



Committee of the Whole Report For the Meeting of November 21, 2019

To: Committee of the Whole **Date:** November 7, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: **Heritage Designation Application No. 000179 and Heritage Alteration Permit with Variances Application No. 00018 for 1306-1330 Broad Street / 615-625 Johnson Street / Parts of 622 and 630 Yates Street**

RECOMMENDATION

That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council and after the Public Hearing for Rezoning Application No. 00699, if it is approved, consider the following motion:

“That Council authorize the issuance of Heritage Alteration Permit Application with Variances No. 00018 for 1306-1330 Broad Street, 615-625 Johnson Street and parts of 622 and 630 Yates Street, in accordance with:

1. Plans, date stamped November 6, 2019, the Conservation Plan for the Duck’s Carriage Factory at 615-625 Johnson Street, date stamped November 6, 2019, and the Conservation Plan for the Duck’s Building at 1314-1324 Broad Street, date stamped November 6, 2019.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - a. reduce the number of required parking spaces from 35 to 20
 - b. increase the maximum height from 15m to 18.9m
 - c. reduce the required number of short-term bicycle parking stalls on site from 9 to 0.
3. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Director of Sustainable Planning and Community Development.
4. The applicant providing further design details of the heritage interpretation program to the satisfaction of the Director of Sustainable Planning and Community Development.
5. Minor plan amendments to address text errors on the plans to the satisfaction of the Director of Sustainable Planning and Community Development.
6. Heritage Alteration Permit lapsing two years from the date of this resolution.”

LEGISLATIVE AUTHORITY

In accordance with Sections 617 and 618 of the *Local Government Act*, Council may issue a Heritage Alteration Permit which may be subject to terms consistent with the purpose of the

heritage protection of the property, including: (i) conditions respecting the sequencing and timing of construction, (ii) conditions respecting the character of the alteration or action to be authorized, including landscaping and the siting, form, exterior design and finish of buildings and structures and (iii) security. Council may refuse to issue a Heritage Alteration Permit for an action that, in the opinion of Council, would not be consistent with the purpose of the heritage protection of the property.

EXECUTIVE SUMMARY

Proposed is the construction of a new six-storey, 134-room hotel on a consolidated development site stretching almost a full block on the west side of Broad Street between Johnson Street and Yates Street in Old Town. The proposed hotel has a three-part design with two infill buildings surrounding the rehabilitated and seismically upgraded 1892 Duck's Building. The front and rear façades of the Duck's Building would be conserved; however, the interior and sidewalls of the Duck's Building would not be conserved due to the significantly increased seismic design requirements of the 2018 BC Building Code. A surviving rubble stone wall that was part of the adjacent Duck's Carriage House Factory would be retained *in situ*, refurbished, and incorporated into the rear elevation of the new building. The Duck's Building and Duck's Carriage Factory rubble wall are currently listed on the Heritage Register, but are proposed to be designated as part of the application. Their heritage value and character are discussed in this report and attached Statements of Significance, but the recommendation for designation is part of the report for the associated rezoning application. The proposal requires a rezoning application and a heritage alteration permit with variances application.

The following points were considered in assessing this application:

- The proposal is generally consistent with the objectives of the *Official Community Plan* (2012), which promotes a balance of new development, heritage conservation and new additions that conserve and enhance heritage property.
- The infill portions of the hotel on either side of the Duck's Building and the one-storey rooftop addition are consistent with the *Old Town Design Guidelines for New Buildings and Additions to Existing Buildings* (2019).
- The proposed interventions to the Duck's Building are generally consistent with the *Standards and Guidelines for the Conservation of Historic Places in Canada* (the "Standards and Guidelines").

The application was reviewed by the Heritage Advisory Panel at its August 13, 2019 meeting and was recommended for approval subject to the applicant considering a more contemporary and assertive architectural expression for the new portions of the development. The Heritage Advisory Panel also recommended that the Duck's Building be designated at a meeting in July 2018. The application was reviewed by the Advisory Design Panel at its September 25, 2019 meeting and recommended for approval subject to considerations including some architectural changes, which the applicant has made.

BACKGROUND

Description of Proposal

Proposed is a new six-storey, 139-room hotel constructed across a consolidated development site that presently includes a small one-storey building at 1306 Broad Street, the surface parking lot at 1312 Broad Street, the three-storey heritage-registered Duck's Building at 1314-1324 Broad Street and the three-storey heritage-registered Canada Hotel/Duck's Carriage Factory at

615-625 Johnson Street. Of the three existing buildings on site, the applicant is proposing to retain the front and rear façades of the Duck's Building and the rubble stone wall of the former Canada Hotel/Duck's Carriage Factory, which faces the alley. The remainder of the former Carriage Factory has been significantly altered and retains little of its original heritage character. It would be demolished. A one-storey building municipally known as 1306 Broad Street would also be demolished; however, it has no heritage status. 630 Yates Street, which contains the heritage-registered Legacy Art Gallery, and 622 Yates Street, which is a one-storey building, are included in the application with the goal of adjusting and regularizing lot boundaries; however, no development is occurring on either property. The University of Victoria (UVic) owns all of the properties and the applicant would enter into a long-term lease with UVic to develop and operate the hotel.

The conservation strategy for the Duck's Building is rehabilitation, defined in the Standards and Guidelines as the sensitive adaptation of an historic place for a continuing or contemporary use. The proposal conserves the Romanesque Revival style front and rear façades of the Duck's Building and will reconstruct portions of the sidewalls on the ground floor only using salvaged brick. Façade remediation work includes paint removal and brickwork repair. Windows on the front façade would be repaired and upgraded with double paned glazing to reduce noise for hotel guests. The altered ground floor of the building would be replaced with a wooden storefront assembly with a continuous row of transom windows and hopper openings based on historic images and archival photographs. On the rooftop, a one-storey addition would be set back 7.5 metres from the front façade. The 1874 rubble stone wall of the former Duck's Carriage Factory to the north would be retained in the alley running behind the rear of the Duck's Block. Repairs would include stonework cleaning, mortar repointing and selective repairs.

The six-storey infill portions of the new hotel framing the Duck's Building in the centre have been designed as two distinct buildings responding to the two different streetscapes of Broad Street and Johnson Street. The detailing and composition of each building closely follows the *Old Town Design Guidelines for New Buildings and Additions to Existing Buildings* (2019), with the southerly infill building taking on a more modern appearance referencing the Legacy Art Gallery.

The proposal includes the following major design components:

- construction of a six-storey, 139-room hotel stretching across three currently separate properties, with a three-part design including two infill buildings surrounding the rehabilitated Duck's Building
- rehabilitation of the Duck's Block front and rear façade, reconstruction of portions of the sidewalls within the ground floor of the new building, and replacement of the interior wood frame structure and brick sidewalls with new concrete construction built to 100% of current seismic design standards
- retention of the 1874 rubble stone sidewall of the Duck's Carriage Factory building *in situ* at 615-625 Johnson Street, adjacent to the alley at the rear of the site
- improvements to the rear laneway to create a publicly accessible area including in-ground lighting, pavers, bollards and a defined walkway
- construction of one level of underground parking beneath the development site with 18 tandem parking spaces that would be accessed through a pair of car elevators from Duck's Alley at the southwest corner of the ground floor
- two at-grade parking stalls in the building, accessed from Duck's Alley.

The application was reviewed by the Heritage Advisory Panel at its August 13, 2019 meeting and was recommended for approval subject to the applicant considering a more contemporary and assertive architectural expression for the new portions of the development. The application was reviewed by the Advisory Design Panel at its September 25, 2019 meeting and recommended for approval subject to considerations including refining the architectural expression of the corner building to increase its street presence.

Data Table

The following data table compares the proposal with the existing Old Town District 1 Zone (OTD-1). An asterisk is used to identify where the proposal is less stringent than the existing zone.

Zoning Criteria	Proposal	OTD-1 Zone
Number of units	139 (hotel)	n/a
Density (Floor Space Ratio) - maximum	4.37:1 *	3:1
Height (m) - maximum	18.9*	15
Storeys - maximum	6*	5
Setbacks (m) - minimum		
Front (Broad Street)	0	0
Rear (lane)	0	0
Side (north)	0	0
Side (south)	0	0
Parking - minimum	20*	35
Bicycle parking stalls - minimum		
Long Term	10	9
Short Term	0* on site	9

Description of Heritage Properties

The Duck's Building is a large-scale Romanesque Revival style heritage-registered building in Development Permit Area 1 (Heritage Conservation): Core Historic, designed by architect William Whiteway and constructed in 1892. The Duck's Building is named after its original owner Simeon Duck, a colonial businessman, MLA and eventually the Minister of Finance for British Columbia. The Duck's Building was an office building with tenants including a hotel and the Knights of Pythias organization. It was adjacent to the Duck's Carriage Factory at the

corner of Broad Street, which Duck commissioned in 1874. Character-defining elements of the Duck's Building, as identified in the Statement of Significance, include:

- location on Broad Street, in Victoria's Old Town District
- continuous commercial and retail use
- commercial form, scale and massing, as expressed in its three-storey cubic massing, symmetrical rectangular plan and flat roof, set flush to the front and side property lines
- irregular bay spacing with two entries to the upper floors, and raised rear portion that accommodated an assembly hall
- design elements of the Romanesque Revival style, such as rock-faced masonry piers at street level, rock-faced stone lintels, round arched windows on the top floor, decorations above the main entry with patterned fret work and a triangular pediment, corbelled cornice detailing, decorative name and date-plates with "DUCK'S BUILDING" and "A.D. 1892" and patterned brickwork on the rear façade
- masonry construction, including: structural front, side and rear brick walls, timber internal frame, parged window sills and cast-iron storefront columns
- symmetrical fenestration including: rectangular storefront openings, and round-arched and rectangular double-hung 1-over-1 wooden sash windows with upper-sash horns on the front and rear façades
- the contiguous relationship of its rear wall with the 1874 stone wall of the Duck's Carriage Factory to the north.

The Duck's Carriage Factory Building at 615-625 Johnson Street was originally constructed in 1874 as a two-storey building for Simeon Duck's carriage and wagon making business. It faced Johnson Street. The alley beside the building became known as Duck's Alley. Architect Thomas Trounce designed the original building, with architect John Teague completing a separate brick building to the west in 1879-1880. In 1884, the Carriage Factory was altered with a new front. The building has been subject to numerous alterations over the years. The brick has been stuccoed over, the storefronts have been altered and the cornices removed. The second floor was split into two floors, converting it to a three-storey building. A series of projecting bay windows at the second storey were removed. The original hipped roof of the building was removed and flattened. The building's current appearance does not accurately reflect its original design. As the only unaltered portion of the building, the rubble stone wall at the back of the building is a valuable remnant of the building and worthy of long-term protection through designation. The attached Statements of Significance describe the heritage value of both historic places and the character-defining elements that make them worthy of designation under section 611 of the *Local Government Act*.

ANALYSIS

Official Community Plan

The *Official Community Plan (OCP)* envisions buildings in the "Core Historic" designation up to five storeys with a density/floor space ratio (FSR) of 3:1. While the applicant is proposing a six-storey building at a density of 4.37:1, policy 8.52 of the Placemaking chapter in the OCP states that density increases can be considered in exchange for conservation enhancements to heritage properties. Old Town also includes multiple buildings that are six storeys tall or more. Examples include the Best Western Hotel directly across the street from the site, the Central Building on Government Street and the Belmont Building at Government Street and Humboldt Street.

The proposed development outlined in the application is consistent with the OCP because it contributes to the goal of new additions that conserve and enhance heritage property consistent with the *Standards and Guidelines for the Conservation of Historic Places in Canada* (policy 8.49).

The proposal is consistent with the built form and place-character features envisioned for the Core Historic designation. The development is set close to the sidewalk with high site coverage, continuous commercial uses at grade, and wide sidewalks. It is consistent with place-based land use management envisioned for the area since the increased density of uses would improve vitality and liveability within the Downtown Core Area. Its design deliberately emulates historic buildings downtown, making it compatible with the character of the Old Town. It is consistent with other Placemaking policies that encourage the conservation of heritage property and new buildings that have a human scale and enhance local area distinctiveness.

Development Permit Area 1 (HC): Core Historic

The subject property is located within Development Permit Area 1 (Heritage Conservation): Core Historic. The proposed development is consistent with the following objectives of the Heritage Conservation Area:

4. (a) To conserve and enhance the heritage value, special character and significant historic buildings, features and characteristics of this area.
4. (b) To revitalize an area of commercial use through infill, building additions and heritage conservation including exterior alterations and interior improvements that could alter the exterior of the building.
4. (c) To enhance the area through infill, building additions and open spaces with a high quality of architecture, landscape and urban design that responds to its historic setting through sensitive and innovative interventions.

The proposal is consistent with these objectives because it would preserve and rehabilitate the most significant features of the Duck's Building to ensure their long-term protection, while contributing to the streetscape of Victoria's Old Town district. The proposal would also retain and celebrate a feature rubble stone wall within the rear lane exiting onto Johnson Street and defined by a public walkway, illuminated bollard lighting and wall washer lighting.

The guidelines to be considered in assessing the proposal are the *Downtown Core Area Plan*; the *Advisory Design Guidelines for Building, Signs and Awnings*; and the *Standards and Guidelines for the Conservation of Historic Places in Canada* and the *Old Town Design Guidelines for New Buildings and Additions to Existing Buildings*.

Downtown Core Area Plan

The subject property is within the "Historic Commercial District" of the *Downtown Core Area Plan* (DCAP, 2011). The DCAP provides more specific direction regarding built form and design of the public realm. At a high level, some key policies that relate to this site are:

- retain and protect heritage property as a benefit to the public
- balance development and heritage conservation through sensitive infill and property additions
- integrate heritage conservation and urban design in public history initiatives
- balance new development and heritage conservation
- conserve heritage values and its character-defining elements

- support new development that conserves and enhances the form, character and features of heritage property and areas
- encourage owners of heritage properties to upgrade the seismic conditions of buildings and structures
- provide incentives for heritage conservation, such as tax incentives, parking variances and other zoning variances
- provide zoning that accommodates a diverse range of active commercial uses and multi-residential development.

The proposed development is consistent with the objectives of the Historic Commercial District. The proposal will increase the number of active commercial uses on Broad Street while rehabilitating and significantly enhancing the street facing elevations of the Duck's Building. The proposal respects and reinforces the compact, diverse, low-scale and small-lot character of the district with durable, textured materials, traditional storefront rhythm, punched windows, and upper storey setbacks.

Old Town Design Guidelines for New Buildings and Additions to Existing Buildings

The new development is consistent with the Old Town Design Guidelines. It is made up of three distinct parts:

- the six-storey northern infill portion at the corner of Government Street and Broad Street
- the rehabilitated Duck's Building and one-storey rooftop addition
- the six-storey southern infill portion adjacent to the Legacy Gallery.

The infill portions of the hotel framing the Duck's Building each have a three-part composition consisting of a base, middle and top (guideline 5.3.1) which is a character-defining element of the Old Commercial District Sub-Area of Old Town where the development is located. By aligning the parapets of the buildings (5.3.5), dividing the façade into a rhythm of vertical structural bays (5.23, 5.24) and maintaining similar window proportions and detailing (5.3.9), the northern part of the development respectfully emulates the proportions and composition of the adjacent Duck's Building (5.1.2). Its height is modulated through a setback and material change at the sixth storey (guideline 5.1.7). The use of brick as the dominant material complies with section 5.5 of the guidelines, which states that high quality, textured and durable materials should be used for new buildings in Old Town. The proposal is an assertive contemporary design that is distinguishable from Old Town, while still being complimentary. The north building includes a series of projecting box bay windows with an aluminum curtain window wall system that project from a masonry façade, giving the building a more assertive presence in response to the Heritage Advisory Panel's commentary. Also the corner of the building was squared off instead of chamfered. While the Old Town Design Guidelines encourages chamfered corners, they are not required and many historic buildings in Old Town do not have chamfered corners.

The rooftop addition to the Duck's Building is compatible with, distinguishable from and subordinate to the historic building. Faced with glass and a subtle mullion pattern, the addition is minimally detailed and clearly distinguishable from the base building. The 7.5 metre setback from Broad Street exceeds the four metre recommended setback in the Guidelines. The large setback combined with the narrow street width and tall height of the Duck's Building would make the addition invisible to pedestrians from most vantage points.

The south portion of the development has tall, elongated windows and a more contemporary design that references the adjacent heritage-registered Legacy Art Gallery (the former Bank of Toronto Building). The Legacy Art Gallery was built in 1951 and designed in a modernist style.

The south portion of the development provides an effective transition between the late Victorian Duck's Building and the modernist Legacy Art Gallery.

Standards and Guidelines for the Conservation of Historic Places in Canada

The following are the relevant sections of the *Standards and Guidelines for the Conservation of Historic Places in Canada*:

General Standards for Preservation, Rehabilitation and Restoration

10. Repair rather than replace *character-defining elements*. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exist, 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 an *historic place* or 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 an *historic place* will not be impaired if the new work is removed in the future.

The application proposes to conserve the Duck's Building's most significant and publically visible character-defining elements, including its form, scale and massing and the relationship of the rear wall with the 1874 stone wall of the Duck's Carriage Factory. The development proposes to rehabilitate and enhance the façade's Romanesque Revival design elements, front and rear masonry façades and original fenestration.

Although the Duck's Building sidewalls are not being conserved, they were designed as blank party walls with the expectation that adjacent buildings would eventually obscure them from public view. On the interior, the brick sidewalls of the building would have historically been covered with an interior wall finish rather than decoratively exposed, as is common today. If the City were to require that the sidewalls be conserved, they would not necessarily be visible once the hotel was built. Staff have toured the building interior and most original finishes have been removed over time. The structure of the building is concealed behind drywall and other wall surfaces and is also not visible.

The heritage-registered former Duck's Carriage Factory (otherwise known as the "Canada Hotel") at the corner of Johnson Street and Broad Street has been significantly altered and in staff's opinion does not retain sufficient heritage character to justify conservation. The original second-storey bay windows were removed, the brickwork was covered in stucco and the original storefront assemblies replaced. The building's proportions were altered by dividing the second storey into two. The interventions needed to restore the building to its original appearance would amount to a reconstruction based on incomplete information in partial historic photographs of the building. A small one-storey structure in the original Duck's Alley is proposed to be removed to expose the 1874 rubble wall of the Duck's Carriage Factory. The rubble wall would become a major feature of Duck's Alley and Johnson Street and would become visible to the public for the first time in decades.

The rear elevation of the Duck's Building and the rubble stone wall would retain their current pattern of openings at the second storey and above. The applicant is proposing three new openings in the ground floor for access to the lobby and servicing. These openings would have brick surrounds and be well integrated with the rest of the façade. Salvaged brick is proposed within the openings to recreate the appearance of the original sidewalls and the solidity of the building. The majority of surviving original windows on the rear elevation are badly deteriorated and will not be retained. The applicant is replacing the windows at the second level with historically compatible windows with an opaque coating to conceal a floor slab located behind them.

In order to create a continuous floor plan without abrupt changes in level, the applicant has pulled back the new fourth and fifth floor levels of the building from the third storey of the conserved rear wall of the Duck's Building, creating an open air space behind the third storey windows of the façade. The windows at the third storey would be removed and plants introduced directly behind. The applicant has confirmed that despite the physical separation, the conserved portion of brick wall will be braced and seismically upgraded.

Heritage Advisory Panel

The application was reviewed by the Heritage Advisory Panel at its August 13, 2019 meeting and was recommended for approval subject to the applicant considering a more contemporary and assertive expression for the new portions of the development. The applicant revised the design of the north building to respond to the comment. During the meeting, members also discussed the removal of the sidewalls and the interior of the building, seismic requirements, and the paint removal strategies for the front façade. The meeting minutes are attached.

Advisory Design Panel

The application was reviewed by the Advisory Design Panel at its September 25, 2019 meeting and recommended for approval subject to considerations including:

- refinements to the architectural expression and windows at the corner of Broad and Johnson Streets to increase the building corner's street presence
- increase the visibility of the rooftop landscaping from the public realm, particularly at locations where the building steps back
- add an additional level of detail to the proposed additions to address the relationship at the street level between the storefronts and the public realm
- pay particular attention to the material choices and details to be consistent with the quality and design ethos commensurate with the heritage-designated Duck's Building
- reconsider the paving material in the alleyway and consider integrating soft landscaping.

Responding to the comments, the applicant has revised the corner building to include tall projecting box bay windows extending from the second to the third storey that feature an aluminium curtain wall system. Rather than having a chamfered corner, the building now has a squared corner resulting in a more assertive and contemporary street presence. The applicant has added climbing plants in the open air space behind the third storey of the rear elevation of the Duck's Building, which will be visible from Duck's Alley in response to the comment about visible rooftop landscaping. There are now more retail doorways along Johnson Street to improve the development's relationship to the street. Materials proposed for the new buildings are considered to be high quality and consistent with the conserved Duck's Building. The landscape design for Duck's Alley has not changed; however, given the narrow dimension of the alley, heavy shade and intensive uses, soft landscaping is not likely to thrive.

Variances

Vehicle Parking

The application is located within Old Town where the standard zoning is OTD-1, Old Town District 1 Zone. Under this zoning, typically vehicle parking is not required. However, provisions within the bylaw specify that parking is required for sites greater than 1,100m². The combined site area for this application equates to 8,525m². As such, a parking requirement for thirty-five parking stalls is triggered. The variance to reduce the required number of parking stalls from thirty-five to twenty is supportable based on a number of factors. Policies within the OCP support considering parking reductions for applications that include heritage retention and significantly contribute to the urban growth concept. The proposed heritage retention, seismic upgrading, laneway improvements and addition of a commercial use are consistent with the objectives to consider a reduction in parking. Given the proposed operation of the hotel, additional parking spaces that do not technically qualify as parking stalls under Schedule C are also available. Valet parking is being proposed, utilizing tandem parking stalls. When counting the tandem parking stalls, the proposal exceeds the required number of vehicle parking stalls (thirty-eight stalls are being provided).

Bicycle Parking

As with the vehicle parking, bicycle parking requirements are not typical for developments within Old Town unless they exceed 1,100m² in site area. Given the central location of this application and the requirements for a consistent street wall, achieving the short-term bicycle parking requirements on site is a challenge. At this location, however, ample space is available within the public realm, on the sidewalk, and the provision of short-term bicycle stalls on the sidewalk for this application is more in-line with the characteristics sought for short-term bicycle parking in this area. The proposed new bicycle racks will be secured through a legal agreement secured as a condition of the rezoning.

Height

The proposed building height is thirty centimetres higher than the raised rear portion of the Duck's Building, which formerly accommodated an assembly hall. The higher portions of the proposal are also nominally visible from the public realm and as such, respective impacts are also minimized. Policies within the OCP promote considering height variances to assist in the conservation of heritage. Given the results of the land lift analysis, the relatively minimal height impact and the nominal visibility of the additional height, staff recommend that an increase to the permitted height is supportable.

CONCLUSIONS

In staff's opinion, the proposal is consistent with the objectives of the *Official Community Plan* and the proposed interventions to the Duck's Building are generally consistent with the *Standards and Guidelines for the Conservation of Historic Places in Canada*. The proposal includes significant enhancements to the front façade of the Duck's Building while providing an interior structure that will ensure the life safety of building occupants in the event of a major earthquake. The massing of the new development fits well into the Old Town Context and its exterior detailing closely follows the guidelines contained in the *Old Town Design Guidelines for New Buildings and Additions to Existing Buildings*. The development conserves the form and scale of the Duck's Building without overwhelming it.

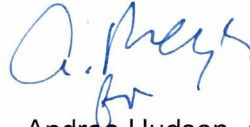
ALTERNATE MOTION

That Council decline Heritage Alteration Permit with Variances Application No. 00018 for the property located at 1306-1330 Broad Street / 615-625 Johnson Street / Parts of 622 and 630 Yates Street.

Respectfully submitted,



John O'Reilly
Senior Heritage Planner
Sustainable Planning and Community
Development



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:



Date: Nov 13, 2019

List of Attachments

- Attachment 1: Subject Map
- Attachment 2: Aerial Map
- Attachment 3: Photographs
- Attachment 4: Plans, date stamped November 6, 2019
- Attachment 5: Conservation Plan - Duck's Building, date stamped November 6, 2019
- Attachment 6: Conservation Plan - Duck's Carriage Factory, date stamped November 6, 2019
- Attachment 7: Statement of Significance - Duck's Building
- Attachment 8: Statement of Significance - Duck's Carriage Factory
- Attachment 9: Applicant's letter, dated November 5, 2019
- Attachment 10: Letter from RJC Engineers, dated July 29, 2019
- Attachment 11: Heritage Advisory Panel Meeting Minutes, July 10, 2018
- Attachment 12: Heritage Advisory Panel Meeting Minutes, August 13, 2019
- Attachment 13: Advisory Design Panel Meeting Minutes, September 25, 2019.