



Committee of the Whole Report

For the Meeting of October 8, 2020

To: Committee of the Whole **Date:** October 1, 2020

From: Karen Hoese, Director, Sustainable Planning and Community Development

Subject: **Report on the Potential Heritage Designation of 1623-1625 Bank Street**

RECOMMENDATION

That Council receive this report for information.

LEGISLATIVE AUTHORITY

In accordance with section 611 and 613 of the *Local Government Act*, Council may designate real property, in whole or in part, as protected heritage property. If a Heritage Designation Bylaw causes, or will cause a reduction in the market value of the designated property, the local government must compensate an owner of the designated property who makes an application no later than one year after the Heritage Designation Bylaw is adopted.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information on the potential designation of the heritage-registered Bank Street School at 1623-1625 Bank Street and a summary of discussions between the City and School District 61 (SD61) about their plans to demolish the building within the next year. SD61 has control over the operation and management of the Bank Street School for as long as the property continues to be required for school purposes and they intend to demolish the building to facilitate an expansion of the former Sundance Elementary School on the same site.

Staff met with SD61 representatives and explored a range of alternatives that would both retain the building and meet SD61's needs. Due to costs associated with rehabilitating the building, safety challenges, and the site configuration, a mutually acceptable alternative has not been found.

Negotiations with SD61 have been cordial, however SD61 is not willing to voluntarily designate and conserve the Bank Street School. Although Heritage Designation remains open to Council, it could lead to an arbitration process that could require the City to pay SD61 millions of dollars in compensation during a challenging fiscal year, so staff are not recommending further action at this time.

BACKGROUND

SD61 informed the City of their intention to demolish the Bank Street School in May 2020. Since that time staff and SD61 representations have worked collaboratively to explore opportunities that would allow for a mutually beneficial outcome. However, due to the costs associated with the rehabilitation of the building and future needs of the school, the School Board has ultimately declined any options that involve the retention of the Bank Street School building. To provide staff with enough time to report to Council on the full range of issues, the School Board has committed to maintaining the Bank Street School building until at least November 15, 2020 (see Attachment E). SD61 has not applied for a demolition permit at this time, however, they have indicated that they intend to within the next year.

The Bank Street School is located in the South Jubilee Neighbourhood at the southeast corner of Bank Street and Leighton Street. The building sits at one end of a large property that includes the Sundance Elementary School to the south and playing fields that extend east to Fell Street behind both buildings. Under the 1946 *School Act*, school properties formerly held by School Trustees were vested in the City but SD61 acquired control over their operation and management. As long as the property continues to be required for school purposes, it and any improvements remain under the control of SD61, which does not require City's permission to redevelop the property.

Designed by architect Davis Couper Frame, the Bank Street School was built in 1912 as an elementary school with an enrollment of 193 students. In 1975, it ceased to be used as a school and was occupied by the Victoria College of Art. Their tenancy has expired.

The City added the building to its Register of Heritage Properties (the "Heritage Register") in June 1996 with seven other historic schools. Below is the description of the Bank Street School according to the Heritage Registry Schools Report:

"Built in 1912, this school is an excellent example of a small masonry school in a nearly original state. It features a chateau roofline capped with bold cresting which repeats the profile of the dentils under the eaves. The elevations are particularly attractive through the use of a "battered" concrete base, red brick walls and window transoms which also reflect the detailing of the roofline. The school is a notable structure in the south Jubilee neighbourhood."

The architect D.C. Frame designed many buildings in Victoria, including the Chinese Public School at 636 Fisgard Street.

SD61 operates seven other schools in Victoria with Heritage Register status:

1. George Jay Elementary School – 1118 Princess Avenue (1909 Wing)
2. Victoria High School – 1260 Grant Street (1911 wing)
3. Burnside School – 3130 Jutland Road (1913 wing)
4. Oaklands School – 2827 Belmont Avenue (1913 wing)- Register Status
5. Margaret Jenkins School and Annex – 1824 Fairfield Road (1913 wing and annex)
6. Quadra School and Annex – 3031 Quadra Street (1914 wing and annex)
7. Quadra Primary School – 2549 Quadra Street (1921)

Of the above schools, George Jay Elementary School and Victoria High School are considered to have national significance.

It is unknown if SD61 has plans to demolish any other heritage-registered buildings. Historically, SD61 has made these decisions on a case-by-case basis. In 2001, the 1912 wing of the Oaklands School was seismically upgraded and rehabilitated. In 1995-1996, the Sir James Douglas School at 401 Moss Street was demolished, although it was not on the heritage register. More recently, SD61 embarked on the major rehabilitation and seismic upgrading of Victoria High School at 1260 Grant Street.

ISSUES AND ANALYSIS

Official Community Plan

The heritage conservation policies of the Official Community Plan (OCP, 2012) do not provide explicit direction on involuntary designation, which is left to the discretion of City Council. Section 8, "Placemaking (Urban Design and Heritage)" does not support the demolition of heritage property, but encourages the City be cooperative and use incentives rather than involuntary designation and arbitration. Staff have considering whether the City should designate the building against the wishes of the owner and the report describes the significant costs that could be incurred during a time of financial uncertainty for the city.

Jubilee Neighbourhood Plan, 1996

The *Jubilee Neighbourhood Plan (1996)* contains the following policies related to the long term protection of heritage-registered properties:

2. Encourage the voluntary designation of buildings listed on the Heritage Registry as a means of providing long term protection of buildings. Promote voluntary designation through awareness of the Victoria Heritage Foundation's house grants program. Further, that heritage designation be required when incentives are provided to the building owner
4. Ensure land use policies and zoning standards are consistent with the Heritage Registry. The City should consider initiating rezoning where permitted densities threaten heritage resources. Where heritage resources listed on the Heritage Registry are threatened with demolition, the City should consider designating the resource.

The above policies support voluntary designation and suggest the City should consider designation if the resource is threatened. This report considers the designation of the property.

Eligibility for Designation

The Bank Street School meets the *Local Government Act* criteria for heritage designation. It has heritage value and heritage character for its aesthetic qualities including its chateau roofline, battered concrete foundation and symmetrical composition and its stature as a neighbourhood landmark positioned prominently at the corner of Bank Street and Leighton Road in the South Jubilee neighbourhood.

Building Condition, Repair Costs, Seismic Upgrade Costs

SD61 submitted a Building Condition Assessment by D. Mattson Construction Services (Attachment C) evaluating the current condition of the school building and estimating the costs of rehabilitation. The report is based on visual inspections of the building and its interior. Destructive testing was not performed and the consultant did not complete detailed

environmental, civil, structural, mechanical or electrical reviews. The report evaluates the building condition, components and systems at a high level to reach a rough estimate of upgrade costs. The consultant notes that very few, if any, upgrades have been made since 1975. Key findings include:

- All exterior finishes require rehabilitation. Upgrades would include insulation, exterior sheathing, windows and doors. *(Note: The consultant proposed to replace all of the exterior masonry cladding of the building, which in staff's opinion is impractical and inconsistent with heritage conservation guidelines. Staff would recommend repointing and selectively replacing the existing masonry).*
- The slate roof requires replacement and has leaked in several location over time.
- Settlement and fractures are present in the concrete foundation around the perimeter of the building.
- Settlement of the foundation is causing minor spider cracking in mortar joints of the masonry walls.
- Interior finishes and most interior components are past their useful service life.
- Interior framing likely has no fire stopping/fire blocking.
- There are a significant number of wall penetrations that require fire caulking in order to comply with the Code.
- Most interior wall and ceiling assemblies throughout the school contain asbestos and lead paint and would be removed. The attic space is insulated with vermiculite and known to contain levels of asbestos. A high-risk abatement program would be required.
- Mechanical systems date back to 1912, are not operational and need replacement.
- Electrical systems require significant upgrades including service and lighting upgrades, life safety systems including fire alarms, exit and emergency lighting systems.
- The facility has no fire protection or fire alarms installed.
- The building is not accessible for people with disabilities.
- The facility is designated "H1 – High Level 1" by the Seismic Risk Assessment report conducted by Stantec 10 September 2018.
- Roof membranes will require full replacement to conduct seismic upgrades to roof decks.
- Structural upgrades to the balloon framed walls, floor diaphragms and stairwell openings will be significant.
- Heat loss/gain is significant on this building due to the lack of insulation.

The aforementioned repairs are extensive and would involve removing the roof, underpinning the foundation and gutting the interior. To remove hazardous materials, workers would need to follow high risk abatement protocols by Work Safe BC, including installing air-tight containment structures at each floor and equipping workers with full body personal protective equipment and air-purifying respirators. The total cost of rehabilitating the heritage building is estimated to cost \$7,534,000, whereas constructing a replacement building is estimated to cost \$4,536,000. Note that the cost estimate is a Class "D" estimate, which is the least precise in the construction cost estimate system. Accurate figures could only be obtained by establishing a scope of work and receiving quotes from qualified contractors. Staff also note that the budget includes removal and replacement of all exterior masonry on the building, which heritage conservation guidelines do not recommend. This is a \$3.5 million cost in the budget. A more appropriate heritage conservation treatment is repointing and selectively replacing damaged masonry as needed. This is also labour intensive and costly, but staff are unable to confirm if it would equal \$3.5 million.

Site Layout and Future Expansion Plans

SD61 plans to expand the former Sundance Elementary School Building in time for the 2021 school year by adding 6-7 classrooms in a series of modular buildings. They also intend to construct a Neighbourhood Learning Centre (NLC) and a childcare. 170 students would occupy the expanded facilities on site. SD61 has stated that location of the heritage building interferes with the planned expansion. Staff suggested situating the classrooms and NLC on the east side of the former Sundance Elementary School, however this would require removal of multiple Garry Oaks protected under the City's *Tree Preservation Bylaw* and other landscape features that form part of the Garry Oak ecosystem and the area will be difficult to build on due to the rocky terrain.

Seismic Risk

Seismic retrofit options have not been developed for the building, but SD61 did commission a risk analysis from Stantec Engineering, which is attached to the report. The soil hazard map of greater Victoria indicates that the property is "Site Class D" with no significant risk of liquefaction and a low risk of amplification. However, the building is considered to be in the highest risk category because of its unreinforced masonry construction and would sustain significant damage during an earthquake.

Timing of Demolition Permit

Staff expect to receive a Demolition Permit Application for the school within the next year. In Development Permit Area 16: General Form and Character, a development permit is not required to construct a new institutional building or to demolish a heritage-registered building provided the applicant has a building permit for the construction of a new building or permissions for another use under the zoning. SD61 does not have funding to construct a new school or an addition to the existing Sundance Elementary School at this time.

Heritage Property Protection Bylaw

The *Heritage Property Protection Bylaw* requires withholding of a demolition permit for property on the heritage register until all approvals for redevelopment are issued. Because the Bank Street School is on the City's heritage register, this provides some limited protection. However, as long as the SD61 obtains approval for any other use the land on which the building stands, the City will be required to issue the demolition permit. Therefore, this alone cannot be viewed as anything more than a delay and is not a substitute for proper heritage protection.

Compensation

If a *Heritage Designation Bylaw* causes a reduction in the market value of the designated property, the City would likely be liable to compensate the School District to some degree. Assessing the market value of the property would be complicated. The property's "Public Facilities, Institutions, Parks and Open Space" Urban Place Designation in the OCP restricts the range of permitted uses and the property is technically owned by the City. Despite these factors, the property is under the operational control of SD61 as long as it is required for school purposes, therefore, SD61 would likely be entitled to some compensation for any loss of potential use or redevelopment of the property. To determine compensation, the City would need to hire an appraiser, with the final compensation amount determined through arbitration. It is possible that the compensation amount could be millions of dollars if the SD61's Class "D" cost estimate is accurate and the exterior rehabilitation estimate in particular.

Staff have not proactively retained an appraiser to determine the likely compensation amount, because a consultant report would be a substantial cost in itself. In 2008, the City requested an estimate for consulting services to undertake a market value assessment of 1612-1614 Store Street with and without heritage designation. Estimated fees were in the order of \$15-20,000.

If Council wishes to have staff commission an analysis to determine a more precise estimate of potential compensation, staff have included an option under the next section authorizing staff to retain a consultant to complete the analysis. Based on the rate of inflation, staff estimate that a market value assessment of 1623-1625 Bank Street could cost between \$18,000 and \$24,000.

Staff are only aware of one instance in which the City designated a heritage property against the owner's will. In 2007, Rogers' Chocolates Ltd. obtained a building permit to expand their ground floor retail area and move the rear wall backward 20 feet. The interior of the existing shop dated back to the original construction of the building and was among the oldest intact commercial interiors in Canada. Only the exterior was designated at the time, so the City proceeded to designate the interior of the store. Rogers' Chocolates appealed the designation and the City entered the arbitration process. The resulting decision awarded Rogers' Chocolates approximately \$600,000 in compensation for the loss of 650 square feet of retail space inside the building.

OPTIONS

Option 1 – Take No Action (Staff recommendation)

That Council receive this report for information. Taking no action will enable the applicant to obtain the necessary approvals to demolish the building as soon as SD61 has a building permit.

Option 2 – Pursue Involuntary Designation (Not recommended)

That Council:

1. Approve the designation of the property located at 1623-1625 Bank Street, pursuant to Section 611 of the *Local Government Act*, as a Municipal Heritage Site, and that first and second reading of the Heritage Designation Bylaw be considered by Council and a Public Hearing date be set; and
2. Authorize staff to retain qualified consultants to complete an independent building condition assessment and a market value assessment of the property

The involuntary designation of the building would result in the City entering an arbitration process with SD61, which operates all public schools in Victoria. Completing a separate building condition assessment and market value assessment of the property would cost the city over \$24,000 in addition to legal fees and an unknown amount of compensation. Based on the estimated \$3 million difference in cost between rehabilitating the building and constructing a new building, the involuntary designation of the property could significant extra costs on SD61, and the City may be liable for some or all of these costs.

Accessibility Impact Statement

The building is currently inaccessible to persons with disabilities, particularly those who rely on a wheelchair for mobility. An elevator and a new primary entrance to the building would need to be designed. Washrooms, stair railings, some doorways and door handles throughout the building do not meet accessibility requirements and would have to be redesigned. Although the budget has not been fully developed in detail, the owner's consultant budgets \$100,000 for

accessibility upgrades including a new accessible building entrance (\$30,000), replacing washroom accessories and partitions (\$40,000) and replacing doors, frames and hardware inside the building (\$30,000). An elevator is not included in the budget, but would likely cost over \$100,000.

2019-2022 Strategic Plan

Allowing the demolition of the Bank Street School does not meet the City's operational priority of heritage conservation and designation, however in staff's opinion, it would be consistent with the operational priority of sound fiscal management.

Impacts to Financial Plan

The City has deferred \$22 million in capital spending and approximately \$2.5 million in other initiatives to create a larger operating budget contingency during the COVID-19 pandemic. These measures are intended to mitigate an estimated revenue shortfall that could range from \$12.5 million to \$17.5 million for the year. If the City designates the Bank Street School against the wishes of SD61, it risks incurring millions in compensation costs that have not been factored into the 2020 budget.

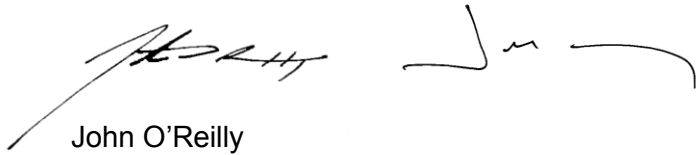
Official Community Plan Consistency Statement

The heritage conservation policies of the OCP do not provide explicit direction on involuntary designation, which is left to the discretion of City Council. Section 8, "Placemaking (Urban Design and Heritage)" does not support the demolition of heritage property, but encourages a cooperative approach using incentives rather than involuntary designation and arbitration


CONCLUSIONS

Staff have worked cooperatively with SD61 to encourage voluntary protection of the building and have discussed alternatives with SD61, however their position is unchanged. The heritage-registered Bank Street School is likely to be demolished in the next year if no action is taken. It is worthy of designation, however, the building has not been upgraded or well-maintained since 1975. It requires significant seismic and accessibility upgrades, hazardous materials abatement, the full replacement of its mechanical and electrical systems along with most interior finishes and fixtures. The roof requires replacement and most exterior elements including masonry and metal cornices are in need of significant rehabilitation. Costs to complete all of the deferred maintenance and upgrade the school are approximately \$3 million higher than the cost to build an equivalently sized new school. Designating the building against SD61's wishes will lead to an arbitration process that could cost the City millions of dollars in compensation during a challenging fiscal year. Staff are therefore not recommending any further action at this time.

Respectfully submitted,



John O'Reilly
Senior Heritage Planner
Development Services Division



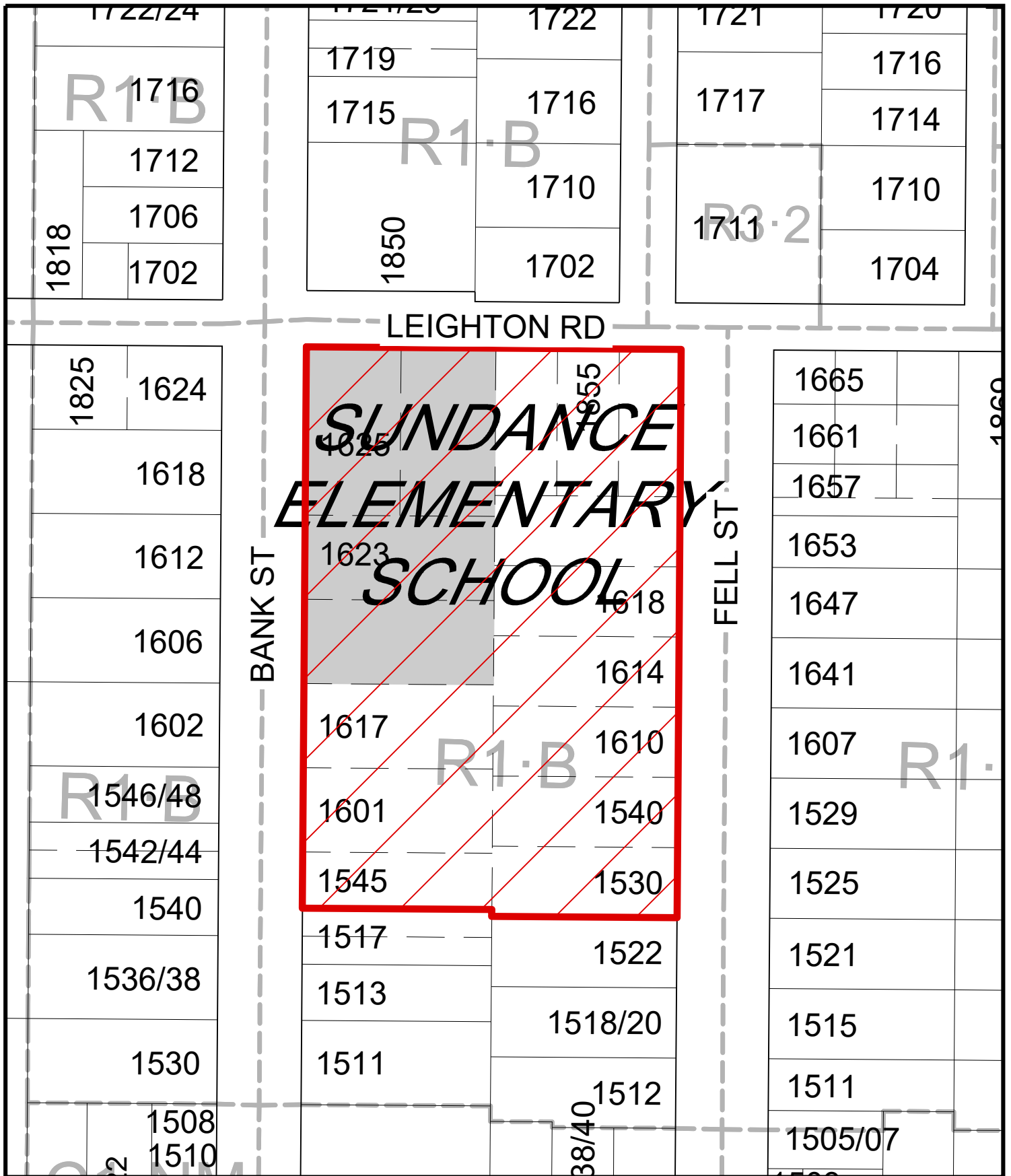
Karen Hoese, Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:

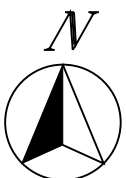
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List of Attachments

- Attachment A: Map
- Attachment B: Aerial Map
- Attachment C: Bank Street School Condition Assessment Report
- Attachment D: Photographs of Heritage Register Schools
- Attachment E: Correspondence with SD61
- Attachment F: Photographs of Bank Street School Exterior and Interior



1623-1625 Bank Street

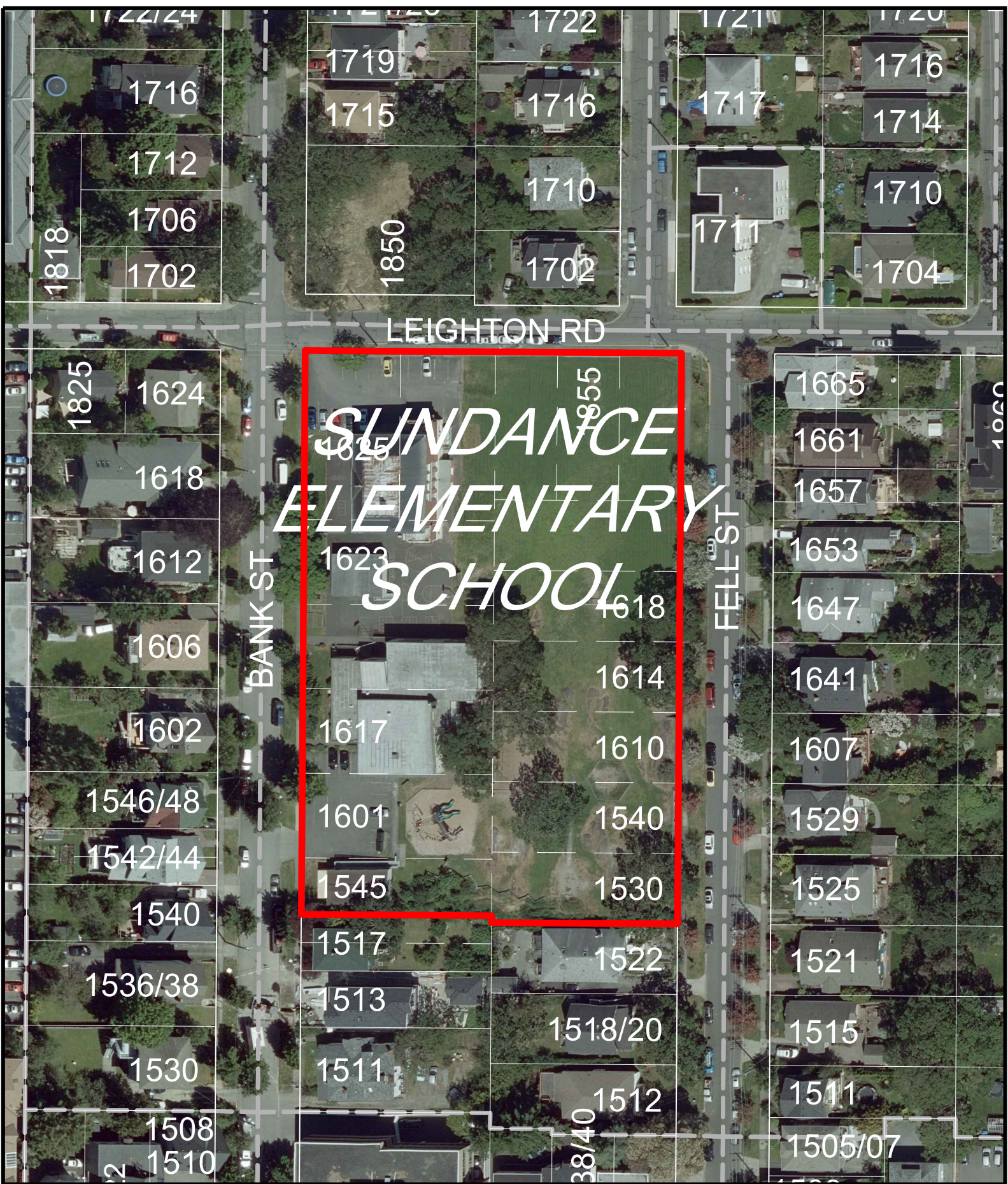


Designated

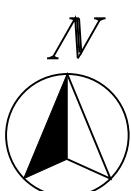


Registered





1623-1625 Bank Street



Designated Registered





BANK STREET SCHOOL CONDITION ASSESSMENT REPORT

Prepared For:

GREATER VICTORIA SCHOOL DISTRICT NO. 61

556 BOLESKINE ROAD

VICTORIA, BC.

Attn:

MARNI VISTISEN-HARWOOD

Prepared by:

D. MATTSON CONSTRUCTION SERVICES

Submittal Date:

23 JULY 2020

File No. 2008

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1 Introduction

1.1 Terms of Reference

This report has been prepared by D. Mattson Construction Services (Consultant) exclusively for the Greater Victoria School District No 61 (Client) in 2020. The content reflects the Consultant's best judgment in light of the information reviewed at the time of preparation. The information, data, recommendations, and conclusions contained in this report are based on conditions revealed through limited visual inspections only and are subject to budgetary, time, and other constraints and limitations contained in the agreement between the Consultant and the Client.

The purpose of this assessment report is to:

- Assess the site, building envelope, building interiors, mechanical and electrical systems and associated components to provide a summation for the general condition of components for upgrading, repairing, or replacement considerations by the Client.
- Address possible building code issues and identify building upgrades for consideration by the Client that may be required to bring the building up to date with regard to the current edition of the building code, construction standards and best practices.
- Identify projects that can be categorized as Health & Safety, Maintenance or Life Cycle Replacement/Upgrades for the reliability of systems and components or whether there would be a health or safety issue, or major loss if it were not repaired/replaced.
- Identify the required scopes of work needed to restore the building to a usable condition for consideration by the Client.

1.2 Background

The subject building was originally constructed circa 1910-11 and served as a public school until approximately 1970. The Victoria College of Art have operated in the building since 1975. Very few upgrades have been conducted to the facility.

Bank Street School is Heritage Registered with the Victoria Heritage Register (VHR). Heritage Registered is not protected by Bylaw and is noted as ineligible for funding by the Victoria Heritage Foundation.

1.3 Scope of Service

D. Mattson Construction Services (DMCS) was retained by Marni Vistisen-Harwood of the Victoria School Board to conduct a field review and assess the roof membrane assembly the building assemblies, systems and components, and prepare this report, with a Class D costing summary of identified major capital projects.

The scope of our service includes discussions with the Client and a walk-through review of the facility to summarize existing conditions necessary to provide this report.

Detailed environmental, civil, structural, mechanical & electrical reviews are outside of the scope of this assessment.

2 Executive Summary

This Condition Assessment Report describes and summarizes a review conducted at the Bank Street School located at 1625 Bank Street, Victoria, BC. The building description summary can be found on page 5.

The building (Cira 1910) has a footprint of $\pm 3650 \text{ ft}^2$ / 340 m^2 . Due to the age of the building, methodology of construction and lack of upgrades, the building requires significant rehabilitation/upgrades to the site, civil works, structural assemblies, all exterior and interior finishes, and the mechanical and electrical systems with regard to code compliance and current conditions.

With regard to code compliance, this will include, but not be limited to, seismic upgrades, building envelope rehabilitation, accessibility standards for people with disabilities, exiting requirements, mechanical HVAC and plumbing, and electrical safety standards. Code compliance would be triggered upon application of a Building Permit.

1. A summary of our key observations found that due to the overall age of the facility:
 - Servicing the water supply, civil and sanitary discharge piping should be anticipated.
 - Most of the asphalt surfaces require maintenance and rehabilitation.
 - As a result of the age of the building materials, the construction detailing and installation practices utilized during time of construction and, repairs and past maintenance practices, all exterior finishes require rehabilitation. Upgrades would include, insulation, exterior sheathing, windows and doors.
 - The roofing materials appear original and require replacement. Roof has leaked in several location over time. The standard for repairs is unknown.
 - No fall protection system in place per WorkSafeBC requirements.
 - Settlement and fractures are present in the concrete foundation around the perimeter of the building.
 - Settlement of the foundation is causing minor spider cracking in mortar joints of the masonry walls.
 - The exterior brick clad walls are load bearing, supporting the floor framing.
 - Interior finishes, components and accessories should generally be considered past the useful service life for the component. Replacement of most interior components should be anticipated.
 - Interior framing would likely have no fire stopping/ fire blocking. There is a significant amount of wall penetrations that require fire caulking in order to comply with the Code.
 - Known hazardous materials are present in the building.
 - Mechanical and electrical systems were not reviewed. However, due to the age of the mechanical and electrical systems and components, we suggest most components are past the useful service life for the component. Replacement of all Mechanical and Electrical components should be anticipated.
 - The original heating and ventilation systems are no longer operational.
 - The facility has no fire protection or, fire alarm installed.
 - The building is not accessible for people with disabilities
 - Field assessment summaries of building components can be found in Appendix A.
2. A general approach to recommendations will result in:
 - Structural design and methodology for underpinning the foundation should be anticipated if any updates are considered.
 - The roof, exterior wall finishes, and components will require removal for seismic upgrading and life cycle replacement. For these upgrades, it should be anticipated most of the components that would need to be removed would be damaged beyond repair or, their ability to be reused.
 - For the removal of most interior finishes/ components a High-Risk hazardous materials abatement is required based on the level of asbestos, lead and vermiculite in the building. Other than wood trims and other similar woodwork, most components would not be suitable for reuse.
 - A major impact for budget and occupancy for any mechanical HVAC, plumbing or, electrical upgrades.
 - A significant cost for design and upgrades to provide accessibility standards for people with disabilities.

3. Notable:

➤ Environmental:

- Soils testing is recommended for the previously removed oil tank if, historical records cannot determine if all contaminated soils were adequately removed.
- Hazardous Materials testing was conducted by Island Environmental Health & Safety Ltd, June 2020. It is noted, most interior wall and ceiling assemblies throughout the school contain asbestos and lead paint. The attic space is insulated with vermiculite and known to contain levels of asbestos. Due to the levels of containment and types of construction a high-risk abatement program is anticipated for the entire school to remove all asbestos, lead and vermiculite.
- Removal of the original brick encased oil-fired boiler will require high-risk abatement.
- The presence of rodent droppings should be anticipated in the wall cavities and attic space. A detailed exposure and abatement plan/program are required.
- The presence of lead should be anticipated in solder joints on the galvanized roof membrane and ornate galvanized metalwork on the building façade as well some paint.
- Further information and clarifications for environmental elements, risk of exposure and recommended abatement can be found in the Appendix D.

➤ Structural:

- The facility is designated "H1 – High Level 1" by the Seismic Risk Assessment report conducted by Stantec 10 September 2018.
- Roof membranes will require full replacement to conduct seismic upgrades to roof decks.
- Structural upgrades to the balloon framed walls, floor diaphragms and stairwell openings will be significant.
- Further information and clarifications for seismic risks can be found in the Appendix E.

4. Budget figures in this report are to be considered Class D cost estimates only. Accurate figures can only be obtained by establishing detailed scopes of work and receiving quotes from qualified contractors and/or, engaging a professional cost consultant.

- Rehabilitation/replacement costs for the building components is indicated in Appendix B.
- For consideration of cost savings, by combining future upgrades and component lifecycle replacement projects, the Owner could realize savings for the repairs to the foundation and concrete floor, envelope systems (i.e. cladding roofing, doors and windows), interior finishes, and mechanical & electrical systems.

5. The following estimated replacement and repair costs are based on existing use, size, construction materials, and associated components of the building and site. All listed costs will change once a complete usage, scope of work, and detailing have been established. Costs provided for demolition are guesstimate values only. A hazardous material survey is required before a demolition permit would be issued by a local jurisdiction.

I. Rehabilitation estimated repair and upgrade costs.

- Building: \$7,534,000 for ±10,950 ft². / 1296 m².

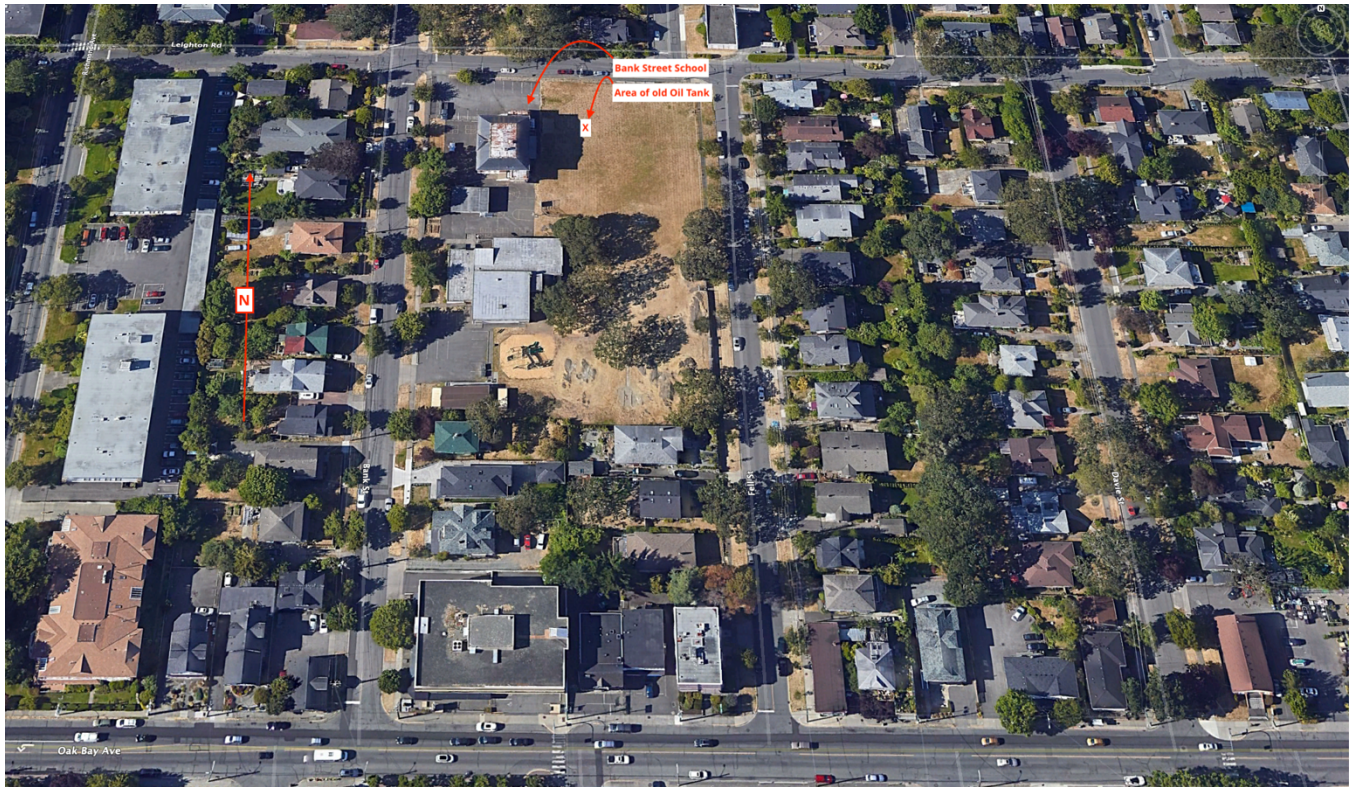
II. As-is estimated building replacement cost.

- Replacement building at \$3500 m².: \$4,536,000 ±10,950 ft². / 1296 m².

III. Demolition estimated costs.

- A budget of \$250,000 should be carried for demolition costs.

2.1 Aerial Photo



2.2 Building Description

- Original construction: Circa 1910.
- Facility is 2 stories with full height basement that extends approximately 2m above finished grade. Construction consists of concrete perimeter foundation with solid brick exterior walls and wood framed interior. Building footprint is approximately $\pm 3650 \text{ ft}^2$ / 340 m^2 .
- The roof is Bellcast Style and consists of slate tile on the pitched surfaces and heavy gauge galvanized sheet metal for the flat roof areas and decorative rooftop capitals. Most roofing materials are original.
- Exterior finishes consist of concrete, clay brick cladding and galvanized metal capitals, cornices and modillions for the architectural detailing. Windows and doors are original. Windows are wood frames and sash with single glazing. Exterior doors and frames are wood.
- Interior wall and ceiling finishes consist of painted plaster. All doors and frames are wood.
- Several interior windows are present throughout to allow for natural light transfer.
- Flooring consists of finished concrete in the basement level and resilient flooring on the main and second floors.
- Mechanical: Plumbing consists of copper supply piping and cast-iron sanitary piping. 3-Washrooms are provided. Heating and ventilation consisted of a garbage burner, an oil-fired furnace and a large single fan air handler and electric base boards.
- Electrical service to the building is underground. Power for the facility is 200A 3-Phase.
- There is a phone and data system by overhead drop.
- Electrical lighting system is comprised of a combination of outdated incandescent lights on the exterior and interior. Most interior lighting remains florescent T12 fixtures.
- Facility is not protected with fire protection sprinklers and is not required by the Building Code. However, for the size and usage of the building it is recommended a fire suppression system be installed to protect the building and contents.

2.3 Scope of Assessments

In preparation of this report, no existing drawings were provided for review. The Seismic Assessment Report and Hazardous Materials Report and were provided for reference. A site visit was conducted on June 23, 2020. The review is visual in nature and conducted to provide an assessment of the roof assembly, roof membrane and, the building envelope.

During our review, we examined, site drainage, visible foundations, exterior elevations, most interior rooms and finishes, major mechanical and electrical components. The attic and roof assembly where not accessible at time of our review.

The SD61 Facilities Manager, representatives from Iredale Architecture and Vancouver Island EH&S and the facility operator attended the site to assist with building access and to provide a snapshot of overall maintenance and history of the building. The Consultant has not been asked to provide updated drawings, site direction, or remediation at this time.

Detailed structural, mechanical, and electrical reviews are outside of the scope of this assessment. No destructive examinations or testing was conducted during the assessment. Our review and assessment methodology are intended to identify existing conditions and life cycle of common building components.

2.4 Expected Useful Service Life

Expected Useful Service Life (USL) time frames referenced for the building components are based on available manufacturer's literature, warranties, theoretical industry standards, Building Owners and Managers Association of BC (BOMA) Preventative Maintenance Guidebook and the Canadian Mortgage and Housing Corporation (CMHC) Life Expectancy Guidelines. All construction systems and components are subject to a wide variety of factors that affect their life expectancy, including quality of materials, quality of installation, environmental conditions and quality of maintenance programs. As a result of these variations, some components may outlive their expected service life, while others may not.

2.5 Component Assessment Information

The facility field assessments found in the appendices of this report provides descriptions of the site, building envelope, building interiors, mechanical and electrical systems and associated components.

- Components are briefly described in the Observations/Comments section of the facility assessment report and are provided with current age, estimated service life and a general condition rating. A description of the general condition rating (GCR) is provided in Table 1 of this report.
- Components that require projects for repair, replacement, or upgrade are highlighted within the Projects section of each facility assessment.
- Projects are itemized with category type and provided with an urgency timeline for scheduling the project(s). A description of the Project Categories and Urgencies are provided in Tables 2 and 3 respectively of this report. Included are cost estimate values within the project sections.
- An Order of Magnitude class D cost estimate is provided on an item by item summary and is located in Appendix B of this report.

2.5.1 GENERAL CONDITION RATINGS (GCR)

The following is a guide to field assessment ratings. The GCR identifies the general condition of a component

Table 1 – General Condition Rating		
Condition	GCR	Definition
Poor Critical	0	Component is at end of useful service life, has either failed, or is at imminent risk of failing. Repair or replacement is recommended within the current year.
Poor	1-3	Component approaching end of useful service life, exhibits significant deterioration and/or has significant issues reported by client / maintenance staff. Repair or replacement is recommended within 1 to 2 years.
Fair	4-6	Component exhibits minor deterioration and/or has issues reported by client / maintenance staff and requires attention. Repair or replacement is recommended within 3 to 5 years.
Good	7-9	Component does not exhibit deterioration and/or does not have significant issues reported by client / maintenance staff and does not require immediate attention. Repair or replacement is typically recommended in alignment with component lifecycle within 6 to 10 years.
Good New	10	Components that do not have significant deterioration and do not have any lifecycle replacement events recommended within 10 years.

2.5.2 PROJECT CLASSIFICATIONS

The following is a guide to classify project categories. Deficiencies are identified with four category types.

Table 2 – Project Categories		
Category	Type	Definition
Health & Safety	1	Projects required to eliminate potential health and safety danger. Repair or replacement is recommended within current year. Projects are highlighted yellow.
Component Restoration	2	Projects required to return components to designed operational standards and extend useful service life.
Arrest Deterioration	3	Projects required that, if not attended to, will result in continued deterioration and could lead to failure of the component.
Operational	4	Projects required to maintain either the appearance or operation of a component.
Maintenance	5	Projects allocated for scheduled routine maintenance.

2.5.3 PROJECT URGENCY LEVEL

The following is a guide to identify urgency of the scheduling for project categories.

Table 3 – Project Urgency Timeline	
Urgency	Definition
0	Immediate. Repair, replacement or maintenance is recommended within current year.
1	Project for repair, replacement, or maintenance is recommended within 1 to 2 years.
2	Project for repair, replacement, or maintenance is recommended within 3 to 5 years.
3	Project for repair, replacement, or maintenance is recommended within 6 to 10 years.

2.6 Limitations

This report is based on visual observations and data acquired from the Client and is limited to major items and maintenance activities. We note private property was not inspected. Site reviews are conducted by visual observation only. Unless otherwise agreed in writing by the Consultant, this report shall not be used to express or imply warranty to the property for a particular purpose.

Budget figures in this report are to be considered Class D cost estimates only and are our opinion of a probable current dollar value for typical market rates and maintenance requirements.

Accurate figures can only be obtained by establishing a scope of work and receiving quotes from qualified contractors and/or, engaging a professional cost consultant.

Please note that any conclusions, recommendations, or opinions of probable costs presented in this report must be viewed in light of the information available from the data obtained from the Client and the visual examination completed during our field review.

The work reflects the Consultant's best judgment in light of the information reviewed at the time of preparation and is not providing advice about mould, mildew, pollutants, contaminants or other hazardous materials. It is recommended that an Environmental Consultant be retained for these services.

Any use that a third party makes of this report, or any reliance on decisions to be made based on it, are the responsibility of those third parties. The Consultant's accept no responsibility for damage, if any, suffered by any third party due to decisions made or actions taken based on this report.

3 Assessment Summary

- **Site:** is generally flat and in fair condition. The adjacent field was not reviewed. Field maintenance is the responsibility of French school district, Conseil scolaire francophone de la Colombie-Britannique.

Projects are recommended for;

- Servicing the water supply, civil and sanitary discharge piping.
- Maintenance and rehabilitation of the asphalt surfaces.
- Surveying the Civil Sub-soil water and sanitary discharge.
- Soils testing recommended for the previously removed oil tank.

- **Roof / Exterior Finishes / Building Envelope:** appear to be all from original construction. All exterior finishes are in poor condition and past the estimated service life (ESL) of the component. The building has never had any structural upgrades.

Projects are recommended for;

- Roofing and associated components (seismic upgrading), fall protection and maintenance.
- Exterior finishes require replacement/rehabilitation/maintenance of all building envelope assemblies and exterior openings.
- Seismic upgrades to the wall and roof assemblies will be required as outlined in the BC Building Code.
- Building insulation. Heat loss/gain is significant on this building due to the lack of insulation.
- Hazardous materials abatement.

- **Interior Components:** most interior components are from original construction, well used and past the ESL of the component. There is visual presence rodent activity in the building.

Projects are required for;

- Wall repairs/rehabilitation /seismic updating, insulation upgrades and painting.
- Firestopping and fire caulking.
- Flooring replacement and seismic upgrading.
- With regard to the Building Code and fire rated assemblies numerous wall and ceiling assemblies do not meet the intent of the building code and require updating the assembly to achieve the required fire rating of the assembly.
- Hazardous materials abatement.

- **Mechanical systems:** are from original construction excluding, the baseboard heaters and hot water tank. Existing equipment/components are generally past ESL and would likely require replacement.

Mechanical Projects are required for;

- Mechanical ventilation and plumbing systems upgrades are required in order to conform to Code.
- Fire Dampers, Firestopping and fire caulking.
- Building has no fire protection and is recommended.

- **Electrical systems:** Although most of the electrical system is not from original construction as the facility was originally constructed without electricity, most of the electrical equipment is past ESL.

Electrical Projects are required for;

- Scheduled maintenance of all switch gear.
- Electrical Inspections of all equipment.
- Electrical Service and lighting upgrades.
- Life safety systems, fire alarm and the exit and emergency lighting systems are required in order to conform to Code.

4 Recommendations

This document provides an inventory of infrastructure and building components, a snapshot of the condition in relation to life expectancy and formulates a program of capital renewal projects over a five-year window. For this document to be of value, the plan must be revisited every year, by Staff to review projects completed, changing conditions/demands, changing priorities, and to amend the planning spreadsheet to provide for the next five-year plan. Focus will always be on preparing projects for the next capital year. The primary reference document will not need revision for five years and then only subject to amendment for significant changes that have occurred.

-END-

5 Appendices

A. FIELD ASSESSMENT SUMMARY

B. CLASS D COSTING SUMMARY

C. ADDITIONAL PROJECT PHOTOS

D. HAZARDOUS MATERIALS REPORT - Island EH&S

E. SEISMIC RISK ASSESSMENT – Stantec

Attachment A - Photographs



Front (West) and Rear (south) Elevation



Rear (south) elevation



South Entrance



Rear (East) Elevation



Side (north) elevation



Garry Oak



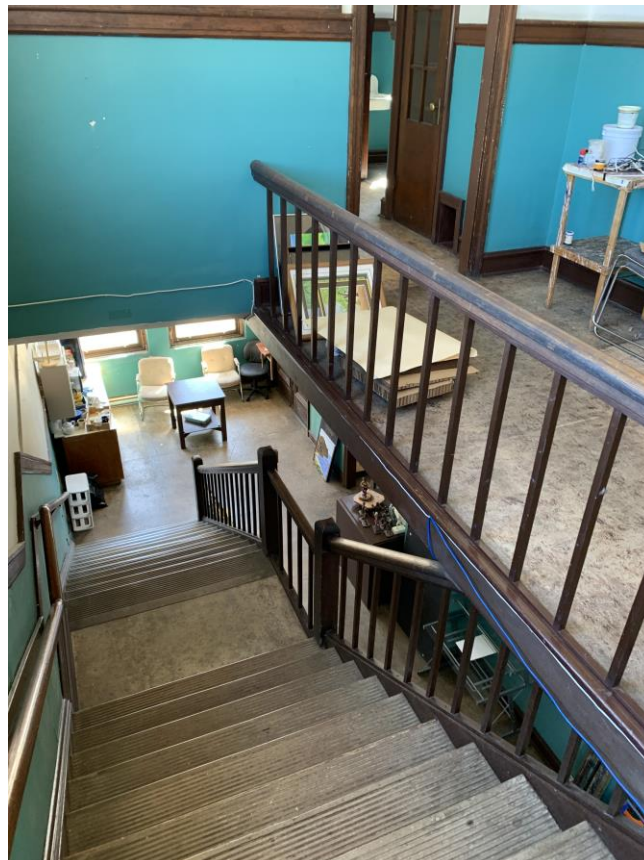
Crack in Brickwork



Second Storey Hallway



Classroom on Upper Storey



South Staircase from Upper Storey to Main Storey



Ceiling patches



Main Entrance



Washrooms with Slate Dividers at Ground Level



Basement Workshop Area

**Sustainable
Planning and
Community
Development
Department**

**Development Services
Division**

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August 20, 2020

Ms. Marni Vistisen-Harwood
Manager, Capital Planning and Implementation
Greater Victoria School District No. 61
556 Boleskine Road
Victoria, BC V8Z 1E8

Email: mvistisen@sd61.bc.ca

Dear Ms. Vistisen-Harwood,

Re: 1623-1625 Bank Street – Protection of the Building until November 15

Thank you for your email of August 12, 2020 confirming that School District No. 61 will postpone demolition and continue to preserve the heritage-registered Bank Street School at 1623-1625 Bank Street until at least November 15, 2020.

The additional time provides City staff the opportunity to present a report to Council describing the full range of challenges involved in rehabilitating the building, and to continue discussions with your team over possible conservation options.

Thank you for your cooperation to date and for providing staff with the opportunity to tour the building in person on July 29.

Regards,

A handwritten signature in black ink, appearing to read "K Hoese".

Karen Hoese
Director
Sustainable Planning and Community Development
City of Victoria

Attachment A - Photographs



Front (West) and Rear (south) Elevation



Rear (south) elevation



South Entrance



Rear (East) Elevation



Side (north) elevation



Garry Oak



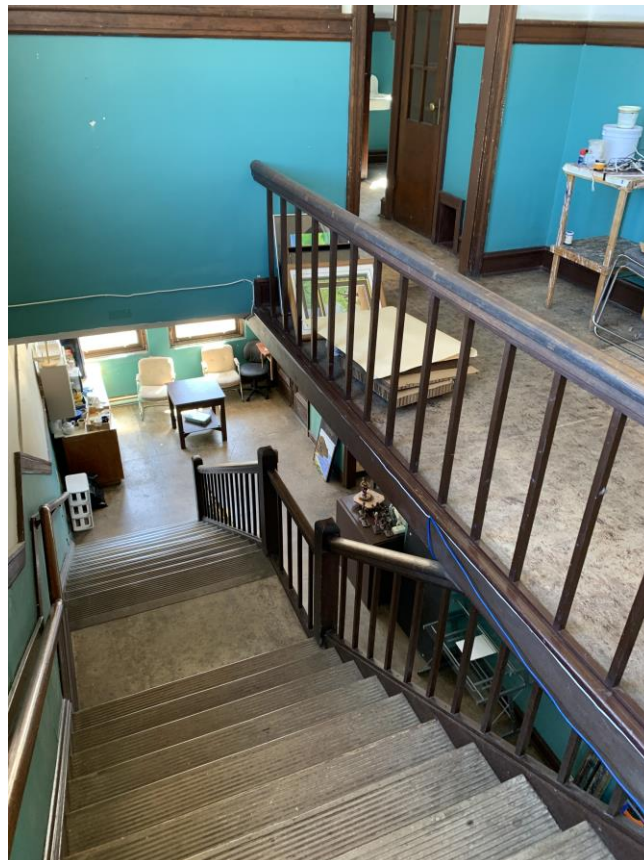
Crack in Brickwork



Second Storey Hallway



Classroom on Upper Storey



South Staircase from Upper Storey to Main Storey



Ceiling patches



Main Entrance



Washrooms with Slate Dividers at Ground Level



Basement Workshop Area