.

View from southwest.

3.0 STATEMENT OF SIGNIFICANCE

NAME OF THE HISTORIC PLACE: HOTEL WESTHOLME
CURRENT NAME: PLAZA HOTEL
ADDRESS: 603 PANDORA AVENUE / 1413-1421 GOVERNMENT STREET, VICTORIA
DATE OF CONSTRUCTION: 1910
ARCHITECT: *HENRY SANDHAM GRIFFITH*

Revised May 9, 2013 by Donald Luxton & Associates Inc.

DESCRIPTION OF THE HISTORIC PLACE

The Hotel Westholme is a four-storey hotel and commercial building, located near the corner of Pandora Avenue and Government Street in the historic Old Town area of downtown Victoria. The main façade is clad in white glazed brick with concrete sills and lintels. It is characterized by its Chicago School architecture, featuring five structural bays delineated by vertical pilasters.

HERITAGE VALUE OF THE HISTORIC PLACE

The Hotel Westholme is valued for its contribution to the streetscape of Victoria's Old Town District. Constructed in 1910, this commercial building is representative of the great Edwardian-era economic boom that occurred in Victoria between 1906 and 1912. Buildings completed during this time were characterized by larger floorplates than their predecessors, and the preferred aesthetic of the Chicago School of architecture. The Hotel Westholme was commissioned by the Westholme Lumber Company, a local landowning, building, and development company, and originally contained hotel rooms, retail stores, and office space. It illustrates the diversification of commercial enterprises that were established as the City's economic focus shifted to tourism-based commerce supported by the nearby E&N (Esquimalt and Nanaimo) Railway and the commencement of Canadian Pacific Railway steamship service to Victoria in 1901.

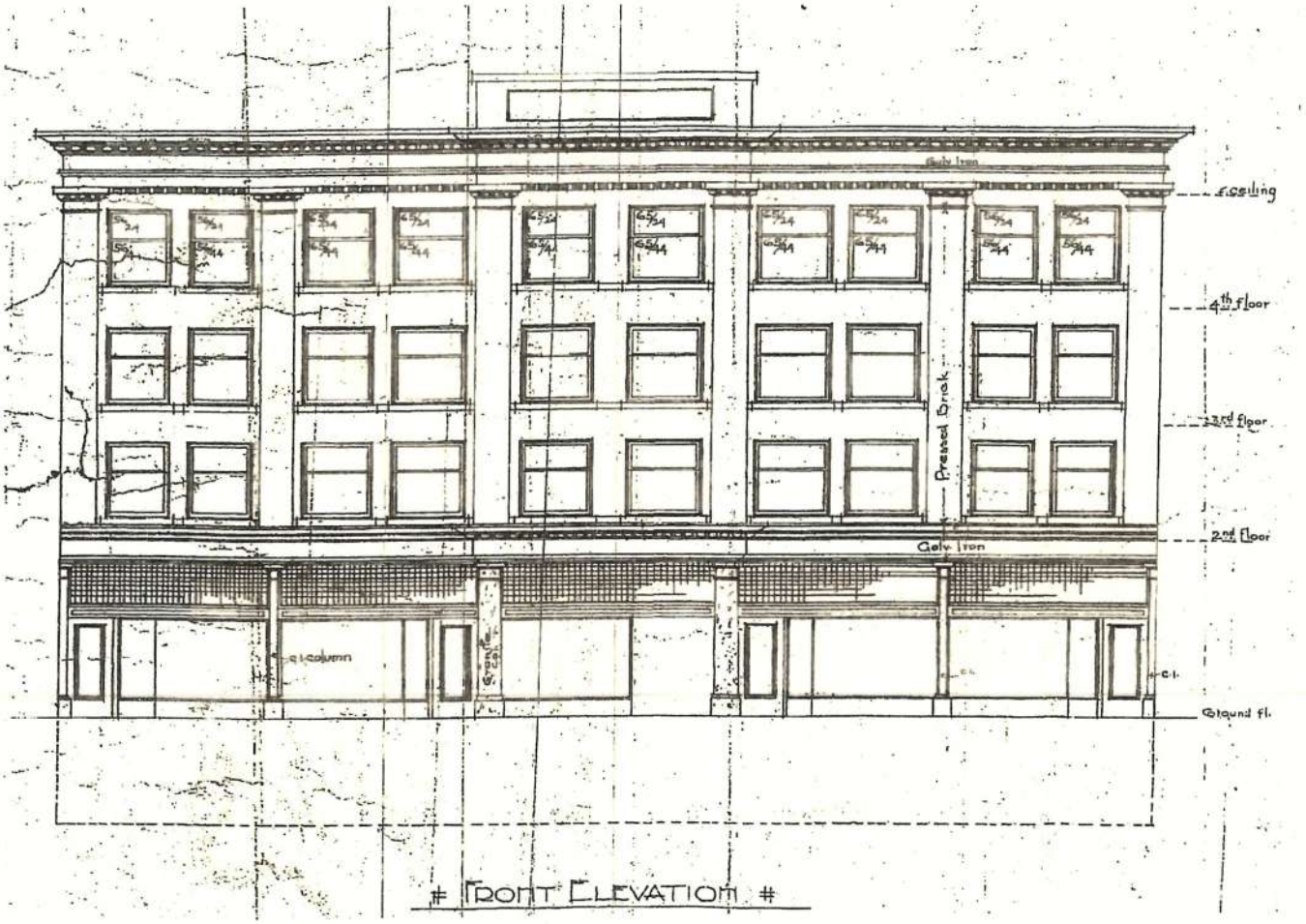
The Hotel Westholme is valued additionally for its association with architect Henry Sandham Griffith (1865-1943). Griffith arrived in Canada from his native England in 1887, moving first to Winnipeg, then Saskatoon, and finally settling in Victoria in 1907. By 1910, Griffiths was maintaining successful architectural offices in both Victoria and Vancouver, and was responsible for many impressive buildings in both cities and throughout the province.

CHARACTER-DEFINING ELEMENTS

The character-defining elements of the Hotel Westholme include its:

- location on Government Street, near the corner of Pandora Avenue in downtown Victoria;
- elements of its original 1910 design, which relate to the Chicago School of architecture, including the symmetrical design of the front façade with five structural bays delineated by vertical pilasters; and
- surviving exterior and interior design elements that address its multi-faceted original functions, which included a hotel, retail spaces and office space.

STATEMENT OF SIGNIFICANCE



1910 facade drawing by architect H.S. Griffith.

4.0 CONSERVATION GUIDELINES

4.1 NATIONAL STANDARDS AND GUIDELINES

The Parks Canada *Standard and Guidelines for the Conservation of Historic Places in Canada* (2010) has been used to assess the conservation interventions at the 1910 Plaza Hotel. Under the guidelines, it is proposed that alterations to the historic structure consist mainly of rehabilitation, with additional aspects of preservation and restoration as defined below:

> **Preservation**: the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of a historic place or of an individual component, while protecting its heritage value.
>
> **Restoration**: the action or process of accurately revealing, recovering or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.
>
> **Rehabilitation**: the action or process of making possible a continuing or compatible contemporary use of a historic place or an individual component, through repair, alterations, and/or additions, while protecting its heritage value.

Interventions should be based upon the Standards outlined in the *Standards and Guidelines*, which are conservation principles of best practice. The following **General Standards** should be followed when carrying out any work to an historic property.

STANDARDS FOR ALL CONSERVATION PROJECTS

1. Conserve the heritage value of a historic place. Do not remove, replace, or substantially alter its intact or repairable character-defining elements. Do not move a part of a historic place if its current location is a character-defining element.
2. Conserve changes to a historic place, which over time, have become character-defining elements in their own right.
3. Conserve heritage value by adopting an approach calling for minimal intervention.
4. Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties or by combining features of the same property that never coexisted.
5. Find a use for a historic place that requires minimal or no change to its character-defining elements.
6. Protect and, if necessary, stabilize a historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbance of archaeological resources, take mitigation measures to limit damage and loss of information.
7. Evaluate the existing condition of character-defining element to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.
8. Maintain character-defining elements on an ongoing basis. Repair character-defining element by reinforcing the materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.
9. Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable upon close inspection. Document any intervention for future reference.

ADDITIONAL STANDARDS RELATING TO REHABILITATION

10. Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.

11. Conserve the heritage value and character-defining elements when creating any new additions to a historic place and any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
12. Create any new additions or related new construction so that the essential form and integrity of a historic place will not be impaired if the new work is removed in the future.

ADDITIONAL STANDARDS RELATING TO RESTORATION

13. Repair rather than replace character-defining elements from the restoration period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
14. Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.

4.2 GENERAL CONSERVATION STRATEGY

The subject property located at 603 Pandora Avenue is listed on the City of Victoria Heritage Reigster. The proposed development of the subject property prepared by Eric Barker Architect Inc. considers the preservation of the main facade, partial retention of the heavy timber structure and general rehabilitation of the Plaza Hotel, including a contemporary six-storey addition on the north and east sides and recessed two-storey addition on top of the existing structure. The design of the new additions is sympathetic to the existing structure and continue the historic mixed commercial-residential use.

All interventions will comply with Parks Canada *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010) while meeting current code regulations and using modern technology.

4.3 SUSTAINABILITY STRATEGY

Sustainability is most commonly defined as "meeting the needs of the present without compromising the ability of future generations to meet their own needs" (*Common Future*. The Bruntland Commission). The four-pillar model of sustainability identifies four interlinked dimensions: **environmental, economic, social and cultural sustainability**, the latter including the built heritage environment.

Parks Canada incorporated sustainability considerations in their *Standards and Guidelines* balancing conservation principles and sustainability objectives:

> "Both heritage conservation and sustainability aim to conserve. In the case of heritage buildings, this includes considering the inherent performance and durability of their character-defining assemblies, systems and materials, and the minimal interventions required to achieve the most effective sustainability improvements."

The following considerations for energy efficiency in historic structures are recommended by Parks Canada *Standards and Guidelines for the Conservation of Historic Places in Canada* and can be utilized at the subject property:

General

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

Envelope

- Exercising caution and foreseeing the potential effects of insulating the building envelope to avoid damaging changes, such as displacing the dew point and creating thermal bridges.
- Adding new features to meet sustainability requirements, such as solar panels, in a manner that respects the exterior form and minimizes impact on character-defining elements.

Windows, Doors

- Reinstating, where possible, character-defining natural ventilation and daylight, such as operable transom windows, lightwells, and skylights.

Mechanical / Electrical Systems

- Ensuring that the introduction of new types of mechanical and electrical systems, such as solar, geothermal or heat-exchange systems, will have minimal impact on the character-defining elements of the historic building.

4.4 HERITAGE EQUIVALENCIES AND EXEMPTIONS

As a structure listed on the municipal Heritage Register, the Plaza Hotel will be eligible for heritage variances that will enable a higher degree of heritage conservation and retention of original material, including considerations available under the following provincial legislation.

BC BUILDING CODE

Building Code upgrading is the most important aspect of heritage building rehabilitation, as it ensures life safety and long-term protection for the resource. It is essential to consider heritage buildings on a case-by-case basis, as the blanket application of Code requirements do not recognize the individual requirements and inherent strengths of each building. Over the past few years, a number of equivalencies have been developed and adopted in the British Columbia Building Code that enable more sensitive and appropriate heritage building upgrades (Alternate Compliance Methods for Heritage Buildings, BCBC 2012). For example, the use of sprinklers in a heritage structure helps to satisfy fire separation and exiting requirements.

Given that Code compliance is such a significant factor in the conservation of heritage buildings, the most important consideration is to provide viable economic methods of achieving building upgrades. In addition to the equivalencies offered under the current Code, the city can also accept the report of a Building Code Engineer as to acceptable levels of code performance.

ENERGY EFFICIENCY ACT

The Energy Efficiency Act (Energy Efficiency Standards Regulation) was amended in 2009 to include the following definition:

"designated heritage building" means a building that is

(a) a Provincial heritage site within the meaning of the Heritage Conservation Act or otherwise included in the Provincial heritage register under that Act,

(b) protected through heritage designation or included in a community heritage register by a local government under the Local Government Act,

(c) protected through heritage designation or included in the heritage register by the Council under the Vancouver Charter, or

(d) protected through heritage designation or included in a community heritage register by the Trust Council or a local trust committee under the Islands Trust Act.

Under this new definition, Energy Efficiency standards do not apply to windows, glazing products, door slabs or products installed in heritage buildings. This means that exemptions can be allowed to energy upgrading measures that would destroy heritage character-defining elements such as original windows and doors.

These provisions do not preclude that heritage buildings must be made more energy efficient, but they do allow a more sensitive approach of alternate compliance to individual situations and a higher degree of retained integrity. Increased energy performance can be provided through non-intrusive methods such as attic insulation and improved mechanical systems. Please refer to *Standards and Guidelines for the Conservation of Historic Places in Canada* for further detail about energy efficiency considerations.

CONSERVATION GUIDELINES

The Plaza Hotel in 1961 [CVA 98202-19]

5.0 CONDITION REVIEW AND CONSERVATION RECOMMENDATIONS

5.1 SITE/LOCATION

The Plaza Hotel, located at 603 Pandora Avenue, is situated near the corner of Pandora Avenue and Government Street in the Downtown neighbourhood of Victoria. The building is constructed without setbacks. On the south side an adjacent three-storey heritage structure continues the historic streetscape of Government Street.

Conservation Recommendation: Preservation

- Retain the portions of the building to be preserved in situ including the historic main façade.

5.2 FORM, SCALE, MASSING

The Plaza Hotel is four storeys in height with full basement and built with a concrete frame and brick bearing walls. The building features a symmetrical plan with light wells on the north and south sides. The overall form of the building remained intact, however, the north elevation received a later one-storey stone-clad structure relocating the original entrance to the hotel from the west to the north side. A three-storey addition was constructed to the northwest.

The main façade on Government Street features five bays separated by six projecting brick pilasters. The slightly wider central bay with the historical entrance to the hotel was emphasized by projecting cornices above the ground floor entrance and the parapet level. The proposed design intends to build two additional storeys above the existing roofline. The new penthouse structures will be recessed. Contemporary six-storey additions are planned on the north and east elevations with an inner courtyard.

Conservation Recommendation: Rehabilitation

- Rehabilitate the ground and upper floors.
- Design new additions above the present roofline and on the north and east elevations to be respectful to the historic Plaza Hotel.

Historic facade viewed from Government Street

CONDITION REVIEW AND CONSERVATION RECOMMENDATIONS

5.3 STRUCTURE

5.3.1 CONCRETE

The west and east exterior walls of the Plaza Hotel consist of a structural concrete frame with brick infill. The concrete frame appears to be in good condition and significant cracking was not notable. The north wall consists of wood-frame construction while the existing wall assembly to the south has not been determined.

Conservation Strategy: Preservation and Rehabilitation

- Retain existing concrete frame of the west wall and upgrade to meet current code requirements. Structural interventions should be done from the inside and not disturb the exterior heritage facade. The north and east walls will be rehabilitated in a contemporary design.

5.3.2 HEAVY TIMBER

The Plaza Hotel is constructed with a heavy timber frame internal structure. The old-growth post and beam structure is visible in the basement and the posts measure in average 13" x 15". They are supported with concrete footings. The heavy timber structure continues on the upper floors and is covered with new finishes.

Conservation Strategy: Preservation and Rehabilitation

- Retain the existing heavy timber structure on the main floor where possible and integrate into proposed commercial space; upgrade to meet code requirements.

5.4 SIDEWALK PRISM LIGHTS

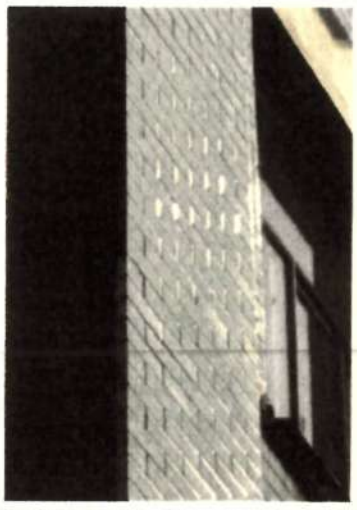
Sidewalk prism lights are extant in the Plaza Hotel. Historically areaways illuminated with prism lights were usable areas constructed under the sidewalk between the building foundation and the edge of the streets. In the early decades, building owners asked for permission to extend their basements out under the sidewalks. This was done to allow access for loading from the front street (sidewalk loading for goods and coal). Sidewalk prisms provided also natural light into basements, allowing for the use of otherwise unusable areas into functional working space. For the Plaza Hotel the City requires gravel infill of the void space underneath the existing sidewalk prism lights, which entails the construction of a new reinforced concrete wall between the areaway and the basement level of the Plaza Hotel.

Conservation Recommendation: Rehabilitation

- Investigate if rehabilitation of the prism lights is feasible and consider sealed panels to retain the integrity of the units above ground.

5.5 GLAZED BRICK

The west facade is clad with white-coloured glazed bricks, laid in stretcher bond from the second floor window sills to the fourth floor window lintels. In general, the glazed brick and mortar is in good condition, but there are some problem zones in locations with current or former metal inserts connecting signs and other fixtures to the façade. The bricks in these locations are damaged and some rust staining is evident. Additional minor damage is visible at some corners



Brick return at northwest corner.

Graffiti on glazed brick.

Staining on glazed brick below blade sign.

of the projecting pilasters, which can be repaired with special repair mortar. Graffiti is also visible on glazed bricks in several locations and should be removed.

Proposed Intervention: Preservation

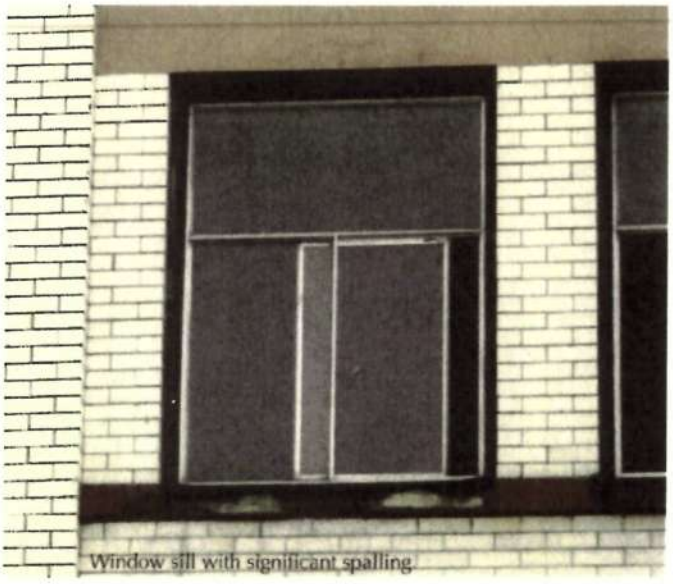
- Remove exposed metal items partially embedded in masonry and make water tight with repair mortar to restore the original glaze of the façade brick (recommended product: Jahn M100 Brick Repair Mortar / TerraCoat Glaze Repair by Cathedral Stone).
- Carefully remove graffiti from glazed brick using suitable chemical agent. Test trials required.
- Glazed bricks should be cleaned by water and natural bristle brush only, with the use of abrasive cleaning not permitted.
- Selective repointing by removing deteriorated mortar and re-point using a mortar that will ensure the long-term preservation of the masonry facade. Mortar should be compatible in strength, porosity, absorption and vapour permeability with the existing masonry units. Duplicate mortar joints from the remainder of the façade in colour, texture, width and joint profile.
- Do not apply any form of sealant or coating to the glazed brick façade.

5.6 PRE-CAST STONE

The painted windows sills on the upper floors of the main façade are made of pre-cast stone and run below each set of windows. The substrate is severely deteriorating and spalling, and loss of material is notable in many locations. This is presumably due to corrosion jacking of the embedded cramps caused by water penetration through unsealed joints. The damaged areas are sporadically protected with wood panels, but remediation of the sills should commence in collaboration with a structural engineer.

Proposed Intervention: Rehabilitation

- Review condition of each stone sill and its connection to the façade; consult with structural engineer.
- Cut out section of stone sills that are too deteriorated to be repaired. Where necessary remove entire stone sill and replace with new concrete sill to match existing in size and shape.
- Structurally tie new and existing sound sills to the façade. Seal joints to prevent water ingress.



Window sill with significant spalling.

Stone sill with peeling paint; window lintel in good condition.

CONDITION REVIEW AND CONSERVATION RECOMMENDATIONS

Clockwise:
Existing southwest brick pilaster with redesigned parapet wall.
Detail of archival image showing the original parapet cornice.
Historic dentil course above window lintel.

5.7 CONCRETE LINTELS

Concrete window lintels exist above each set of windows on the upper floors of the main façade. From ground-level assessment, the lintels appear to be in good condition. Their condition should be reviewed once access to the façade is available.

Proposed Intervention: Preservation

- Review condition of concrete window lintels via manlift or when scaffold is erected.

5.8 ARCHITECTURAL METAL

The original parapet wall featured a pressed metal cornice, which projected above the central bay. A historic dentil course between capitals above the vertical brick pilasters has survived. The dentil course is presently located behind a later parapet structure with vertical wooden boards covering the parapet wall on the west, north and east elevations.

It has to be verified if the original capitals are extant or if they have been removed during the previous remodelling of the parapet wall. An original moulded detail exists directly above each brick pilaster and should be preserved. Located above the central bay was a simple, rectangular pediment presumably with the building's name. The parapet was subsequently altered and the pediment removed. The original storefront cornice of the main façade has been replaced with a modern horizontal stucco band. Archival photos and original drawings show the profile of the lower cornice and can be used to replicate this historic element.

Proposed Intervention: Restoration

- Restore upper cornice and storefront cornice to match original appearance. Metal is the preferred material.
- Method and condition of existing dentil course attachment to building should be investigated and repaired, as necessary.
- Clean, repair and patch existing portion of the parapet dentil course as required. Remove loose paint by hand scraping until sound material has been reached. It is not necessary to remove all the paint but sufficient to allow for repainting. Tests for hazardous materials should be carried out before work commences.
- Remove surface deterioration and patch any existing holes using a two-part epoxy such as auto-body putty. Repaint dentil course.
- Replicate missing sections of the parapet and storefront cornices in kind to match historic profile based on archival documents.
- Installation of a bird control system is recommended.

5.9 STOREFRONT

The original storefronts on Government Street have been altered in the past and the hotel entrance relocated to the north elevation. Historically the original prominence of the centre bay continued on the ground floor with the entrance to the hotel being in the centre of the Government Street elevation. The original architectural drawings considered granite columns on either side of the hotel entrance, and round cast iron columns to support the north and south bays of the west façade. Early archival photographs show a storefront design with square columns and multi-lite transoms.

Proposed Intervention: Restoration and Rehabilitation

- An early archival photograph of the storefront indicates that no material from this period is visible, but careful dismantling of the existing storefront should be undertaken, in case earlier material or evidence, such as shadowing, remains beneath.
- Adapted storefronts, based on the original drawings should be installed. Modern technology and materials are acceptable as well as consideration of the principles of Crime Prevention Through Environmental Design (CPTED) in the storefront design.

1961 storefront

Present ground floor assembly.

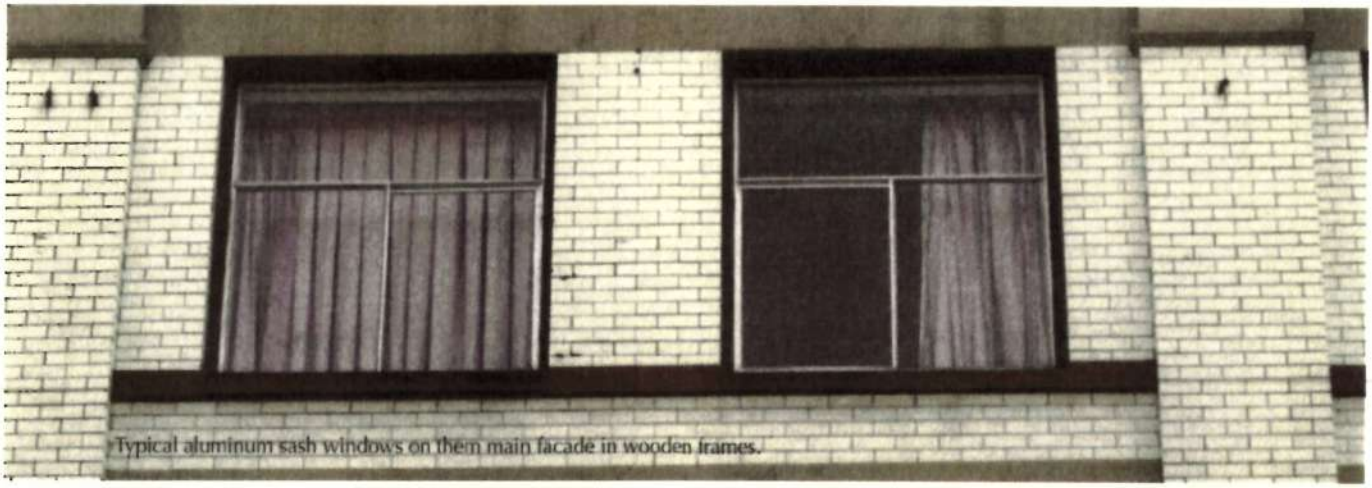
CONDITION REVIEW AND CONSERVATION RECOMMENDATIONS

5.10 WINDOWS

The main façade is five bays wide with regular fenestration of paired windows at each bay. The original double-hung one-over-one wooden sash have been replaced with aluminum sliding units that are not sympathetic to the historic appearance of the building. The historic wooden frames, mouldings and sills are extant and are painted with a dark coat that is failing at the wooden sills. The wooden sills show also signs of splitting. The orignal window sashes on the north and east elevations were replaced with aluminum units. The historic frames and mouldings are still in situ although the paint is severely deteriorated and missing on the wooden sills, which are exposed to the weather. The north and east elevations will be rehabilitated incorporating a contermporary window design utilizing modern technology.

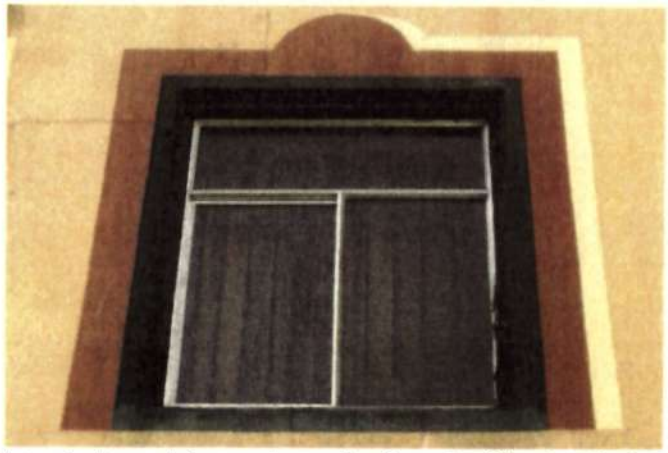
Proposed Intervention: Rehabilitation

- Preserve original windows on the front facade. New window sash on this facade should match historic windows in terms of material, style, detail and profile thickness where archival evidence is available.
- Replicate details such as missing mouldings based on salvaged samples.



Typical aluminum sash windows on them main facade in wooden frames.

Details of the wooden frames and mouldings on the main facade.



Later aluminum windows on the east elevation replaced the original sash.

5.11 STUCCO

The east and north elevations are finished with painted stucco render. This finish shows signs of staining, water damage and cracking in several locations. The condition of the stucco appears to be poor partially due to failing rainwater disposal.

Proposed Intervention: Rehabilitation

- The north and east elevations will be rebuilt with contemporary materials and to applicable code requirements.

East elevation with stucco finish and breeze blocks.

Northwest corner.

5.12 HISTORIC COLOURS

The existing paint on the front facade is in poor condition, and exposed elements such as window sills and frames demonstrate a high degree of paint loss. An important part of the restoration process is to finish the building in historically accurate paint colours.

The recommended colour scheme is from Benjamin Moore's *Historical True Colours for Western Canada*, which is based on documented historic paint colours.

Conservation Strategy: Restoration

- Restore the original finish, hue and placement of applied colour. Complete all basic repairs and replacements and remove surface dust and grime before preparing, priming and painting. Be sure that all surfaces to be painted are dry.
- Scrape and sand painted surfaces only as deep as necessary to reach a sound base. Do not strip all previous paint except to repair base-material decay.
- Paint all areas of exposed wood, stucco, metal and other materials with paint primer. Select an appropriate primer for materials being painted. (i.e. if latex paint is used over original oil paint, select an oil-based primer).
- Appropriate primer must be used on galvanized metal.

RECOMMENDED COLOUR SCHEDULE FOR THE PLAZA HOTEL

ELEMENT	HISTORICAL TRUE COLOURS BENJAMIN MOORE	CODE
Glazed brick	unpainted	
Top cornice (metal)	Haddington Grey	VC-15
Pilaster capitals (metal)	Haddington Grey	VC-15
Storefront cornice (metal)	Haddington Grey	VC-15
Window lintels (concrete)	Haddington Grey	VC-15
Window sash and frame (wood)	Comox Green	VC-19
Window sills (wood)	Comox Green	VC-19
Storefront (wood)	Comox Green	VC-19
Cast iron columns, ground floor	Comox Green	VC-19

6.0 MAINTENANCE PLAN

6.1 MAINTENANCE GUIDELINES

A maintenance schedule should be formulated that adheres to the *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010). Routine maintenance keeps water out of the building, which is the single most damaging element to a heritage building.

Maintenance also prevents damage by sun, wind, snow, frost and all weather; prevents damage by insects and vermin; and aids in protecting all parts of the building against deterioration. The effort and expense expended on an aggressive maintenance will not only lead to a higher degree of preservation but also will over time potentially save large amount of money otherwise required for later repairs.

This **Maintenance Plan** should form part of the ongoing documentation for the building and should be regularly reviewed by those responsible for building maintenance.

6.1.1 PERMITTING

Repair activities, such as simple repair of materials in-kind, or repainting in the same colour, should be exempt from requiring municipal permits. Other more intensive activities will require the issuance of a Heritage Alteration Permit.

6.1.2 CLEANING

Following the *Standards and Guidelines for the Conservation of Historic Places in Canada*, be mindful of the principle that recommends 'using the gentlest means possible'. Any cleaning procedures should be undertaken on a routine basis, and should be undertaken with non-destructive methods.

All of these elements are usually easily cleaned, using a soft, natural bristle brush, without water, to remove dirt and other material. If a more intense cleaning is required, this can be accomplished with warm water, mild detergent (such as Simple Green®) and a soft bristle brush. High-pressure power-washing, sandblasting, or any other abrasive cleaning method, are not considered acceptable.

6.1.3 REPAIRS AND REPLACEMENT OF DETERIORATED MATERIALS

Interventions such as repairs and replacements must conform to the *Standards and Guidelines for the Conservation of Historic Places in Canada*. The building's character-defining elements – characteristics of the building which contribute to its heritage value such as materials, form, configuration, etc – must be conserved, referencing the following principals to guide interventions:

- An approach of minimal intervention must be adopted - where intervention is carried out it is by the least intrusive and most gentle means possible.
- Repair rather than replace character-defining elements.
- Repair character-defining elements using recognized conservation methods.
- Replace 'in kind' extensively deteriorated or missing parts of character-defining elements.
- Make interventions physically and visually compatible with the historic place.

6.1.4 MAINTENANCE OF EXTERIORS - KEEPING THE WATER OUT

Water, in all its forms and sources (rain, snow, frost, rising ground water, leaking pipes, back-splash, etc.) is the single most damaging element to historic buildings. Water supports all forms of biological decay such as rot, fungus, moss, lichen, termites, powder post beetle, other insects, etc. Keeping a building dry is the single best method of combatting biological decay.

The most common place for water to enter a building is through the roof and/or the guttering and downspout systems. An apparent minor roof or clogged gutter leak that is ignored can introduce enough moisture to support biological decay in a building on a scale necessitating removal of walls and floors, replacement of structural systems and services. Keeping roofs repaired or renewed and gutters frequently cleaned is a more cost-effective option. Evidence of a small interior leak should be viewed as a warning for a much larger and worrisome water damage problem elsewhere and should be fixed immediately.

6.2 INSPECTION CHECKLIST

The following checklist considers a wide range of potential problems specific to the house such as water/moisture penetration; material deterioration; structural deterioration; site and environmental issues. This checklist should be filled out by the owner and included in the maintenance log book on an annual basis and stored in the owner's Information File for the building.

The maintenance log book is an important maintenance tool that should be kept to record all maintenance activities, recurring problems and building observations and will assist in the overall maintenance planning of the building. Routine maintenance work should be noted in the maintenance log to keep track of past and plan future activities. All items noted on the maintenance log should indicate the date, problem, type of repair, location and all other observations and information pertaining to each specific maintenance activity. Each log should include the full list of recommended maintenance and inspection areas noted in this Maintenance Plan, to ensure a record of all activities is maintained. A full record of these activities will help in planning future repairs and provide valuable building information for all parties involved in the overall maintenance and operation of the building, and will provide essential information for long term programming and determining of future budgets. It will also serve as a reminded to amend the maintenance and inspection activities should new issues be discovered or previous recommendations prove inaccurate. The log book will also indicate unexpectedly repeated repairs, which may help in solving more serious problems that may arise in the historic building. The log book is a living document that will require constant adding to, and should be kept in the information file along with all other building documentation.

EXTERIOR INSPECTION

FOUNDATION:

- Moisture: Is rising damp present?
- Is there back-splashing from ground to structure?
- Does water drain away from foundation? Puddles?
- Is the moisture problem general or local?
- Is spalling from freezing present? (Flakes or powder?)
- Is efflorescence present?
- Is spalling from sub-fluorescence present?
- Is damp proof course present?
- Are there shrinkage cracks in the foundation?
- Are there movement cracks in the foundation?
- Is crack monitoring required?
- Is uneven foundation settlement evident?

STRUCTURE:

Wood Elements:

- Are there moisture problems present? (Rising damp, rain penetration, condensation moisture from plants, water run-off from roof, sills, or ledges?)
- o Is there insect attack present? Where and probable source?
- Is there fungal attack present? Where and probable source?
- Are there any other forms of biological attack? (Moss, birds, etc.) Where and probable source?
- Is the wood surface damaged from UV radiation? (bleached surface, loose surface fibres)
- Is the wood warped, cupped or twisted?
- Is the wood split? Are there loose knots?
- Are nails pulling loose or rusted?
- Is there any staining of wood elements? Source?

Condition of Exterior Paint Materials:

- Paint shows: blistering, sagging or wrinkling, alligatoring, peeling. Cause?
- Paint has the following stains: rust, bleeding knots, mildew, etc. Cause?
- Paint cleanliness, especially at air vents?

Windows:

- Is there glass cracked or missing?
- If the glazing is puttied has it gone brittle and cracked? Fallen out? Painted to shed water?

- o If the glass is secured by beading, are the beads in good condition?
- o Is there condensation or water damage to the paint and wood?
- o Are the sashes easy to operate?
- o Is the frame free from distortion?
- o Is the end grain properly sealed?

Doors:

- o Do the doors create a good seal when closed?
- o Are the hinges sprung? In need of lubrication?
- o Do locks and latches work freely?
- o Are door frames wicking up water? Where? Why?
- o Are door frames caulked at the siding? Is the caulking in good condition?
- o What is the condition of the sill?

Gutters and Downspouts:

- o Are downspouts leaking? Clogged? Are there holes or corrosion? (Water against structure)
- o Are downspouts complete without any missing sections? Are they properly connected?
- o Are eaves clean? Do they show any sagging?
- o Is the water being effectively carried away from the downspout by a drainage system? Do downspouts drain completely away?

Roof:

- o Is the leading edge of the roof wet?
- o Is there evidence of biological attack? (Fungus, moss, birds, insects)
- o Are flashings well sealed?

6.3 MAINTENANCE PLAN

Daily

- Observations noted during cleaning (cracks; damp, dripping pipes; malfunctioning hardware; etc.) to be noted in log book or building file
- Usual cleaning, as required

Weekly

- Clean gutters during periods of heavy leaf fall
- Clean air filters as necessary

Monthly

- Have all rainwater gutters, downspouts, drains cleaned out
- Lubricate any mechanical heating, pumps, etc, as required
- Major issues entered into the log book

Quarterly

- Check roofs inside and outside including gutters, valleys, downspouts, etc.
- Check doors for closing and locking
- Clean light fixtures

Semi-annually

- Semi-annual inspection and report with special focus on seasonal issues
- Thorough cleaning of gutters and downspouts to cope with winter rains and summer storms
- Check smoke detectors
- Check condition of weather sealants (Fall)
- Service mechanical units such as heating (Fall)
- Clean the exterior using a soft bristle broom/brush

Annually (Spring)

- Inspect foundation for cracks, deterioration or loss.
- Inspect windows for paint and glazing compound failure, wood decay and proper operation.

MAINTENANCE PLAN

- Complete annual inspection and report for Information File
- Clean out of all perimeter drains and rainwater systems
- Overhaul electric system; change light bulbs
- Check all sprinkler systems
- Check all fire extinguishers and have access to them
- Touch up worn paint on the building's exterior
- Oil all locks, hinges, etc.
- Service mechanical units such as air conditioning/ pumps etc.
- Check for plant, insect or animal infestation
- Routine cleaning, as required

Five-Year Cycle

- A full inspection report by a heritage professional should be undertaken every five years comparing records from previous inspections and the original work, particularly monitoring structural movement and durability of utilities.
- Repaint wooden sash windows every five to fifteen years. **Ten-Year Cycle**
- Check condition of roof every ten years after last replacement.

Twenty-Year Cycle

- Confirm condition of roof and estimate effective lifespan. Replace when required.

Storm Inspections (as required)

- After any storm, inspection must occur for any damage. Gutters and roofs need to be checked and cleaned.

Major Maintenance Work (as Required)

- Thorough repainting, re-roofing, gutter, downspout and drain replacement; replacement of deteriorated building materials etc.

APPENDIX A: RESEARCH SOURCES

CIVIC ADDRESS:

603 Pandora Avenue/1413-1421 Government Street, Victoria

LEGAL ADDRESS:

Lot 1 of Lots 661/662/663, Plan 7110, LD 57

HISTORIC NAME:

Hotel Westholme

CURRENT NAME:

Plaza Hotel

ARCHITECT:

Henry Sandham Griffith

SOURCE:

City of Victoria Downtown Heritage Inventory, 1988-1989, Hotel Westholme

CONSTRUCTION DATE: 1910

SOURCE:

City of Victoria Downtown Heritage Inventory, 1988-1989, Hotel Westholme

REFERENCES:

- *Building the West: The Early Architects of British Columbia*. Edited by Luxton, Donald. Vancouver: Talonbooks. 2007.
- *City of Victoria Downtown Heritage Inventory*, 1988-1989, Hotel Westholme

PHOTOS:

- Image: British Columbia Archives, Hotel Westholme, 1916, H-02707
- Image: Victoria City Archives, VICT-STS-GOVT, 1961, 98202-19