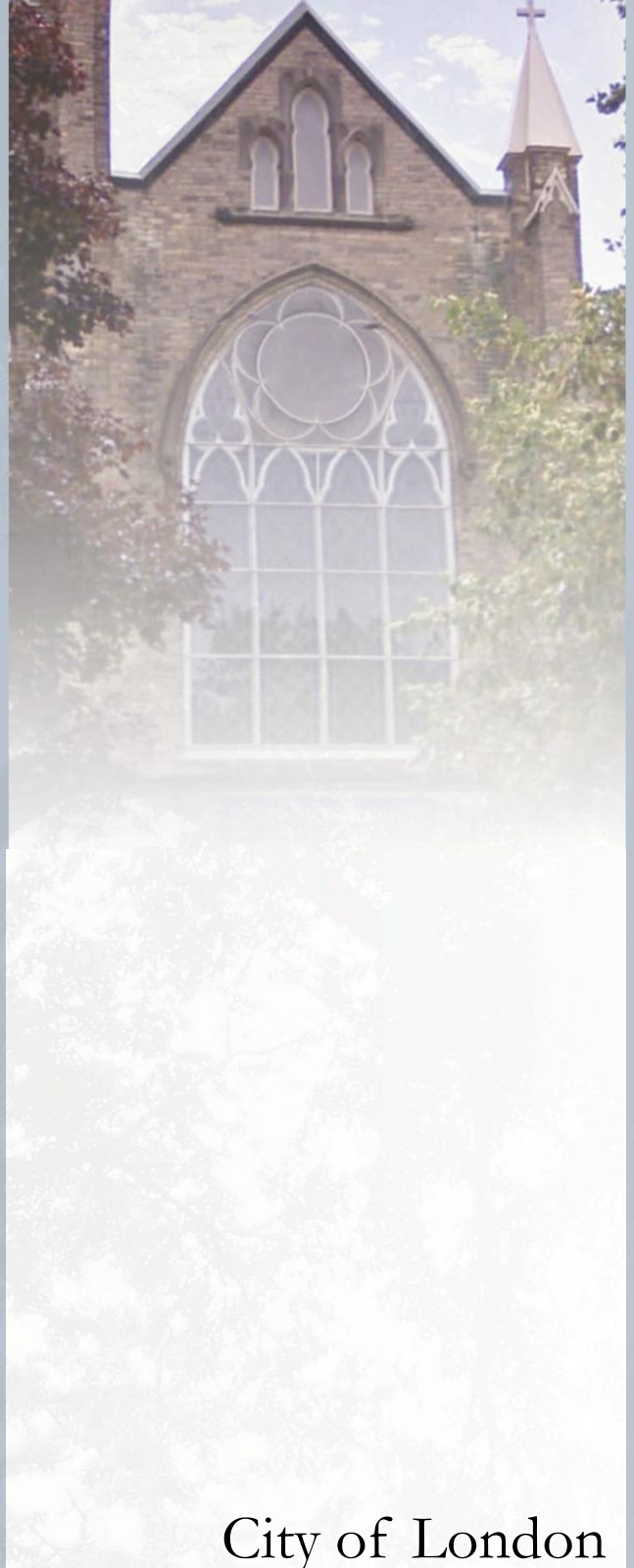




Nancy Z. Tausky,  
Heritage Consultant



City of London

# Wortley Village-Old South Heritage Conservation District

Plan + Guidelines / September 2014

Final

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# 1 INTRODUCTION

## 1.1 ACKNOWLEDGEMENTS

We would like to acknowledge the many people beyond the project team who contributed a significant amount of time and effort in the preparation of both the Wortley Village-Old South Heritage Conservation District Study and the Wortley Village-Old South Heritage Conservation District Plan. The participation of the residents of Wortley Village-Old South has been extremely valuable and we would like to extend our appreciation to those who attended the public meetings and responded to questionnaires throughout the project. Thank you also to the Old South Community Organization (OSCO) for their support and continued commitment to the project. We wish to extend our gratitude to the endless support and enthusiasm that the Steering Committee has shown throughout the duration of the Study and Plan.

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**Ecoplans, a member of the MMM Group Limited**

**Nexus Architects**

**GSP Group Inc.**

**Nancy Z. Tausky Consultants**

**Golder Associates Limited**

## 1.2 BACKGROUND

In June, 2006, property owners and community members in the Old South neighbourhood of London were invited to attend a public meeting to explore the possibility of Heritage Conservation District (HCD) designation. Support for this endeavour by the meeting attendees was strong. Subsequently, in September, 2009 a request was received by the Planning Department from the President of the Old South Community Organization (OSCO). This request was for Old South Neighbourhood to be the next area considered for the designation as an HCD as envisaged by the City's priority list for the study of HCD areas in the City of London.

On, November 9, 2009, Municipal Council approved City staff's recommendation that the Old South area become the next area considered for designation under Part V of the *Ontario Heritage Act*.

The formal initiation of the Wortley Village-Old South Heritage Conservation District Study began in March 2010, at which time Ecoplans, a member of the MMM Group Limited in association with Nexus Architects, GSP Group Inc., and Golder Associates and Nancy Z. Tausky, Heritage Consultant, were retained to undertake the Study, or Phase 1 of the process.

Phase 1 of the project focused on the inventory and assessment of architectural and streetscape characteristics, along with research and analysis of the historical and planning context of the area. Public meetings were held on June 16, 2010 and on October 26, 2011. Community feedback indicated that there was a strong desire from many residents to be included within the proposed HCD and a detailed review of the architectural and streetscape character, as well as the historic research, supported the expansion of the boundary.

Phase 1 was completed in December 2011 and concluded that the expanded study area met the City's Official Plan criteria for designation as an HCD under Part V of the Ontario Heritage Act. As a result of the conclusions of the HCD Study's, City of London Council approved the initiation of Phase 2 to prepare the Heritage Conservation District Plan and Guidelines for Wortley Village-Old South.

Ecoplans, a member of the MMM Group Limited, in association with Nexus Architects, GSP Group Inc., and Nancy Z. Tausky Consultants was retained to complete Phase 2, the HCD Plan and Guidelines, of the project, which began in July 2009. As in Phase 1, a Steering Committee composed of local residents, representatives from LACH and City of London staff has also provided input and assistance.

Phase 2 will also have significant public involvement, including meetings with the Steering Committee, LACH, questionnaires and a formal public meeting. These were used to inform local residents and property owners about the Conservation Plan, its guidelines and recommendations and, more importantly, to obtain input from these parties and identify issues and concerns. To date, a meeting with the steering committee was held on July 25, 2012 to initiate Phase 2 of the project and to allow the group to ask questions and provide input early on in the Plan and Guideline development. A public meeting was held on September 13, 2012. Approximately 60 people attended the meeting, which was comprised of a presentation and question and answer period relating to the proposed HCD Plan and Guidelines.

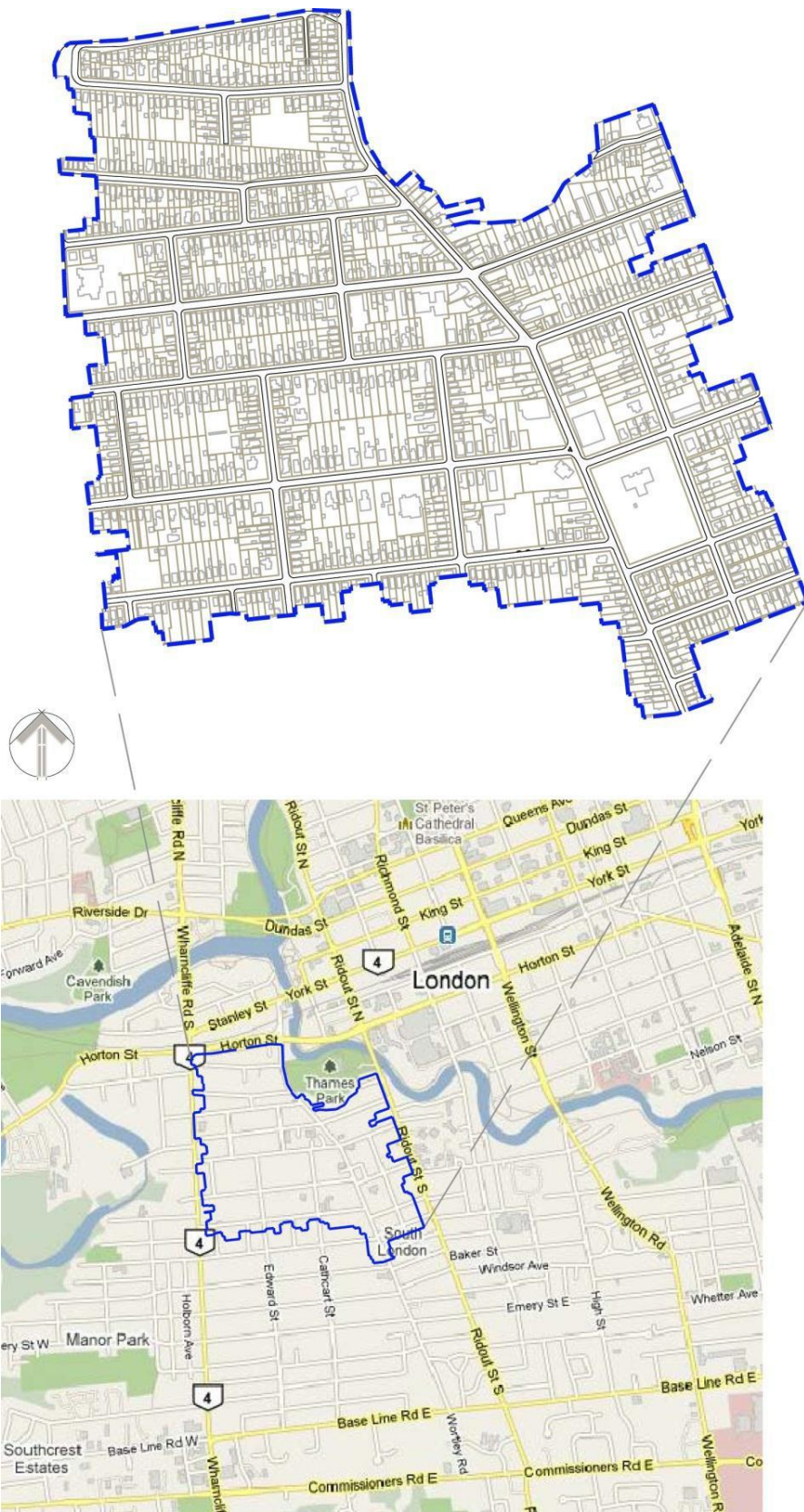


Figure 1: Location of the proposed Wortley Village-Old South HCD within the City of London

### 1.3 PURPOSE OF THE HERITAGE CONSERVATION DISTRICT PLAN

HCDs offer long-term protection to defined area of significant cultural heritage value or interest. The ability to designate HCDs is provided under Part V of the Ontario Heritage Act, R.S.O., 1980, c.337 (as amended) in the Province of Ontario, and further guidance regarding HCD evaluation and designation is provided by local Official Plans. The Ontario Heritage Act also states that if a by-law designating an HCD has been passed, the municipality “shall adopt” an HCD plan for each district that is designated.

Specific contents of an HCD plan, as stated by the Ontario Heritage Act, are to include:

- a) A statement of objectives to be achieved in designating the area as a Heritage Conservation District;
- b) A statement explaining the cultural heritage value or interest of the Heritage Conservation District;
- c) A description of the heritage attributes of the Heritage Conservation District and of properties in the Heritage Conservation District;
- d) Policy statements, guidelines and procedures for achieving the stated objectives and managing change in the Heritage Conservation District; and
- e) A description of the alterations or classes of alterations that are minor in nature and that the owner of property in the Heritage Conservation District may carry out or permit to be carried out on any part of the property, other than the interior of any structure or building on the property, without obtaining a permit.

The Wortley Village-Old South Heritage Conservation District Plan is intended to assist in the protection and conservation of the unique heritage attributes and character of the area, as identified in the Phase 1 study. The HCD study provided the historical and architectural rationale for HCD designation according to the policies of the City of London Official Plan and the Ontario Heritage Act.

The purpose of the HCD Plan is to establish a framework by which the heritage attributes and cultural heritage value or interest of Wortley Village-Old South will be protected and conserved, as well as managed and enhanced as the community evolves and continues to changes over time. It will provide residents and property owners with clear guidance regarding appropriate conservation, restoration, and alteration activities and assist municipal staff and Council in reviewing and making decisions on Heritage Alteration Permit and development applications within the HCD. Specific requirements to be included in the HCD Plan are as follows:

- Description of the cultural heritage value or interest of the HCD identifying the heritage attributes of the HCD;
- The physical, social and economic goals of the HCD designation;
- Policies and guidelines that will identify the methods to conserve the HCD; and
- Implementation strategies and tools to help identify the steps necessary to implement the conservation of the HCD.



## 1.4 FORMAT OF THE HERITAGE CONSERVATION DISTRICT PLAN

The Wortley Village-Old South HCD Plan is organized as follows:

### PART A – OVERVIEW

- Background and purpose of HCD Plan;
- Statement of Cultural Heritage Value or Interest for Wortley Village-Old South HCD;
- Recommended HCD boundary; and
- Goals and objectives.

### PART B – POLICIES

- Overview of conservation principles, goals and objectives that provide the framework for the Plan and Design Guidelines;
- Policies to provide direction for the management of change in the Wortley Village-Old South HCD; and
- A description of the Heritage Alteration Permit approvals process along with information on where to obtain assistance and advice when contemplating work.

### PART C - GUIDELINES

- Architectural design guidelines relating to future alterations, redevelopment or other changes to built form;
- Conservation guidelines to assist property owners when undertaking maintenance, restoration or alteration of the heritage features of their buildings; and
- Landscape design and conservation guidelines to provide information and assistance for various landscape activities associated with both public and private outdoor space.

### PART D – HELPFUL RESOURCES

- Glossary and definitions;
- Information and reference sources; and

## 1.5 IMPLICATIONS OF HERITAGE CONSERVATION DISTRICT DESIGNATION

HCDs focus on the conservation of a collective area to help retain the key heritage attributes (including functional and visual attributes) that contribute to the cultural heritage value or interest of the area. An HCD can include buildings, the natural and landscapes, roads, trails, lighting and other features that contribute to the area’s cultural heritage value. When an area is designated as an HCD, it means that its heritage attributes are protected, but it does not mean that an area is ‘frozen’ in time or intended to be restored to some specific historical period or style.

Generally, it is the streetscape that is the focus of an HCD – as a result, policies and guidelines are put in place to provide direction about what kinds of alterations, additions or new construction will be considered appropriate. Heritage Alteration Permits are generally required for major alterations and additions that are visible from the street or other public spaces such as parks, as well as new construction. Minor alterations, or additions and renovations to the side or rear of buildings may not require Heritage Alteration Permits if they are not visible from streets or public spaces, although conservation guidelines may still be provided to assist with maintenance and repair of certain elements. The interior of buildings is not affected in any way within an HCD. However, if a property is also designated under Part IV of the Ontario Heritage Act, a Heritage Alteration Permits may be required to undertake certain interior work.

The public realm is also usually affected in an HCD; guidelines and policies are generally established for street trees, lighting, boulevards, signage and other such infrastructure. This is to ensure that when a municipality undertakes public infrastructure improvements or changes, they do not have a negative impact on the heritage attributes of the HCD, or any potential impacts are mitigated.

Designation as an HCD can provide the following benefits to property owners:

- The protection and management of heritage assets including architecture, landscape and history;
- Additional information and guidance to homeowners who are undertaking restoration, renovation and redevelopment;
- A source of new promotion and tourism initiatives such as walking tours, interpretive features;
- Increased community stability; and
- A sense of community pride.

Although HCD designation does put additional policies and guidelines in place, along with a more stringent review/approvals process, residents should not view designation as overly restrictive, cumbersome or an imposition on property rights, but rather as an opportunity to retain and enhance an area’s most unique and attractive heritage attributes and cultural heritage value for the overall benefit of themselves and the community and city as a whole.



## 2 WORTLEY VILLAGE-OLD SOUTH HERITAGE CONSERVATION DISTRICT

### 2.1 REASONS FOR DESIGNATION

An HCD is a part of a community that shares both a common development history and a series of architectural and landscape features. London's Official Plan (13.3.1) lists the specific criteria that are to be considered in the evaluation of an area for designation as an HCD:

- a) The association of the area with a particular historical event or era that is unique to the community;
- b) The presence of properties that are considered significant to the community as a result of their location or setting;
- c) The presence of properties representing a design or method of construction which is architecturally and/or historically significant to the community, region, province or nation;
- d) The presence of properties which collectively represent a certain aspect of the development of the City which is worthy of maintaining; and
- e) The presence of physical, environmental or aesthetic elements which, individually, may not constitute sufficient grounds for the designation of a Heritage Conservation District, but which collectively are significant to the community.

### 2.2 HERITAGE CONSERVATION DISTRICT BOUNDARY

Phase 1 of the Wortley Village-Old South Heritage Conservation District Study concluded that the logical HCD boundary extends to Horton Street and Thames Park to the north and to the properties located along Duchess Avenue and Tecumseh Avenue East to the south. The western boundary of the HCD follows the back property line of the properties fronting Wharnccliffe Road South, while the eastern boundary jogs to incorporate properties fronting Ridout Street South from Ingleside Place to Elmwood Avenue East, where the boundary then turns to the west to follow the back of the properties fronting Ridout Street. The recommended boundary incorporates the majority of the originally proposed boundary, with the exception of the residential properties fronting McKenzie Avenue and two (2) more modern apartment blocks at 89 and 95 Ridout Street South.

The rationale for the proposed Wortley Village-Old South HCD boundary is based on the following:

- The lands within the boundaries of the recommended HCD generally held recognizable suburban streetscapes by 1915 and had mainly achieved their present built form before World War II;
- Despite some redevelopment, the HCD contains a large concentration of recognizable architectural styles and features that are consistent with the styles and methods of construction associated with the era in which they were developed;
- The HCD includes several long-standing landmarks such as the London Normal School and others that contribute positively to the cityscape and the identity of the HCD;

- The HCD incorporates many of the key properties previously listed or designated in London and will allow the protection of these cultural heritage resources and landscape features that contribute to the streetscape as a whole.

## 2.3 STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

### 2.3.1 Historic Context

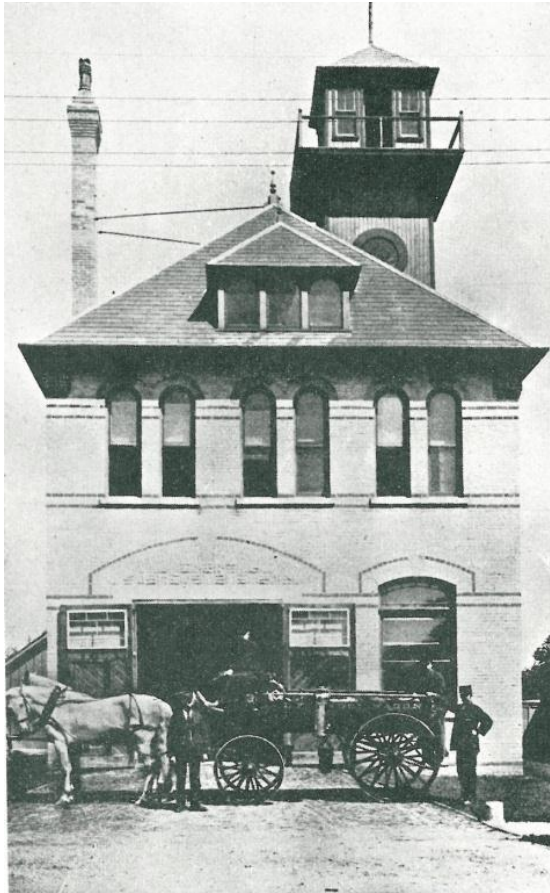


Image 1 - No. 3 Fire Station C. 1900. Source *Illustrated London*

The area encompassed within the HCD has a long history as a residential suburb of London with an independent village character. This history is reflected in the concentration and stylistic mixture of historic properties dating from the area's formative years between *circa* 1850 and 1930. These generally well preserved historic homes and institutional buildings, along with the rather haphazardly incremental character of the Wortley Road commercial centre, give the area both visual and cultural distinctiveness required for an HCD.

From the time of London's founding just north of the Thames River, the area immediately south of the river, then in Westminster Township, functioned as a residential appendage to its more urban neighbour. First a pastoral home for the country estates of some of London's more privileged citizens, it gradually became a middle class suburb dominated by notably large houses built by the city's more successful entrepreneurs and stylish homes of a moderate size built to accommodate its successful civil servants and artisans; an *Advertiser* article dating from 1888 praised its "splendid residences," "fine views," and "magnificent grounds." By this time a process of intensification had begun which

was to accelerate during the next half-century: one storey cottages began to proliferate along with more substantial two storey homes, all in then fashionable

styles and usually on smaller lots as the older holdings were further subdivided. The lands within the boundaries of the HCD generally held recognizable suburban streetscapes by 1915 and had mainly achieved their present built form before World War II.

Commercial enterprises, mainly designed to cater to neighbourhood needs, began to be interspersed with homes along Wortley Road in the early 1870s. The HCD took on a more dominant commercial character during the second half of the twentieth century, with the interposition of more businesses, more large-scale buildings and, especially in recent decades, more enterprises seeking a city-wide clientele. Commercial activity developed somewhat later along Wharnccliffe Road, to the west of the HCD, and catered earlier to citywide businesses depending on vehicular transport; buildings along Ridout Street, bordering the HCD to the east, are still largely residential.



With the exception of the modest Wortley Village Commercial Area, the surrounding neighbourhood has remained insistently residential. Most institutional and landmark buildings such as schools and churches were designed to service area residents. The most striking exception is the former Normal School, designed to educate teachers within the entire London region. It is perhaps somewhat ironic, therefore, that this impressive building has come to serve as the logo and its grounds as the gathering place for the Old South Community Organization.

Despite the fact that much of the area south of the Thames River was annexed to the City of London in 1890, Old South has retained a strong sense of its individual identity, and the Wortley Village area still serves as its focal point and gathering place. While most of the residential neighbourhood within the HCD is characterized by a high degree of architectural authenticity, the commercial strip along Wortley Road is a somewhat untidy mixture of altered residences and of old and new purpose-built structures built to differing scales. Unplanned and accidental as it appears, this very informality seems to foster the relaxed atmosphere that makes Wortley Village the social and commercial hub of the extended neighbourhood it serves and an increasingly inviting venue for the city beyond.

### 2.3.2 Architectural Character



*Image 2 - Monica Apartments, 113 Elmwood Avenue, 2010*

The architectural character of the HCD is established by the recurring use of consistent building materials, forms and details in the majority of the properties within the HCD. That character is to some extent shared with neighbouring areas of London that were built at the same time using similar materials and craftsmanship, but is also unique to the Wortley Village-Old South HCD, like a fingerprint or snowflake, with a combination of buildings and landmarks not repeated anywhere else. The building form and details are largely dictated by Victorian tastes, although there are many examples of other architectural styles.

Where there are exceptions to the consistent pattern, the exceptions are either not significant enough to detract from the prevailing pattern, or are noteworthy because of their added appeal to the architectural assets of the HCD.

The architectural character of the area is strengthened by the significant, large buildings forming the commercial area along Wortley, and

the concentration of churches, schools and the London Normal School all close to the Wortley Road commercial area to form a visual core of landmark buildings. It is significant also that these major landmark buildings are all of the same vintage as each other and of the surrounding residential properties. The design details that embellish the exterior of the landmark buildings are repeated, sometimes in less grand scale, in the houses.

There is a slight concentration of the most significant buildings in the core area near Wortley Road, however, the presence of Victoria Public School on Wharncliffe provides a landmark bookend to identify the architectural and community western boundary to the HCD.

### 2.3.3 Streetscape Character

With its grid of linear streets and generally consistent building scale and setbacks, there is a strong rhythm and coherent character within the streets of Wortley Village-Old South HCD. While the maturity and size of trees found on public property vary from large and majestic, to newly planted specimens, the combination of trees in the public realm and those that exist on private property contribute greatly to the leafy canopy lining the streets of the HCD; this combination of public and private trees gives most of the streets within the residential areas of the neighbourhood a generally enclosed feeling and contributes to the comfortable and friendly pedestrian environment of the neighbourhood.

Yards are well maintained with gardens and foundation plantings, trees and other landscape features including fences, hedges and pillars to delineate private space. The HCD contains a variety of open spaces, from the long standing neighbourhood parks located on Duchess Avenue and Victor Street, which provide green space for the local community, to the historical grounds associated with the Normal School and the Elmwood Lawn

Bowling Club; there are also the gardens connected with many of the church properties, which offer smaller, more intimate places of outdoor refuge.

The exception to the consistent streetscapes within the HCD lies along Wortley Road itself. As the commercial spine of the village, it differs in use and appearance to the residential fabric of the neighbourhood. The

commercial core is, however, congruent with the rest of the

HCD in terms of its scale, its sense of place and its comfortable pedestrian character.



*Image 3 - View of Theresa Street looking towards Bruce Street*

Overall, the Wortley Village-Old South HCD is rich with historical, architectural and landscape treasures that contribute to the cultural heritage value or interest of the HCD. The HCD has benefited from residents that highly value the history and the character of their neighbourhood, and the pride that they hold for their homes and their village is evident within its streetscapes. Change is, however, inevitable, and changes to built form and the streetscape have occurred for a number of reasons including adaptive re-use, infill, and utility upgrades; while often times these changes are sensitive to the cultural heritage value or interest of the HCD, there are also examples where the cultural heritage value or interest has been greatly altered and even lost. By designating the area as the Wortley Village-Old South HCD, valuable heritage resources can be both conserved and interpreted while still allowing for the necessary and appropriate evolution of the neighbourhood in a manner that links the past, present and future.



## 3 HERITAGE CONSERVATION DISTRICT GOALS, OBJECTIVES & PRINCIPLES

### 3.1 GOALS AND OBJECTIVES

The following goals and objectives provide the framework for the protection and conservation of Wortley Village-Old South's unique heritage attributes and cultural heritage value over the long-term, and are integral to the HCD Plan and Guidelines.

#### 3.1.1 Overall Heritage Conservation District

**Goal:** *Recognize, protect, enhance and appreciate Wortley Village-Old South's cultural heritage resources, including buildings, landscapes and historical connections, and value their contribution to the community by:*

- Identifying an HCD that incorporates the key historical, architectural and contextual attributes of Wortley Village-Old South;
- Encouraging the retention, conservation and adaptation of the HCD's cultural heritage resources and heritage attributes, as described in the Study and Plan, rather than their demolition and replacement;
- Providing guidance for change so that the heritage attributes and cultural heritage value of the HCD is conserved, maintained and, wherever possible, enhanced; and
- Identifying and building community awareness of unique or significant heritage attributes and appropriate means of conservation.

#### 3.1.2 Buildings

**Goal:** *Avoid the destruction and/or inappropriate alteration of the existing building stock, materials and details by:*

- Establishing policies and design guidelines to ensure new development and alterations are sensitive to the heritage attributes and details of the HCD and are based on appropriate research and examination of archival and/or contextual information;
- Strongly discouraging the demolition of cultural heritage resources and the removal or alteration of heritage attributes;
- Encouraging individual property owners to understand the broader context of heritage conservation, and recognize that buildings should outlive their individual owners and each owner or tenant should consider themselves stewards of the building for future owners and users;
- Encouraging sensitive conservation and restoration practices that make gentle and reversible changes, when necessary, to significant cultural heritage resources;
- Encouraging improvements or renovations to "modern era" resources that are complementary to, or will enhance, the HCD's overall cultural heritage value and streetscape; and

- Providing homeowners with conservation and maintenance guidelines and best practices so that appropriate conservation activities are undertaken.

### 3.1.3 Streetscape

**Goal:** *Maintain and enhance the visual, contextual and pedestrian oriented character of Wortley Village-Old South's streetscape and public realm by:*

- Recognizing that the HCD's cultural heritage resources includes streets, parks, trees, open spaces, street furniture, signs and all manner of items that contribute to the visual experience of the community, whether public or privately owned;
- Maintaining existing street trees, vegetation and boulevards and develop replacement programs where necessary to ensure tree canopy retention over time;
- Establishing a common 'language' of streetscape elements that will complement the heritage attributes of the HCD and create greater continuity where disparate land uses and built forms exist; and
- Identifying opportunities for interpretive features that can bring awareness of the HCD's heritage attributes to residents and visitors.
- Providing guidance for the development of new buildings to ensure that new development is compatible with, and supportive of the cultural heritage value or interest and heritage attributes of Wortley Village-Old South HCD.

### 3.1.4 Land Use

**Goal:** *Maintain the low-density residential character of the Wortley Village-Old HCD as the predominant land use, while recognizing that certain areas of the HCD already have or are intended for a wider range of uses by:*

- Ensuring that appropriate Official Plan policies, designations and zoning regulations are in effect that support the residential community;
- Establishing policies that will consider and mitigate the potential impacts of non-residential or higher intensity residential uses on the cultural heritage value or interest of low-density residential areas;
- Developing area or site-specific policies and guidelines for those areas intended for non-residential or higher intensity residential uses that will protect heritage attributes, while allowing greater latitude for potential alterations or redevelopment; and
- Ensuring that infill development or redevelopment is compatible with the cultural heritage value or interest and heritage attributes, and pedestrian scale of the HCD.

### 3.1.5 Process

**Goal:** *Ensure that the Heritage Alteration Permit approvals process for the Wortley Village-Old South HCD is effective, streamlined and easily understood by:*

- Describing which types of alterations or classes of alterations will and will not require a Heritage Alteration Permit.
- Providing property owners with relevant information (e.g. - terminology, checklists, graphics, etc.) to simplify applications for Heritage Alteration Permits, when required;
- Identifying potential funding, grant or rebate programs that exist or should be considered that will assist homeowners in completing heritage-appropriate conservation activities; and

- Clearly establishing the roles and responsibilities of those involved in the approvals and decision making process.

## 3.2 PRINCIPLES

Heritage conservation is a complex issue involving many interests including property ownership, politics, economics, land use planning, construction, aesthetics, history and a host of less tangible or quantifiable issues such as community relations, pride, genealogy and others. The wide-spread demolition of cultural heritage resources and loss of cultural landscapes results in the loss of history and consequently, community identity. While the intent is to conserve cultural heritage resources and the landscape in an HCD, it is also recognized that in special circumstances that the demolition of some resources may be required. Demolition is a final, irreversible act. Conservation is a continuous process that requires commitment and guidance. Figure 3, Architectural Ratings Map, of this document identifies existing properties and their contribution to the cultural heritage value or interest of the Wortley Village-Old South HCD, and may be used as a guide to determine whether to conserve, restore or replace an existing resources with respect to their contributions to the overall cultural heritage value or interest of the HCD.

Policies and guidelines are important elements to help manage change in the Wortley Village-Old South HCD but they cannot be expected to cover all situations. The achievement of universal goals or processes for all heritage conservation projects would also be both impossible and undesirable. However, certain principles of heritage conservation have been accepted by most professionals and practitioners to guide their decisions. In situations where the policies and guidelines of this Plan do not adequately address specific issues, the following principles, adapted from the principles of the *Venice Charter for Conservation* (1964), as well as Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada*, provide underlying direction.

### 3.2.1 Conserve the Historic Context

A cultural heritage resource or cultural landscape represents the individuals and periods from history that have been associated with it. The building or landscape records the original architect, landscape architect and builder's intentions as well as the historic forces that were at play when it was created or built. Subsequent alterations also record the historic context at the time of the alterations. It is appropriate to acknowledge that a building is both a functional enclosure and a vehicle for history, as a landscape is both setting and historical record. As such, historical context is to be considered when planning restorations, alterations or redevelopment.

### 3.2.2 Maintain and Repair

All cultural heritage resources and landscapes require some continuous methods of conservation and maintenance as they are exposed to the constant deteriorating effects of weather, wear from use, or succumb to their natural life span. Owners are encouraged to undertake appropriate repair and maintenance activities of heritage properties. Plans for alterations and restoration should also consider the amount and type of maintenance that will be required. All maintenance and construction activity should involve an appropriate amount of research and planning to avoid irreversible mistakes.

### 3.2.3 Find a Viable Social or Economic Use

Cultural heritage resources that are vacant or under-utilized come to be perceived as undeserving of care and maintenance regardless of architectural or historic merit. City Council and staff should actively encourage and support appropriate forms of adaptive reuse when necessary to conserve cultural heritage

resources.

### **3.2.4 Conserve Traditional Setting**

A cultural heritage resource is intimately connected to its site and to the landscape. Spatial organization, site circulation, viewsheds and individual designed elements form a setting that should be considered during plans for restoration or change. An individual cultural heritage resource is perceived as part of a grouping and requires its neighbours to illustrate the original design intent. When resources need to change there is a supportive setting that should be maintained.

### **3.2.5 Conserve Original Decoration and Fittings**

A cultural heritage resource fits into its larger setting and at a smaller scale is the frame for the decorations and fittings that completed the original design. For example, the original exterior decorations such as bargeboards, verandah trim, wood, metal or brick cornices and parapets are all subject to weathering and the whim of style. Avoid removing or updating the style of these features or replacing them with poor reproductions of the originals. Their form and materials are an inextricable part of the original design and should enjoy the same respect as the whole building. Where practical, fittings and equipment should be conserved or re-used.

### **3.2.6 Restore to Authentic Limits**

Do not embellish a restoration and add details and decorations that would not have been part of the history of the landscape or cultural heritage resource.

### **3.2.7 Employ Traditional Repair Methods**

Deteriorated elements and materials that cannot be salvaged should be repaired or replaced with the same materials and inserted or installed in a traditional manner. In some cases, some modern technologies ensure better and longer lasting repairs than traditional methods and should be employed if proven to be an improvement.

### **3.2.8 Respect Historic Accumulations**

A landscape or cultural heritage resource is both a permanent and a changeable record of history. The alterations that have been made since the original construction also tell part of the history of the place and the resource. Some of those alterations may have been poorly conceived and executed and research may determine that they can be removed. Other alterations and additions may have merits that warrant incorporating them into its permanent history. In many cases, it is difficult and unrewarding to fix a point in history as the target date for restoration. It is more appropriate to aim for a significant period in the history of the building, but be flexible in accommodating more recent interventions that are sympathetic and have improved the historical or functional nature of the building. Respect does not mean rigid.

### **3.2.9 Make New Replacements Distinguishable**

The construction eras and historical progression should be self-evident. Although new work should be sympathetic to the original and match or mimic as appropriate, it should not attempt to appear as if built as part of the original construction.

## 4 HERITAGE CONSERVATION DISTRICT POLICIES

The Wortley Village-Old South HCD is a unique and appealing community that is primarily residential in nature but has the Wortley Road commercial area at its core. The architecture, landscape features and history all contribute to creating a distinct HCD in the City of London. Within the Wortley Village-Old South HCD, changes have occurred in the past and will continue to occur into the future, as part of a natural progression in any area. Designation as an HCD is intended to conserve important features and attributes, while providing guidance on future changes concerning alterations/additions, redevelopment, landscape features and public infrastructure.

This section and the following sections of the Wortley Village-Old South HCD Plan provide policies that are to be considered by City Staff, Council, and property owners when reviewing proposals and making decisions regarding changes in the HCD and to individual properties.

Guidelines to further illustrate the intention of the policies are also provided in Sections 8, 9, and 10 of this Plan.

### 4.1 DEVELOPMENT PATTERN

The Wortley Village-Old South HCD is primarily residential, with the Wortley Village Commercial Area at its core.

#### 4.1.1 Residential Area

The residential area of the HCD is primarily low density, with building heights ranging from one to two-and-a-half storeys. Front yard setbacks within the residential area are generally uniform, and there are no front (attached) garages. Parts of the eastern limits of the HCD, along Ridout Street, have higher density residential uses and permissions (Multi-Family, High-Density Residential designations and R9 zoning).

Complementary institutional uses (elementary schools, places of worship) have appropriate setbacks, heights and massing that create a presence within the community and contribute to both the aesthetic diversity and functionality of the HCD. While the underlying zoning would establish the permitted uses and associated regulations for properties within the HCD, the following policies are intended to maintain the general consistency of the land uses and development pattern in the HCD.

#### ***Policies:***

- (a) Maintain the residential amenity and human scale by ensuring that the low rise, low density residential character remains dominant within and adjacent to the HCD.
- (b) New land uses that are not in keeping with the character of the residential area and/or may have a negative impact on the residential area are discouraged.
- (c) Higher intensity uses or redevelopment opportunities shall be focused outside of the low rise residential area of the HCD, to areas designated by the City of London for higher density development (i.e. Ridout Street).
- (d) Where new uses or intensification is proposed, adaptive reuse of the existing building stock should be considered, wherever feasible.
- (e) Severances which would create new lots are strongly discouraged, unless the resulting lots are of compatible width and depth to adjacent lots.(f) Where existing detached residential buildings are lost due to circumstances such as severe structural instability, fire or other reasons, the setback of replacement building(s) shall be generally consistent with the original building(s).
- (g) Parking for new or replacement dwellings is to be located in the driveways at the

side of the dwelling or in garages at the rear of the main building, wherever possible. New attached garages at the front of the building are discouraged. Garages shall not extend beyond the main building façade.

#### 4.1.2 Wortley Village Commercial Area

The Wortley Village Commercial Area has evolved organically over time, and includes a variety of small scale and specialty commercial uses and offices, with some being in residential conversions. Within the Wortley Village Commercial Area, there are larger commercial uses (i.e. grocery store, hardware store) that are an appropriate scale and massing, and contribute to the social and economic vitality of the HCD. Building setbacks within the Wortley Village Commercial Area are staggered and vary depending on the use and the age of the building. These staggered setbacks also allow for restaurant/café patios to be accommodated, additional street furniture in front of some buildings, and staircases to second storey uses. Building heights within the Wortley Village Commercial Area are generally between one and three storeys, which create a varied streetscape. To maintain the general compatibility of the land uses and development pattern in the HCD, the following policies are proposed for the Wortley Village Commercial Area:

**Policies:**

- (a) Maintain a diverse mix of uses and building styles
- (b) Maintain the staggered setbacks, building heights and scale to achieve an eclectic and interesting streetscape
- (c) Maintain sufficient parking opportunities
- (d) Prohibit off-street parking in front of buildings (within front yards) along Wortley Road.
- (e) Main building entrances shall be oriented to the sidewalk.
- (f) The use of transparent glass at the street façade is encouraged. Forty to fifty percent (40-50) of the street level façade shall be glazing or entrances. Tinted glass, “lifestyle” panels and graphic details are discouraged.

#### 4.2 HERITAGE PROPERTIES

Within the Wortley Village-Old South HCD, a number of properties have been designated under Part IV of the Ontario Heritage Act or listed in the City of London’s Inventory of Heritage Resources. Once an HCD has been designated, all properties within the HCD are designated under Part V of the *Ontario Heritage Act*. Alteration, demolition or removal within an HCD requires the permission of the City through the Heritage Alteration Permit approval process. Properties were assessed and identified in Phase 1 of this study with A, B or C ratings, and are considered as Heritage Properties for the purposes of this Plan. The assessment also ranked some properties as ‘D’. These buildings have lost or have been irreversibly altered their original heritage features and/or lack architectural character within their new or old design. These are described as Non-Heritage Properties in this Plan, but are nonetheless included in the Wortley Village-Old South HCD. See Figure 3 for the assessment of each property within the Wortley Village-Old South HCD.

Despite a property’s architectural rating, all properties within the HCD are protected and governed by the policies and guidelines of this Plan. The policies and guidelines for the properties ranked as ‘D’ are concerned primarily with maintaining compatibility within the neighbourhood and the visual nature and streetscape of the community.



### 4.2.1 Alterations & Additions

It is as inevitable that property will be altered and additions will be made; as it is unreasonable to expect that they can remain static in the face of contemporary business and life expectations and the evolution of a community. However, it is important that additions and alterations do not detract from the overall cultural heritage value or interest of the Wortley Village-Old South HCD and that they do not result in the loss of heritage attributes or adversely impact the cultural heritage value or interest of the HCD.

***Policies:***

- a) Minor exterior alterations and additions to commercial buildings may be permitted, consistent with the scale and character of the buildings on adjacent properties and the streetscape; such alterations on the side of a building facing a public street are discouraged. Significant alterations and/or additions should be to the rear or in areas not visible from the street.
- b) Minor exterior alterations and additions to single detached dwellings may be permitted, consistent with the scale and character of the buildings on adjacent properties and the streetscape; such alterations within front or side yards are discouraged. Significant alterations and/or additions should be to the rear or in areas not visible from the street.
- c) Conversion of use will be permitted, if permitted by zoning. Conversions shall not significantly alter the street appearance of the building.
- d) Structural alterations to the exterior of buildings are discouraged in the event of residential conversions; exterior stairs or fire escapes are to be designed to be sympathetic to the original construction of the building and kept away from the street façade of the structure.
- e) Major alterations to the exterior façade of buildings facing a public street are discouraged except where the intent is to restore or achieve the heritage objectives of either the HDC plan or the Official Plan.
- f) Additions shall be subordinate to the original structure to allow the original heritage features and built form to take visual precedence on the street.
- g) Design guidelines provided in Section 8 and 9 of this Plan will be used to review and evaluate applications for additions and alterations to ensure that the proposed changes are compatible and do not result in the irreversible loss of heritage attributes or adversely impact the cultural heritage value or interest of the HCD.
- h) Evaluation of additions and alterations to properties adjacent to the Wortley Village-Old South HCD will be required in order to demonstrate that the heritage attributes of the HCD will be conserved, in accordance with the Provincial Policy Statement (2014). A Heritage Impact Assessment may be required.

### 4.2.2 Demolitions

A goal of HCD is to conserve and protect the cultural heritage resources in both the short-term and over the long-term. It is recognized that there are situations where demolition may be necessary such as partial destruction due to fire or other catastrophic events, severe structural instability, and occasionally redevelopment that is in keeping with appropriate City policies. The demolition of any building located on a property within the HCD requires the permission of Municipal Council. Council may approve, refuse, or approve with conditions a request to demolish a building on a property located within the HCD through the appropriate approvals process.

***Policies:***

- a) Heritage properties in the HCD should not be demolished. Where a heritage property has been severely damaged by fire or other calamity, or if a heritage property is determined to be non-contributing to the cultural heritage value or interest of the HCD (a Group D building), the existing building may be considered for demolition and replacement in accordance with the policies and guidelines for new buildings.
- b) The City of London shall enforce property maintenance standards for heritage properties to ensure that heritage attributes are not diminished from neglect and not put at risk of demolition from neglect.
- c) Any proposal to demolish a building or portion of a building within the HCD shall require a Heritage Alteration Permit from the City.
- d) Where demolition of a building located on a property within the HCD is proposed, the property owner shall provide supporting documentation demonstrating appropriate reasons for the demolition. Council may approve the demolition, approve the demolition with conditions, or refuse the request for demolition, in accordance with the provisions of the *Ontario Heritage Act*.
- e) Where demolition of a heritage property is proposed, the owner/applicant shall maintain traditional setbacks, scale, and massing in their new development/ redevelopment plans.
- f) In situations where demolition is approved by Council, written and/or photographic documentation of any notable heritage attributes (e.g. architectural features and construction techniques) will be required to create a record of the property and its attributes.
- g) Reclamation of suitable building materials such as windows, doors, moldings, columns, bricks, or similar, for potential reuse in a new building on the site or as replacement components for other buildings in the area which require repair and restoration over time is strongly encouraged if demolition is approved for any heritage properties in the HCD.

## 4.3 NON-HERITAGE PROPERTIES

### 4.3.1 Alterations & Additions

Alterations and Additions to non-heritage properties should not attempt to create false history by mimicking period details, but should be undertaken with careful respect to the massing, scale, lot alignment, and street alignment of adjacent and surrounding heritage properties.

**Policies:**

- a) Exterior alterations and additions to commercial buildings may be permitted. These alterations or additions should maintain the scale and massing of the building on adjacent heritage properties, the character of the streetscape and HCD, and draw reference from nearby heritage properties. Additions that alter the streetscape shall be discouraged. New or additional front yard parking to support commercial uses shall not be permitted.
- b) Exterior alterations and additions to single detached dwellings may be permitted, consistent with the scale and massing of the buildings on adjacent heritage properties, the character of the streetscape and HCD, and draw reference from nearby heritage properties. Additions that alter the streetscape shall be discouraged.
- c) Conversion of use will be permitted, if permitted by zoning. Conversions shall not significantly alter the street appearance of a building.

- d) Major alterations to the exterior façade of non-heritage property facing a public street is permitted where the intent is to achieve the heritage objectives of either the HDC plan or the Official Plan.
- e) Design guidelines provided in Sections 8 and 9 of this Plan will be used to review and evaluate applications for additions and alterations to ensure that the proposed changes are compatible with the surrounding heritage properties and do not negatively impact the heritage attributes or the cultural heritage value or interest of the HCD.
- f) Evaluation of additions and alterations to properties adjacent to the Wortley Village-Old South HCD will be required in order to demonstrate that the heritage attributes of the HCD will be conserved, in accordance with the Provincial Policy Statement. A Heritage Impact Assessment may be required.

#### 4.3.2 Demolitions

Non-heritage properties may be demolished in accordance with the provisions of the *Ontario Heritage Act*. The City may require the submission of permit drawings for a replacement building that promotes the goals and objectives of the HCD and is in keeping with appropriate City policies.

**Policies:**

- a) Where demolition of a building on a non-heritage property is proposed, the property owner shall provide supporting documentation demonstrating appropriate reasons for the demolition. Council shall consider such applications on the basis of building condition, and impact on adjacent heritage properties and the streetscape or other such criteria as may be required by the City of London.
- b) Prior to demolition of a building on a non-heritage property the City may require the submission of permit drawings for an approved replacement structure that promotes the goals and objectives of the HCD Plan and is in keeping with appropriate City policies. The City may also require interim landscape treatment of the site if redevelopment may be delayed.

#### 4.4 NEW DEVELOPMENT

Within the HCD, there are some sites where new buildings could be constructed (that are either vacant or underutilized) without the demolition of existing cultural heritage resources. There may also be occasions where infill development or limited redevelopment is possible where there is loss of cultural heritage resources due to instances such as fires or severe structural decay.

**Policies:**

- a) New buildings shall respect and be compatible with the cultural heritage value or interest of the Wortley Village-Old South HCD, through attention to height, built form, massing, setbacks, building material and other architectural elements such as doors, windows, roof lines and established cornice lines.
- b) The Architectural Design guidelines provided in Section 8 of this Plan will be used to review and evaluate proposals for new buildings to ensure that new development is compatible with the HCD.
- c) The purpose of the HCD is to respect both the age and the quality of design of the heritage properties and cultural heritage resources in the HCD. The City may consider exceptional examples of good current architectural design for integration into the cultural heritage fabric of the HCD if the proposed design exhibits sensitivity to the massing and scale of adjacent or

nearby heritage properties and texture of the streetscape.

- d) Where a new building replaces a demolished heritage property, the new building will respect or recapture the mass and building presence of the original building and should avoid having a contemporary purpose-built appearance determined only by the new use. The demolition of any building within the HCD shall require a Heritage Alteration Permit.
- e) Evaluation of new buildings adjacent to the Wortley Village-Old South HCD will be required in order to demonstrate that the heritage attributes of the HCD will be conserved, in accordance with the Provincial Policy Statement-2014. A Heritage Impact Assessment may be required.
- f) A Heritage Impact Assessment, in accordance with the policies of the City of London, will be required for any development proposals within and adjacent to the HCD.
- g) Where zoning permits taller and/or higher density buildings (i.e. in the Wortley Village commercial area), studies on shadowing, potential loss of view, increased traffic, noise and parking congestion should be conducted and measures taken to mitigate significant potential impacts.
- h) To encourage the retention and conservation of existing heritage properties that contribute to the cultural heritage value or interest of Wortley Village-Old South HCD, the City may consider bonusing where an application for a zoning by-law amendment is required, in accordance with the policies of the Official Plan.

## **4.5 BUILDING CONVERSIONS**

### **4.5.1 Single Family to Multi Family Residential**

Throughout the Wortley Village-Old South HCD there are splendid examples of purpose built multi-unit residential buildings which are considered to be heritage properties. The original builders saw the advantage of offering a variety of living unit sizes while maintaining a streetscape of compatible buildings of similar, large size. These original buildings typically were semi-detached houses, row houses, and small apartment buildings.

The conversion of large single family houses into multi-unit residences can be achieved with care and skill to conserve the quality and character of the original building, but provide unit sizes that are more appropriate for current lifestyles for families and single residents. Some good examples in Wortley Village-Old South HCD include the number of houses that have been adapted into several apartments without significant damage to the original layout and character of the building.

A number of existing heritage properties in Wortley Village-Old South HCD have been converted from single family to multi-unit dwellings by dividing the interior of the building into individual apartments. This has occurred more frequently with some of the larger buildings. As the zoning in portions of the Wortley Village- Old South HCD permits the conversion of dwellings, the potential exists for more buildings to be converted in the future. The conversion of buildings often makes economic sense thereby helping to retain some buildings that might not suit today's households. However, the alterations that are sometimes undertaken as part of the conversion process to provide additional entrances and emergency exits can affect the exterior of the building.

### **4.5.2 Office Conversions**

As the central business district of London flourishes, there is increased pressure on the surrounding areas to accommodate commercial uses. Wortley Village-Old South HCD is in a location that is subject to this pressure, and has a stock of late nineteenth and early twentieth century large houses that can easily accommodate many business uses without severe changes to the original exterior appearance. The Official Plan for London recognizes

this trend and has identified parts of Wortley Village-Old South HCD that would be appropriate for commercial use. There are many examples in Wortley Village-Old South HCD where the conversion of large houses to commercial use has been undertaken with skill and with appropriate conservation of the cultural heritage value or interest. Clearly, there are a number of businesses that understand the commercial value of maintaining a heritage building in sterling condition, while making modest interventions to provide better access, larger floor plates, and better signage to identify the commercial venture. Many of these good examples continue to be good neighbours to the remaining residential buildings beside them by continuing to maintain the landscaping and street elevation in near-original, pristine condition.

## 4.6 PUBLIC REALM

Within the Wortley Village-Old South HCD, elements found within the public realm of the cultural landscape play a defining role in the cultural heritage value or interest of the HCD.

The public realm is comprised of streets and lanes, sidewalks, lighting, street signs, street furnishings and parks and open space. Street trees are another, and perhaps the most valuable, resource within the cultural landscape, lending character and consistency to the HCD. The *Ontario Heritage Act* states that if a HCD Plan is in effect, the Council of the City “shall not carry out any public work in the HCD that is contrary to the objectives set out in the plan”. The HCD Plan prevails in the event of a conflict between the HCD Plan and any municipal by-law.

### **Policies:**

- a) Approvals for municipal works projects shall follow the Heritage Alteration Permit process as detailed in Section 6.
- b) Mature street trees are to be protected and preserved unless they present a public safety hazard or are in a serious state of decline due to age or disease. When removal of street trees is required, they should be replaced with new trees of an appropriate size and species as determined by the City of London and the Urban Forester.
- c) Landscaping that complements the existing landscapes of the HCD, screens parking areas and contributes to the overall pedestrian quality is encouraged for all new development. Specific landscape elements will be governed by Site Plan Approval requirements.
- d) Retention of existing grass boulevards and street trees throughout the HCD is strongly encouraged whenever repairs or improvements are made to roads, sidewalks or underground services. Should removal of trees and boulevards be unavoidable as part of the infrastructure works, every effort should be made to replace them upon completion of the work.
- e) Existing road right-of-ways and widths of paved surfaces should not be increased unless required for reasons of public health and safety or where previously indicated for the provision of bike lanes.
- f) Where required, street furnishings, including benches, garbage cans, bicycle racks and other components, should be consistent throughout the HCD and be of a style and material that complements the heritage attributes and cultural heritage value or interest of the HCD.
- g) City of London street signage for HCD should be expanded from the Wortley Village Commercial Core to all areas of the HCD in order to identify the area as the Wortley Village-Old South HCD.
- h) Residents are encouraged to consider the Ontario Heritage Tree Program which identifies

and records the location of heritage trees in the province. The identification of these trees will enable Trees Ontario and community minded organizations to locate potential native seed sources of legacy trees. Collecting these seeds will ensure native stock is grown and available for future planting. For more information see [www.heritagetrees.on.ca](http://www.heritagetrees.on.ca).

Guidelines provided in Section 10 are to be considered in the design, selection and location of various elements of the public realm.

## 4.7 PART IV DESIGNATIONS

A number of properties in the Wortley Village-Old South HCD are currently designated under Part IV of the *Ontario Heritage Act*. When such properties are included in an HCD, the requirements of Part V of the Ontario Heritage Act are applicable to the Part IV-designated property. As a result, the specific heritage attributes that are identified and protected under Part IV continue to be protected in the Wortley Village-Old South Heritage District Conservation Plan. The City and property owners may continue to designate individual properties in the Wortley Village-Old South HCD under Part IV of the *Ontario Heritage Act* to provide additional protection to features of the property that are not specifically protected by HCD designation, such as interiors or features obscured from the street. The following policies are established for properties previously designated under Part IV.

### **Policies:**

- a) The policies and guidelines of the Wortley Village-Old South HCD Plan are to apply to all properties previously designated under Part IV of the *Ontario Heritage Act*.
- b) In addition to the policies and guidelines of this Plan, all interior and exterior features previously designated under Part IV of the *Ontario Heritage Act*, will continue to be protected in the same manner as prior to their designation under Part V. This includes:

Table 1 - Part IV Designations

No.	Street	Name	Designation
40	Askin		LSP274036 Double house with #42 -NID
86	Askin		LSP3353161
87	Askin		LSP3129310
26	Bruce		LSP3292-4
50	Bruce		LSP287585
29	Bruce		LSP3297-82
69	Bruce		LSP3396-263
50	Byron		LSP3143144
95	Byron		LSP3116106
23	Cathcart	Fernleigh Cottage	LSP2804404
16	Edward		LSP3202324
64	Elmwood		LSP282118
70	Elmwood		LSP282233
104	Elmwood		LSP3291290
198	Elmwood		LSP2904335



63	Elmwood		LSP2831107
165	Elmwood	Normal School	LSP2854377
195	Elmwood	Henry Dunn	LSP3003326
37	Ridout		LSP2897270
49	Ridout		LSP3211333
79	Ridout		LSP311050
150	Wortley		LSP3245689
<b>No.</b>	<b>Street</b>	<b>Name</b>	<b>Designation</b>
211	Wortley		LSP3212334
213	Wortley		LSP3212334

## 4.8 ADJACENT AREAS

The Provincial Policy Statement (“PPS”) provides the primary framework for heritage protection in the Province of Ontario. The 2014 PPS provides direction on matters of Provincial interest related to land use planning and development. All land use planning decisions ‘shall be consistent with’ the PPS, as mandated by the Planning Act. Section 2.6.1 of the PPS states:

*“Significant built heritage resources and significant cultural heritage landscapes shall be conserved.”*

Further, with respect to any development/redevelopment on lands that are adjacent to a heritage resource (i.e. District), Policy 2.6.3 states:

*“Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved”*

The PPS defines adjacent lands as “those lands contiguous to a protected heritage property or as otherwise defined in the municipal official plan”.

The PPS states that mitigative measures or alternative development approaches may be necessary to ensure that the heritage attributes are not affected by adjacent development. To ensure that any development outside of, but adjacent to, the Wortley Village-Old South HCD, has appropriate regard for the heritage attributes and cultural heritage value or interest of the HCD, the following policies apply:

### **Policies:**

- a) A Heritage Impact Assessment, in accordance with the policies of the City of London, may be required for any development proposals within or adjacent to the Heritage Conservation District. The City of London Official Plan identifies adjacent lands as those lands that are contiguous to and lands that are directly opposite a protected heritage property, separated only by a laneway or municipal road.

## 5 MUNICIPAL POLICIES

### 5.1 INTRODUCTION

The designation of the Wortley Village-Old South HCD does not mean that changes, reinvestment and redevelopment should not or will not occur. Instead, designation ensures that cultural heritage resources are not demolished without due cause (i.e. severe structural damage or fire), and that any alterations or

additions, redevelopment and public infrastructure projects are in keeping with the intent and guidelines of this Plan.

During the HCD Study, recommendations were made regarding the City's Official Plan and municipal by-laws, including zoning by-laws. The following section provides recommendations for changes to incorporate into the Official Plan and Zoning By-law for the Wortley Village-Old South area.

## 5.2 LAND USE AND BUILT FORM

### 5.2.1 Official Plan

The Wortley Village-Old South HCD Study determined that the current Official Plan designations that apply to the area were appropriate for the area and for the conservation of the heritage attributes therein. The Wortley Village Commercial Area is already a Special Policy Area in the City of London Official Plan (4.4.1.13.3). This section of the Plan provides additional direction for the Wortley Village Commercial Area, specifically relating to scale of development and appropriate uses. The Special Policy Area states:

*The Main Street Commercial Corridor extending along Wortley Road, a secondary collector road, between Elmwood and Craig Streets, shall be encouraged to develop for a mix of small-scale specialty retail shops, food stores, business and personal services, and office uses. It is intended that residential densities within the mixed-use buildings should not exceed a multi-family, medium density residential scale of development.*

While no changes are recommended to the land use designations within the Wortley Village-Old South HCD, the following policy will provide additional protection and assurance of appropriate development in the area.

#### **Recommendations:**

- a) Incorporate the statement of cultural heritage value or interest and policies of the Wortley Village-Old South HCD Plan into the Heritage Section of the City of London Official Plan (Section 13.3.8).

### 5.2.2 Zoning By-law

The Wortley Village-Old South HCD Study determined that the current zoning categories that apply to the HCD were appropriate, as the permitted uses, densities and other regulations are similar to what exists.

The residential zones that apply to much of the HCD (R2 and R3) are appropriate as the lot frontage, setbacks, coverage and height regulations are all in keeping with the existing nature of the neighbourhood. The higher density residential zone (R9) that applies to some properties along the eastern limit of the HCD, along Ridout Street, is also appropriate. There are some existing apartment buildings along this street, consistent with this zone. This zoning ensures that higher density residential development occurs along an arterial road, instead of within the low rise residential area.

The Office Conversion (OC) zone that applies to certain properties in the HCD is appropriate given that it regulates any potential additions such that the form of the original dwelling is not detrimentally affected.

The Neighbourhood Facility (NF) zoning that apply to the institutional uses in the HCD (schools, places of worship) is appropriate for those uses and does not require any changes.

The Office Zone (OF) that applies to the London Normal School is suitable for the site. The Normal School is also zoned with the Heritage Zoning, which recognizes the dimensions and setbacks of the existing building on Site, to ensure that the heritage attributes of this important heritage property are conserved and maintained.

The zoning in the Wortley Village Commercial Area is Business District Commercial (BDC). The BDC zone has a minimum front yard setback of 0 metres to a maximum of 3 metres. These setbacks are appropriate to achieve a strong urban form and create an animated streetscape. Additionally, the policies contained in Section 5.10.2 of the HCD Plan encourage the use of a range within the permitted regulations, so that setbacks could be more staggered in keeping with the current development pattern (i.e. if a new development were to have a setback of 2.5 metres when next to buildings with setbacks of 2 metres and 3 metres, respectively). This will help to ensure an interesting and varied streetscape (i.e. not appropriate for all new development to have a 0 metre setback, need variety). Similarly, building heights in the BDC zone are permitted up to a maximum of 12 metres. The policies contained in Section 5.10.2 of this Plan encourage the use of a range within the permitted regulations, such that building heights are also varied in the Wortley Village Commercial Area.

### 5.3 SEVERANCES AND MINOR VARIANCES

The Committee of Adjustment is responsible for addressing applications for minor variances and the Consent Authority is responsible for applications for severance in the City of London under the authority of the *Planning Act* and in consultation with various city departments. Applications for severances and minor variances should be considered in conjunction with the following policies:

**Policies:**

- a) The Heritage Planner shall be circulated with all severance and minor variance applications within the Wortley Village-Old South HCD and provide comments to be considered in the application process.
- b) Severances should not be considered where the result is a lot size and pattern not in keeping with the HCD and in accordance with the policies of the City's Official Plan.
- c) Where appropriate, in consultation with the Heritage Planner, a Heritage Impact Assessment, in accordance with the policies of the City of London, may be required in support of the creation of new lot(s) through Consent to Sever, depending on the context, location and potential impact of the severance.
- d) The policies and guidelines of this plan shall be applied when reviewing applications for minor variances or consents to sever within the Wortley Village-Old South HCD.

### 5.4 SITE PLAN CONTROL

The Site Plan Control process helps ensure appropriate siting and massing of new development and addresses safety, attractiveness and compatibility. Site Plan Control is currently required for new development in the City of London with the exception of single family and semi-detached dwellings.

Consideration of Site Plan Control matters is also required for intensification projects, in accordance with the policies of the City's Official Plan. Site Plan Control is required in accordance with current City of London policies to ensure that redevelopment is appropriately reviewed and that the design guidelines included in this Plan are being applied. In addition, the following policies are recommended:

**Policies:**

- a) The Heritage Planner and Urban Design staff shall be consulted as part of the staff review of Site Plan applications.
- b) Where development is to occur, an Urban Design Staff Review and a Heritage Impact Assessment may be required to ensure compatible and appropriate development. The Heritage Impact Assessment shall be prepared by a qualified heritage professional.
- c) Dimensioned elevation drawings must be included on all Site Plan applications.

## **5.5 BUILDING PERMITS**

In the City of London, a Building Permit is required for any new structure that is larger than 10 square metres (108 square feet) consisting of a wall, roof and floor (or any of them), structures containing plumbing, and structures designated in the building code. Building Permits are also required for many interior renovation projects and additions, as well as exterior and facade projects including porches, additions, structural alterations to doors and windows, etc. The Heritage Planner shall review Building Permit applications involving properties within the HCD and provide comments and determine any requirements for a Heritage Alteration Permits, as described in Section 5.10.

## **5.6 SIGN BY-LAW**

The City of London regulates signage through the Sign and Canopy By-law. Section 10 of this Plan provides guidelines to assist property/business owners with selecting and displaying signs that are compatible with the heritage attributes and cultural heritage value or interest of the HCD.

## **5.7 DEMOLITION CONTROL**

A goal of HCD is to conserve and protect the cultural heritage resources in both the short-term and over the long-term. Demolition of heritage properties within the HCD is strongly discouraged. However, it is recognized that there are situations where demolition may be necessary such as partial destruction due to fire or other catastrophic events, severe structural instability, and occasionally redevelopment that is in keeping with appropriate City policies.

All listed or designated properties, including those with the HCD, require Council approval prior to the issuance of a demolition permit. LACH must be consulted and a public participation meeting must be held in the approvals process for demolition requests. The *Ontario Heritage Act* provides a period of 90 days for Council to determine whether or not to permit the demolition of a designated property.

Existing buildings located on properties within the HCD that are being considered for demolition because of structural deficiencies or non-compliance with the current building code may be suitable for remediation or repair under Part 11 of the Ontario Building Code that permits alternative solutions or reduced performance criteria.

In situations where demolition is absolutely necessary, for buildings that are ranked as 'A', 'B' or 'C' in the Architectural Rating Figure (Figure 3), the following actions should be undertaken where feasible:

**Policies:**

- a) Photographic documentation of any notable architectural features and construction techniques are to be taken to create a record of the building and its heritage attributes.
- b) Owners/applicants shall be encouraged, where possible, to maintain traditional setbacks, building heights, and massing in their new development/redevelopment plans.
- c) The Chief Building Official shall be directed that, prior to the issuance of a demolition permit, an Heritage Alteration Permit is obtained, and that LACH and Council have an opportunity to consider the request for demolition, in accordance with the requirements of the *Ontario Heritage Act*.
- d) Reclamation of suitable building materials such as windows, doors, mouldings, columns, bricks, etc. for potential reuse in a new building on the site or as replacement components for other buildings in the neighbourhood which require repair and restoration over time.

## 5.8 PROPERTY STANDARDS BY-LAW

The City of London's Property Standards By-Law was revised in June 2010 (available on city website) to establish minimum standards for the maintenance of both Part IV and Part V designated properties. Properties must be adequately maintained and not allowed to deteriorate from neglect. The City shall, to the best of its ability, proactively enforce this By-law.

Portions of the Property Standards By-law are extracted below for information:

### STANDARDS FOR HERITAGE PROPERTIES

#### 2.7

(1) In section 2.7 only, "maintained" in respect of heritage attributes means maintained, preserved, protected, repaired, reconstructed, refinished, or replaced, in compliance with the *Ontario Heritage Act*. Subject to the requirements in the *Ontario Heritage Act*, maintenance may include using the same types of material as the original exterior heritage fabric of the building or structure, in order to maintain the character and visual integrity of the heritage attributes of the building or structure, in keeping with the design, colour, texture and any other distinctive feature of the original material that is being maintained.

(2) In addition to the minimum standards for the maintenance of property set out in this by-law, all of the heritage attributes of a Part IV heritage property and a Part V heritage property shall be maintained.

(3) (a) For a Part IV heritage property, the owner must comply with the provisions of the *Ontario Heritage Act* if the alteration is likely to affect the property's heritage attributes, and the owner must apply to Council under the *Ontario Heritage Act* to obtain written consent, or receive the Minister's consent, as the case may be.

(b) For a Part V heritage property, the owner must comply with the provisions of the *Ontario Heritage Act* and obtain a permit when altering or permitting the alteration of any part of the property, other than the interior of any structure or building on the property, or when erecting, demolishing or removing any building or structure on the

property, or permitting same, unless excepted from such requirement under the *Ontario Heritage Act*.

(c) No building or structure on a Part IV heritage property or a Part V heritage property may be altered or cleared, including but not limited to removed, demolished or relocated, except in accordance with the *Ontario Heritage Act*.

(4) No order made under section 15.2 of the *Building Code Act* in respect of a Part IV heritage property or a Part V heritage property shall state that the site is to be cleared of all buildings or structures and left in a graded and levelled condition. That part of an order in respect of a Part IV heritage property or a Part V heritage property that states that a site is to be cleared of all buildings or structures and left in a graded and levelled condition is of no force or effect.

## VACANT BUILDINGS ON DESIGNATED HERITAGE PROPERTIES

### 2.8

(1) This section applies only to vacant buildings on a Part IV heritage property or a Part V heritage property.

(2) Despite section 4.3, in order to minimize the potential of deterioration of a building, where the exterior doors, windows or other openings are missing, broken, improperly fitted, unsecure or in disrepair, or where the property remains vacant for a period of 30 days or more, the property shall be boarded in compliance with the following requirements:

(a) all boards used in the boarding shall be installed from the exterior and shall be properly fitted in a watertight manner to fit within the side jambs, head jamb and the exterior bottom sill of the door or window so that any exterior trim remains uncovered and undamaged by the boarding;

(b) all boards should be at least 12.7mm (0.5 in.) weatherproofed sheet plywood secured with nails or screws at least 50 millimetres (2 inches) in length and be installed at appropriate intervals on centre;

(c) all boards shall be painted or otherwise treated so that the colour blends with the exterior of the building or structure.

(4) In addition to section 4.6, the exterior of the building shall be maintained to prevent moisture penetration and damage from the elements.

(5) In addition to section 5.2, the owner shall ensure that appropriate utilities serving the building are connected so as to provide, maintain and monitor proper heating and ventilation to prevent damage caused to the building by fluctuating temperatures and humidity

## 5.9 URBAN DESIGN GUIDELINES

In addition to the policies of the City's Official Plan and any applicable urban design guidelines, the Wortley Village-Old South HCD Plan and Guidelines shall be used in the review of applications for development to ensure they are in keeping with the spirit and intention of the HCD Plan.

## 5.10 HERITAGE ALTERATION PERMITS

The City of London requires approval of a Heritage Alteration Permit prior to construction or alteration on all properties within a HCD as an additional level of review. When a Building Permit is required, a Heritage Alteration Permit may also be required. In some cases, a Heritage Alteration Permit is required for some projects which do not require Building Permit to ensure those changes are consistent with the policies and guidelines of this Plan and respect and maintain the integrity, heritage attributes, and cultural heritage value or interest of the Wortley Village-Old South HCD.



### 5.10.1 Approvals for Private Property

Section 6 of this Plan provides detailed information regarding which types of projects require a Heritage Alteration Permit and the approvals process for various types of work in the Wortley Village- Old South HCD.

In general, Heritage Alteration Permits **ARE REQUIRED** for the following types of work on properties within the HCD:

- Additions to any façade visible from the street (front and exterior side);
- New buildings constructed on vacant properties, as integrated redevelopment projects or to replace existing buildings for any reason;
- Major alterations to or replacement of features such as doors, windows, porches, decorative trim on the street-facing portion of a building, where the feature being altered or replaced will be of different style, materials or proportions than existing;
- Commercial signage affixed to buildings;
- Features previously protected under Part IV of the Ontario Heritage Act.

In general, Heritage Alteration Permits **ARE NOT REQUIRED** for the following types of work on properties within the HCD:

- Interior alterations;
- Additions or alterations to any portion of the building that are not visible from the street;
- Minor repairs and maintenance;
- Alterations or replacement of street facing features where the replacement items are of the same style, material, size and shape as the original;
- Painting and paint colour.

It should be noted that a Heritage Alteration Permit is not necessary to undertake immediate or temporary repairs required as a result of emergency or catastrophe (e.g. – structural damage resulting from storms, fire, etc.). However, should such events result in the need for permanent alterations or reconstruction of building features, a Heritage Alteration Permit in accordance with those detailed in Section 6 of this Plan is required at the time the permanent repair or replacement is initiated.

### 5.10.2 Approvals for Public Property and Infrastructure

The City is also obligated to be consistent with the policies and guidelines of this Plan in the undertaking of any public works or infrastructure improvements. Projects within the public realm shall comply with Section 10 of this Plan. Prior to the initiation of any municipal project within the public realm, the Heritage Planner should be consulted to ensure that the project is consistent with the requirements of the HCD Plan and Guidelines. A Heritage Alteration Permit may be required for municipal projects within the HCD.

Council approval may be required for such works as:

- Replacement of street lighting and street signs;
- Street furnishings, including benches, trash receptacles, bicycle racks, planters and similar items;
- Alterations, reconstruction or removal of grassed boulevards;
- Changes to sidewalks or roadway pavement widths;
- Changes or improvements to public parks and open space features.

## 5.11 SITE SPECIFIC DEVELOPMENT

The goal of this Section of the HCD Plan is to provide recommendations to guide appropriate growth and change, but to also ensure that the heritage attributes and cultural heritage value or interest of the Wortley Village-Old South HCD is maintained while allowing for a natural evolution and reinvestment into the community. The existing policies and regulations that apply to the HCD, together with the guidelines of this plan, should provide sufficient means to ensure appropriate development in the area. There are several properties or precincts within the HCD that warrant special consideration.

### 5.11.1 London Normal School

The London Normal School, located at the southeast corner of Elmwood Avenue and Wortley Road, has a unique presence in the community, both in its architectural design and in its function. Of particular importance is the London Normal School green, which is widely used by the neighbourhood and for a number of community events. The London Normal School and its green space is designated under Part IV of the *Ontario Heritage Act* and is also subject to an Ontario Heritage Trust Easement.

The only use permitted in the existing (Office Zone) zoning is offices which are smaller than that which would typically be required to locate in Downtown London. Additional uses or changes in the policies or regulations that apply to the London Normal School would necessitate at minimum a Zoning By-law Amendment.

Any redevelopment of the London Normal School property should ensure the retention of the green for community use. Any redevelopment (future additions) should be sensitive to the heritage attributes and cultural heritage value or interest of the HCD in scale, height and massing, as well as materials and finishes.

The City has recently acquired the London Normal School, and is in the process of working with the YMCA of Southwestern Ontario to use the building for YMCA offices and community programs. The City will be developing the Green as a neighbourhood park now that the lands are in City ownership. Any modifications to the Green will be undertaken in consultation with the community, and in accordance with the Ontario Heritage Trust Easement.

#### **Policies:**

- a) Community consultation should be undertaken for any redevelopment plan for the London Normal School.
- b) Public site plan review shall be required for any development on the London Normal School.
- c) The Heritage Planner shall be consulted on any project to be undertaken at the Normal School or on the Green.



*Image 4 - View to the London Normal School from Wortley Road*

### **5.11.2 Wortley Village Commercial Area**

The Wortley Village Commercial Area has some development potential. New development could have an impact on both the eclectic form and important social and economic function that the commercial area plays in the HCD. The staggered building setbacks and varied building heights that have evolved organically over time creates an eclectic feel and interesting streetscape, which may be difficult to achieve through zoning regulations alone. The current zoning regulations establish minimum and maximum standards for such matters as height, setbacks, lot coverage, and density, for example. In order to provide some direction in the application of the zoning by-law regulations, the following policies have been established to provide some general guidance to maintain the unique form of the HCD without being too restrictive.



*Image 5 View of Wortley Road Commercial Core*

**Policies:**

- a) Where there are development or redevelopment proposals, the building setback and height should be determined based on a range or the average building setback immediately adjacent to the development/redevelopment parcel. In instances where there is a corner lot, the building setback should be determined based on a range or the average building setback of the opposite corner lot.
- b) Site plan review shall be required to consider the HCD Plan and Guidelines for any development within the Wortley Village Commercial Area.
- c) City of London Staff should undertake a review of the parking standards and utilization within the Wortley Village Commercial Area to determine if a reduced parking requirement could be implemented. This would serve to allow the street front along Wortley Road to be used for such things as patio areas, and street furniture, and would help to create a lively and attractive streetscape. Through a comprehensive review of the parking standards and utilization within the Wortley Village Commercial Area, City of London Staff could also explore the possibility of implementing a cash-in-lieu of parking policy, whereby funds are provided in-lieu of parking spaces, where appropriate. The funds could then be used by the City of London to construct and maintain an off-street parking lot to serve the Wortley Village Commercial Area.

## 5.12 INTENSIFICATION OPPORTUNITIES

Based on direction in the PPS (2014) it is important that there be opportunities for intensification within the HCD. It is essential that any intensification is sensitive to the HCD and its heritage attributes and cultural heritage value or interest.

The PPS endeavours to protect land and other resources and to avoid urban sprawl by promoting increased density in our existing towns and cities. The PPS 2014 is clear that heritage resources must also be protected. The PPS is to be read in its entirety, and the relevant policies applied to each situation. One policy does not necessarily “trump” another policy, and the application of the policies must consider how they would work together when more than one policy may apply. Intensification proposals within the HCD must therefore consider not just the conservation of individually designated (Part IV) properties, but also how the project would be sympathetic to the context of the HCD, and meet the intent of the HCD Plan and Guidelines.

Based on the Official Plan designations and Zoning, intensification opportunities exist along Ridout Street, at the eastern limit of the HCD. Some properties along Ridout Street within the HCD are zoned R9. The R9 zone permits higher density residential uses, including apartment buildings and continuum-of-care facilities.

In addition, the intensification policies of the City’s Official Plan apply. These policies provide a context for the consideration of intensification proposals, including the requirement for an urban design brief, neighbourhood character statement<sup>1</sup>, and a Heritage Impact Assessment. The policies allow these requirements to be met in a single submission, however, all of the requirements for the studies must be met.

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<sup>1</sup> The Statement of Cultural Heritage Value or Interest shall serve as the “Neighbourhood Character Statement” for properties within the Wortley Village-Old South HCD.

Where there are opportunities for intensification, developers shall be encouraged to adaptively reuse existing building stock, particularly heritage properties. Additionally, consultation with the City's Heritage Planner for the redevelopment plans shall also be undertaken.

Severances that would result in lots that are not compatible with the prevailing lot fabric in terms of width and depth are discouraged, however, some severances may provide opportunities for small-scale intensification within the HCD. Additions which result in the creation of secondary suites or duplexing can also present themselves as appropriate intensification options, so long as there is no impact to the streetscape, and the additions are architecturally sensitive to the existing dwelling.

## 6 HERITAGE ALTERATION PERMIT PROCESS

### 6.1 INTRODUCTION

In accordance with the Ontario Building Code, the City of London requires a building permit for new structures that are larger than 10 m<sup>2</sup> (108 sq. ft.) consisting of a wall, roof and floor (or any of them), structures containing plumbing, and structures designated in the Building Code. Consequently, building permits are required for many interior renovation projects and additions as well as exterior and façade projects including porches, additions, structural alterations to doors and windows, etc.

Designation of the Wortley Village-Old South as a HCD does not result in any changes to the type of buildings or projects that require a Building Permit for either interior or exterior work. However, when a Building Permit is necessary for work that affects a façade that is visible from the street (street and exterior side yard) in an HCD, an additional level of review and approval and scrutiny is applied to ensure that the proposed construction or alteration is in keeping with (or improves) the cultural heritage value or interest of the HCD.

In addition, Heritage Alteration Permits are required for some projects which do not require Building Permits to ensure that those changes are consistent with the policies and guidelines of this Plan and respect and maintain the integrity of the Wortley Village-Old South HCD.

The City of London's Heritage Alteration Permit application is included for reference in Appendix B.

### 6.2 WORK REQUIRING APPROVALS

Table 2 on the following page summarizes which types of projects require a Heritage Alteration Permit and the proposed approvals process for various types of work in the Wortley Village-Old South HCD. Shaded columns identify those projects and types of buildings where the LACH, PEC and Council review and approval of the Heritage Alteration Permit is required. Un-shaded columns identify projects/types of properties where consideration should be given to delegating that approval authority to staff. Once that approval authority has been delegated, approval from the LACH would not be required for those projects as long as they are in conformity with the Wortley Village-Old South HCD Plan and Guidelines.

However, it is also recommended that staff retain the ability to consult the LACH and request their input and/or approval if they consider it desirable or necessary due to specific circumstances. A plan illustrating the building rankings assigned to properties in the Wortley Village-Old South HCD, as refined during the preparation of the HCD Plan, is included at the end of this section.

A Heritage Alteration Permit approvals process that includes matters delegated to Staff may be adopted by Council, in consultation with LACH. This process may be developed and implemented without amendment to this Plan. For the purposes of this Plan, Table 2 identifies the types of projects that are subject to a Heritage Alteration Permit. The proposed responsibilities regarding responsibility for approval may be amended as part of a future delegating authority by-law, and may be amended in accordance with that by-law without requiring an amendment to this Plan.

It should be noted that a Heritage Alteration Permit is not necessary to undertake immediate or temporary repairs required as a result of emergency or catastrophe. However, should such events result in the need for permanent alterations or reconstruction of building features on the street facade, an alteration permit in accordance with Table 2 should be required at the time the permanent repair or replacement is initiated.



Table 2 - Recommended Heritage Alteration Permit Requirements

TYPE OF WORK	Heritage Alteration Permit Required			
	Building Ranking			
Major Projects	A	B, C	D	Guidelines
New buildings	Yes	Yes	Yes	Yes
Additions, including HVAC/mechanical/solar installations visible from the street	Yes	Yes	Yes	Yes
Major alterations to built form or cultural landscape visible from street or other public space	Yes	Yes	Yes	Yes
Conversions with exterior alterations visible from street or other public space	Yes	Yes	Yes	Yes
Demolition of building or portion of building visible from street or other public space	Yes	Yes	Yes	Yes
<b>Alterations to Heritage Attributes Visible from Street or Public Space</b>				
	<b>A</b>	<b>B, C</b>	<b>D</b>	<b>Guidelines</b>
Window or door removal or replacement	Yes	Yes	No	Yes
Addition of a window or door in a new or altered opening	Yes	Yes	No	Yes
Shutter removal (if original)	Yes	Yes	No	Yes
Decorative trim and bracket removal or replacement	Yes	Yes	No	Yes
Porch/verandah replacement, removal or addition	Yes	Yes	No	Yes
Removal of chimneys, if significant visual feature	Yes	Yes	No	Yes
Removal or installation of cladding and siding	Yes	Yes	No	Yes
Painting of previously unpainted brick or stone	Yes	Yes	No	Yes
Re-roofing with different materials	Yes	Yes	No	Yes
Window removal where window is a significant feature from street or other public space	Yes	Yes	No	Yes
Removal of brick or stone piers, if original	Yes	Yes	Yes	Yes
Signage	Yes	Yes	Yes	Yes
<b>Work NOT Requiring a Permit</b>				
	<b>A</b>	<b>B, C</b>	<b>D</b>	<b>Guidelines</b>
Window and door repair or restoration to authentic condition	No	No	No	Yes
Replacement / installation / removal of storm doors, storm windows	No	No	No	No
Soffit and fascia replacement	No	No	No	Yes
Re-roofing with same materials	No	No	No	No
Eavestrough installation or replacement	No	No	No	Yes
Removal of chimneys if not major visual feature	No	No	No	No
Painting of wood, trim, previously painted brick/masonry	No	No	No	Yes
Other maintenance and repair that does not affect façade visible from street or other public space	No	No	No	Yes
Minor landscaping and gardening plans in any part of the yard (unless designated under Part IV)	No	No	No	Yes
Interior renovations	No	No	No	No

Note: Shaded cells indicate work requiring Council approval

## 7 IMPLEMENTATION

### 7.1 Introduction

The adoption of the Wortley Village-Old South HCD Plan and Guidelines and establishing a designation By-law for the area is undertaken in accordance with the provisions of the *Ontario Heritage Act* and the City's Official Plan. The City must serve notice of their intention to all property owners within the HCD. Property owners who object to the designation by-law can appeal to the Ontario Municipal Board (OMB), however, only those owners who have previously indicated their opposition to the designation during public participation events may be allowed to appeal the by-law to the OMB.

Appeals may be allowed, dismissed or allowed in part by the OMB. Once the Board renders its decision, the City will amend its By-law if necessary.

The By-law is registered on title of all properties in the HCD. The City must also notify the Ontario Heritage Trust of the adoption of the By-law and HCD for addition to the Provincial Register.

The City of London will be responsible for amending the Official Plan and any By-laws affected by the Wortley Village-Old South HCD Plan. Contained within this plan (Sections 5 and 6) are recommended changes to the City's policies that will help to maintain consistency with these guidelines and recommendations.

The Heritage Alteration Permit process is the main tool by which the City of London implements the goals and objectives of the plan. It provides the City with the ability to review and guide development within Wortley Village-Old South HCD to conserve and maintain the heritage attributes and cultural heritage value or interest.

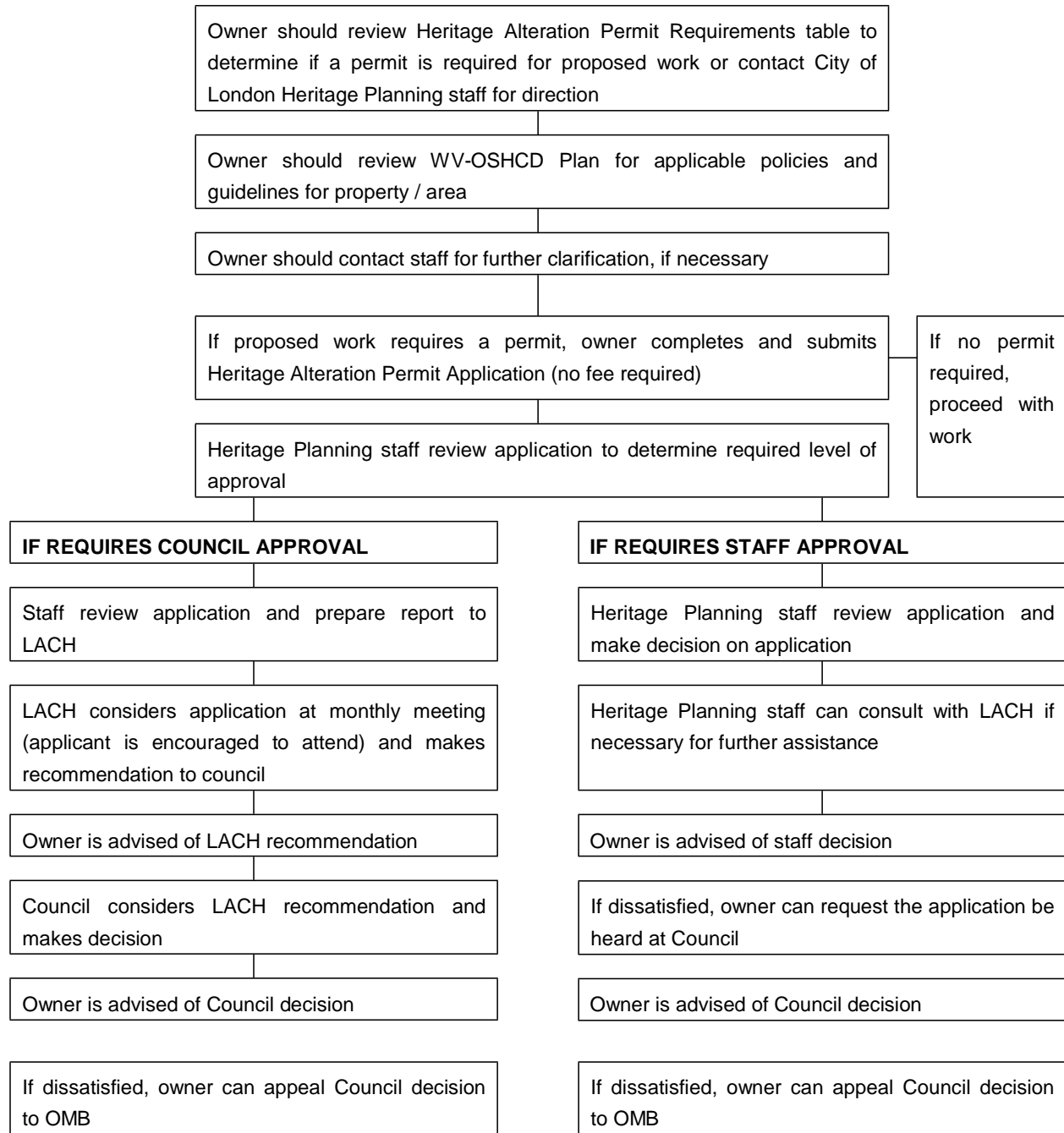


*Image 6 - London Normal School C. 1900. Source: Illustrated London*

## 7.2 APPLICATION REVIEW PROCESS

Table 3 illustrates the typical steps that a property owner will be required to go through when contemplating any alterations, additions or other work to their buildings in the Wortley Village-Old South HCD, based on the recommendation that Heritage Planning staff be delegated authority to make decisions on some applications. The process described below may be amended to reflect any changes that arise from a delegating authority by-law that would identify matters that could be approved by staff. Any such by-law would replace the process as described below.

Table 3 - Application Review Process



## 7.3 AUTHORIZATION

### 7.3.1 Heritage Planner

The City's Heritage Planner should be the first source of contact for anyone contemplating renovations, restoration or other building alteration and maintenance projects. The Heritage Planner has the knowledge, skills and resources to assist property owners in making decisions regarding whether or not a proposed project requires a Heritage Alteration Permit and the type of approval process. In addition, the Heritage Planner is responsible for preparing reports to the LACH and Council for review and decision making, therefore, their involvement from the beginning of any project increases the communication and understanding of what is being proposed.

At the present time, projects requiring a Heritage Alteration Permit are reviewed by the City's Heritage Planner, who then prepares a report to the LACH for its review and recommendation, which then goes to Planning Committee and Council for the ultimate approval.

However, with the increased number of HCDs in London, the review, processing and report preparation of Heritage Alteration Permits could potentially become an overwhelming and time consuming undertaking for staff as well as the LACH, Planning Committee and Council if numerous applications are received within a short time frame, or when there are gaps in LACH, Planning Committee and Council meeting schedules. As the recently amended *Ontario Heritage Act* allows for greater authority and decision making to be delegated to the Heritage Planner, it is recommended that a more streamlined process be considered for the approvals process in Wortley Village-Old South HCD in some situations, as described later in Section 7.4.

### 7.3.2 LACH

The London Advisory Committee on Heritage (LACH) is currently responsible for reviewing and providing input to the Heritage Planner, PEC and Council for all Heritage Alteration Permits. In addition, LACH members can provide a wealth of knowledge and information to residents regarding appropriate heritage preservation practices, examples and processes. LACH's role should continue to be similar to what it currently is, with the exception that their formal input / recommendations may not be necessary for all situations and Heritage Alteration Permits, in an effort to streamline the process.

Where LACH input and decisions are required or sought, they should be guided by the principles, goals, objectives, guidelines and recommendations in the Wortley Village-Old South HCD Plan.

### 7.3.3 Council

Members of Council are responsible for adoption of policies and plans relating to cultural heritage conservation in general and for approving Heritage Alteration Permits in HCDs. Council members should recognize the historical, architectural and cultural value of Wortley Village-Old South's heritage attributes when making policy and land use decisions that affect the HCD and also be guided by the principles, goals, objectives and guidelines of the HCD Plan. At the same time, they should be aware that a HCD designation is not intended to 'freeze' the community in time, and that change can and will occur.

Council should also allocate budgets to ensure that staff resources are sufficient to efficiently handle the Heritage Alteration Permit processes for Wortley Village-Old South HCD (as well as other HCDs), and that public infrastructure projects such as roadwork, tree planting programs, street sign and lighting replacement / refurbishment are appropriately funded to retain, or enhance where possible, the cultural heritage value or interest of Wortley Village-Old South HCD.

## 7.4 STREAMLINING THE PROCESS

In practice, the process for approval of proposed changes to properties in Wortley Village-Old South HCD should be efficient and cooperative. However, the following changes could be considered to the current approvals process to help streamline it.

- Increase delegation for approval of Heritage Alteration Permits to City staff, to reduce the timeframes required for the approval process. The *Ontario Heritage Act* supports delegating authority under Section 42 (16), (17) with the consent of the LACH.
- Reduce involvement of LACH for those situations where the City's Heritage Planner could be delegated responsibility for approvals and/or where the HCD guidelines are clearly being followed.
- Revise the current application form for Heritage Alteration Permit to enable staff/LACH to identify conformity with the principles and guidelines.

## 7.5 EDUCATION AND PROMOTION

During the public consultation components of Phase 1 of the Wortley Village-Old South HCD Study, residents indicated a desire for easily accessible information and assistance to help them with future conservation and renovation efforts at both the individual and community level. As a result, a 'Homeowners Heritage Information Guide' has been prepared as part of this HCD Plan. A copy of the brochure is contained in Appendix A. In order to make information available to as many persons as possible, including residents, property owners, contractors, and developers, the City may consider actions including:

- All City of London departments involved in the area impacted by the Wortley Village-Old South HCD Plan should be made aware of the boundary and the policies and guidelines of the plan.
- A press release should be issued describing the HCD boundary and plan and where people can get more information.
- Property owners and community members should receive notice and be made aware of where information about the HCD can be found.
- Copies of the HCD Study, Plan and brochure should be made available at the London Public Library for reference purposes.
- A copy of the Study and Plan should be available on the City of London's website.

- Real Estate offices should be notified of the boundaries of the HCD and should be encouraged to make this information available on real estate listings.
- Street signs should be erected to delineate the boundary of the HCD.
- Occasional workshops regarding heritage conservation, maintenance and renovation should also be organized in the community. These could potentially be initiated by the Old South Community Organization, or as partnerships with the City, LACH, heritage contractors / consultants, other HCDs, etc.

## 7.6 MONITORING PROGRAM

The Wortley Village-Old South HCD consists of approximately 1,030 properties. To evaluate the long term impact and effectiveness of the HCD designation and its associated HCD Plan, a monitoring program is recommended. This can also provide valuable information regarding the approvals process and timeframe requirements to help identify any staffing issues. Specific factors that should be considered as part of a monitoring program include:

- Number of Building Permit applications;
- Number and type of Heritage Alteration Permit applied for and granted;
- Time frame required for review and approval process for Heritage Alteration Permits;
- Qualitative / photographic record of alterations and redevelopment undertaken;
- Average housing price increase / decrease in comparison to similar areas of the City that are not designated;
- The monitoring program should be conducted on an annual basis with a brief report prepared;
- Due to the size of the HCD, it is recommended that the local Old South Community Association be enlisted to assist with the monitoring program, with one or two members being designated to liaise with the City's Heritage Planner and produce the annual report.

## 7.7 HERITAGE CONSERVATION INCENTIVE PROGRAMS

### 7.7.1 Grants

The Old South Community Organization (OSCO) may consider initiating fund raising and/or foundation programs to provide grants or other assistance for suitable heritage conservation projects in the HCD. Such programs would require the establishment of appropriate criteria and administration, but could provide a focus for additional community based efforts.

### 7.7.2 Tax Relief

At present, there is no municipal tax relief program in place for owners of Designated properties, whether Part IV or Part V. A Community Improvement Plan does provide incentives to owners of heritage properties designated under Part IV of the Ontario Heritage Act to encourage the retention of these significant heritage properties as part of any redevelopment that would include a designated heritage property. The London Community Foundation, with advice from the LACH, provides a small grant program for owners of designated properties as selected annually. Grants are related to conservation or restoration of heritage features. For updated information on tax relief programs, residents should refer to the City of London website ([www.london.ca](http://www.london.ca)) or contact the Heritage Planner.



## 8 ARCHITECTURAL DESIGN GUIDELINES

### 8.1 INTRODUCTION

The intent of the designation of an HCD is not to cripple desirable improvements in the area or to force the area to stagnate economically. On the contrary, many forms of growth and change are not only inevitable, but desirable to keep the area viable and vibrant. Methods must be found to incorporate new lifestyle patterns and technology that are the expectation for most residents and property owners. It is appropriate to replace some materials and assemblies with modern equivalents. However, the intent of designation of an HCD is to conserve an adequate stock of the heritage attributes that support or contribute to the cultural heritage value or interest of the area.

The contribution of each individual property to the overall cultural heritage value or interest of the Wortley Village-Old South HCD is primarily the street-facing façade of a property, except at street intersections and corner lots where the side façade also contributes. The assessment of the Wortley Village-Old South HCD classified properties as A, B, C or D based on historical reference and architectural quality. The heritage attributes of those properties are a combination of the construction details and components described in Section 9.

Any of the original components that face the public street(s) should be conserved as much as possible to conserve and protect heritage attributes and the cultural heritage value or interest of the Wortley Village-Old South HCD. The designation of this HCD will not affect interior alterations, the construction of an addition on the rear of a property if not visible from a public street, or the replacement of a rear garden deck. The use of the properties will be subject to normal planning and zoning bylaws regarding density and number of units, but will not be further restricted by policies of this Plan.

### 8.2 HERITAGE ATTRIBUTES

Architectural elements contribute to the cultural heritage value of Wortley Village-Old South HCD as heritage attributes. These are listed in order from the items of large scale and dramatic impact to the items of small scale and subtle impact on the surrounding built form. As in all discussions of artistic pursuits and emotional responses, there are differences in personal interpretation and relative values. However, the purpose of this Plan is to acknowledge the heritage attributes and cultural heritage value or interest of Wortley Village-Old South HCD, and their cumulative effects.

#### 8.2.1 Building Form, Massing, Height, Width and Visible Depth

The most apparent influence on the streetscape of the Wortley Village-Old South HCD is its overall size and shape of a structure as perceived from the street or public right of way. A building that is significantly larger or smaller than its neighbours, or long and low in a tall and narrow neighbourhood will be recognized for those unique qualities rather than contributing to the massing norm of the HCD. Variation from one property to the next is not necessarily an undesirable quality, especially minor or progressive variations in building form or massing in a grouping of similar items, where there is an established expectation of continuity.



*Image 7 - 135 Wortley, 115 Askin*

### **8.2.2 Building Setting on Property**

A building that would otherwise be consistent with its neighbours because of form and massing, can have a disturbing effect on the recognizable consistency of the HCD if it projects in front of the general line of building façades or leaves a noticeable gap. For the benefit of the coherence, most buildings in the sequence follow the same setting on the property. There are worthy exceptions for special locations and landmark buildings, such as churches and significant public buildings, but a consistent alignment and spacing of building façades is expected along a street unless there is good reason for a break.



*Image 8 - Rhythm of the street, 223 to 249 Wortley*

### 8.2.3 Architectural Style

The synthesis of building elements that combine to create a recognizable architectural style (Victorian, Georgian, Italianate, etc.) are usually considered being the stylistic prerogative of individual properties. The Phase I Study documented the range of styles that are prominent in the Wortley Village-Old South HCD and included examples and photos of the following:

- Queen Anne
- Victorian
- Classical or Neo-Classical
- Georgian
- Edwardian
- Italianate



Image 9 - Italianate, 30 Craig

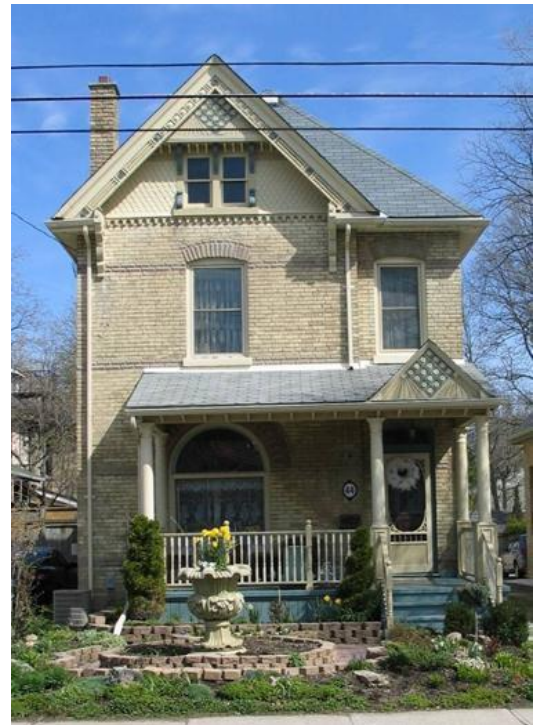


Image 10 - Queen Anne, 44 Bruce

### 8.2.4 Building Façade Elevation Layout and Shape, Projections and Reveals

Whereas the architectural style nomenclature may be a pedigree that appeals to the scholarly review of the worth of a property, to many residents, the name of the style is of less importance than the combination of projecting bays, inset entrances and rhythm of other major façade heritage attributes that contribute to the texture of the street elevation in combination with adjacent properties.





*Image 11 - TD Bank, 191 Wortley*

### 8.2.5 Porches

Porches, like their more commercial cousins, arcades, are what the late architect and writer, Bernard Rudofsky regarded as “architecture turned altruistic”. These flamboyant additions to the basic box of shelter, provide a civic gift to the neighbourhood, a place to see and be seen, an outdoor room largely exposed to passersby where social interaction is possible and encouraged. These are semi-public spaces where visitors are given shelter, even before being given admittance to the home. These semi-public spaces also provide a stage for the owner to present himself to the street prior to entering the public domain. Porches, in their prominent location on the face of a building, provide the opportunity for to exhibit artistic liberty and craft skills in the painting, care and decorating of the components.



*Image 12 - Porch Detail, 96 Bruce*



*Image 13 - Porch Detail, 126 Wortley*

Porches in Wortley Village-Old South HCD have been well recognized for their social, architectural and historic importance, and most have been well preserved and restored. There are many examples of simple and elaborate porches, mostly single storey, and some two storeys. They all deserve to be carefully conserved using adequate research to determine the original character and identify appropriate conservation and restoration techniques.

### 8.2.6 Roof Style, Chimneys, Dormers, Gables, Eaves, Soffits and Turrets

These heritage attributes are part of the basic structure of the building and add to the decorative character of the appearance. Some of these heritage attributes may have been added to the basic design for utilitarian purposes, such as roof dormers to allow a building's attic to be habitable with windows, others are almost purely decorative in nature, such as corner turrets and cone-shaped roofs that could easily have been incorporated into a slightly larger box for the small amount of floor space they contribute. All of these geometric solutions to the enclosure of space provide additional opportunities for the designer to embellish a simple box. All of these protrusions provide visible locations for additional decorative treatments as noted in "trim and decoration" below.



*Image 14 - Mansard roof, 17 Elmwood*



*Image 15 - Gabled roof, 86 Elmwood*



### 8.2.7 Windows, Doors and Accessories

The penetrations of the exterior wall of a building, to permit entry of people, light, ventilation, and to permit a view to the exterior, also provide design opportunities to decorate a simple box and to add functional and decorative building features such as rounded arches, stone lintels, projecting sills, keystones, decorative frames and contrasting materials, transom windows, leaded glass, beveled glass, decorative mullions and muntins, operating sashes, shutters and others. Doors and windows are necessary elements for any building, but their layout and decorative treatment provides a host of opportunities for the builder to flaunt the unique qualities and character of each building.



Image 16 - Oculus window, 25 Beaconsfield

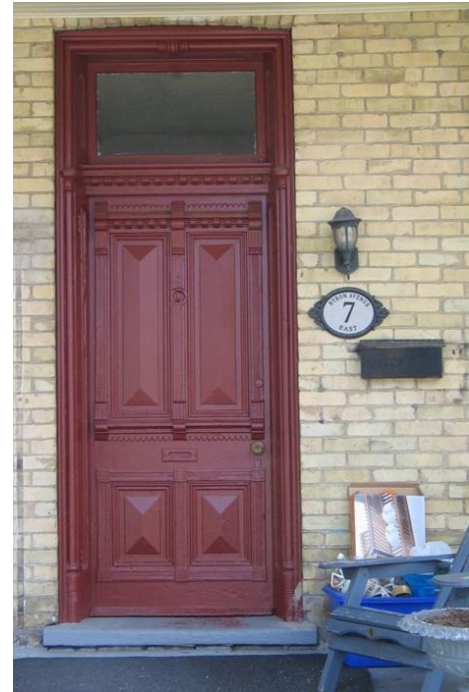


Image 17 - Door detail, 7 Byron

### 8.2.8 Building Materials, Textures, Colours

For the purpose of longevity and resistance to weather and fire, most of the single family residential buildings in Wortley Village-Old South HCD are constructed with exterior walls made from brick or stone masonry or a combination of the two. Most brick fabricated during the end of the nineteenth and beginning of the twentieth century is more porous and softer than good quality stone or concrete, hence the portions of the exterior wall in contact with the moist ground at the foundation were usually fabricated from stone, concrete or concrete block to resist the deterioration from moisture contact. This also provided an aesthetic base or plinth for the attractive display of the upper portion of the building built from finer textured and different coloured brick masonry. The roof of most houses was, by necessity, framed with wood to create the sloped and intersecting planes to shed rain and snow.

The wood roof structure was protected from moisture by being far above the ground and by the roofing materials (shingles, slates, flashing etc.) that shed the rain. This combination of construction materials, stone, brick, stucco and wood, and the range of colours and textures available from each provided a broad pallet for the builder in the design of each house.



For institutional and commercial buildings and multi-unit residential buildings, the selection of materials available was consistent with the time period that the adjacent houses were being built, but the form of the building required a different treatment and appearance.

### **8.2.9 Heritage Attribute Variations for Commercial and Institutional Properties**

The Wortley Village-Old South HCD area includes a number of commercial and institutional buildings, and multi-unit residential buildings. Some of the commercial-use properties are simply renovated residential buildings that have maintained the original style and appearance mostly unchanged. Some examples have been converted to commercial use by major changes to the style and appearance of the original residential façade. These are discussed in Section 8.3.

Some examples of commercial and institutional properties were purpose built with materials and technology and an aesthetic required for those purposes. The churches, St. James Westminster Church, Elmwood Presbyterian Church, Wesley-Knox United Church, and St. Martins RC Church, use masonry exterior walls, and massive sloped roofs, in the tradition of European cathedrals, and to maintain the tradition of a House of God being a super-sized version of a residential house with suitable accoutrements like a belfry or steeple.

Purpose-built commercial structures, like the store at 156 Wortley, E. T. Lamont - Westland, used materials that were similar to the adjacent houses, but combined in a layout and construction technology that better suited the intended purpose of the building. To provide visual and physical access to the goods for sale, the building is moved closer to the street line, the ground floor is lowered almost to ground level, and the front façade is enclosed with large amounts of glass at the ground floor facing the street. There is a prominent cornice, or decorative band, just above the shop window, that can be used for signage, advertising, and in some cases the mounting of adjustable awnings to protect the shop front, window contents and any display extending to the sidewalk in front of the shop from excessive sun or rain. Purpose-built retail buildings were most frequently constructed along major streets to benefit from the increased traffic and exposure to clientele, and were most often built in conjoined rows to benefit from the close commercial exposure to each other and to the pedestrian traffic on the sidewalk. The close proximity of the adjacent buildings created new problems of fire protection and rain disposal that were solved by the new built form. The roof and overhanging eaves were separated by masonry parapet walls extending vertically above the roof. This design contained fire from spreading to adjacent buildings. This design also provided a street façade that could be joined to other similar facades, but made unique by the materials, openings and signage at street and roof level.

## 8.3 DESIGN GUIDELINES

### 8.3.1 ALTERATIONS

Alterations to the façades of buildings visible from the public realm (typically the front of the building or front and side of the building on corner lots) have the potential to dramatically affect the appearance of not only the building itself, but the entire streetscape. In the Wortley Village-Old South HCD, it is very important to ensure that alterations conserve the heritage attributes of the property, are complementary to adjacent properties and cultural heritage resources, and contribute to the overall cultural heritage value or interest of the HCD.

#### 8.3.1.1 Recommended Practices and Design Guidelines

- a) Research the original style and appearance of the building to determine “authentic limits” of restoration or alteration so that the appropriate style is maintained.
- b) In the absence of historical data, use forensic evidence available from the building itself to suggest appropriate restoration or alteration.
- c) Seek similar properties (same age, same design, same builder, same architect) for evidence of details that may still exist as samples for reconstruction.
- d) Avoid “new” materials and methods of construction if the original is still available. In some cases, after careful research, substitute materials may perform better than original materials, but beware of using materials that have not been tested for years in a similar application.
- e) **Conserve**; Retain and restore heritage attributes wherever possible rather than replacing them, particularly for features such as windows, doors, porches and decorative trim.
- f) Where replacement of features (e.g. doors, windows, trim) is unavoidable, the replacement components should be of the same style, size, proportions and material whenever possible.
- g) Incorporate similar building forms, materials, scale and design elements in the alteration that exist on the original building.
- h) Avoid concealing or irreversibly altering heritage attributes of property, such as entrances, windows, doors and decorative details when undertaking alterations.
- i) If in doubt, use discretion and avoid irreversible changes to the basic structure and architectural style.
- j) Keep accurate photos and other records, and samples of original elements that have been replaced.

#### 8.3.1.2 Case Studies

Any vital organism must accommodate growth and change processes. The changes to a property that are necessary to accommodate new uses or different lifestyle patterns can be achieved in a fashion that do not jeopardize the heritage attributes of the remaining building.



*Image 18 - Balcony alteration, 197 Ridout, replication of baluster texture and new stair in unobtrusive location.*



*Image 19 - Window alteration, 67 Cathcart, modern intervention in sympathetic style*

A number of new materials that were not available in the nineteenth century are now readily available. Good practice for the replacement or alteration of existing building components is to fabricate the new components to match the materials and details of the original.

### **8.3.2 ADDITIONS**

Additions are typically undertaken to provide more space and/or to increase the functionality of the building. Similar to alterations, additions can also have a major visual and physical impact on both the building and streetscape. Care must be taken in Wortley Village-Old South HCD to ensure that additions respect the surrounding context, particularly with respect to scale and form, and are complementary to the original building, its heritage attributes, and the overall cultural heritage value or interest of the HCD. In the example of the Old South Village Pub, 149 Wortley, the addition at the front of the property uses materials and forms that are complementary to the original house, but is clearly identifiable as a new addition.

#### **8.3.2.1 Recommended Practices and Design Guidelines**

Additions that are necessary should be sympathetic and complementary in design and clearly distinguishable from the original construction by form or detail. The use of traditional materials, finishes and colours rather than exact duplication of form, can provide appropriate transition between additions and original structures.



*Image 20 - Ontario Cottage with large addition, 53 Askin*

### 8.3.2.2 Case Studies

- a) Additions should be located away from principal façade(s) of heritage properties, preferably at the rear, to reduce the visual impact on the street(s).
- b) Form and details of the addition should be complementary to the original construction, with respect to style, scale, and materials but still distinguishable to reflect the historical construction periods of the property.
- c) The height of any addition should be similar to the existing building and/or adjacent buildings to ensure that the addition does not dominate or adversely impact the original building, adjacent properties, the streetscape, and the HCD.
- d) Additions should not obscure or remove important heritage attributes, including architectural features, of the existing building.
- e) Additions should not negatively impact the symmetry and proportions of the building or create a visually unbalanced façade.
- f) New doors and windows should be of similar style, orientation and proportion as on the existing building. The use of appropriate reclaimed materials should be considered.
- g) New construction should avoid irreversible changes to original construction.



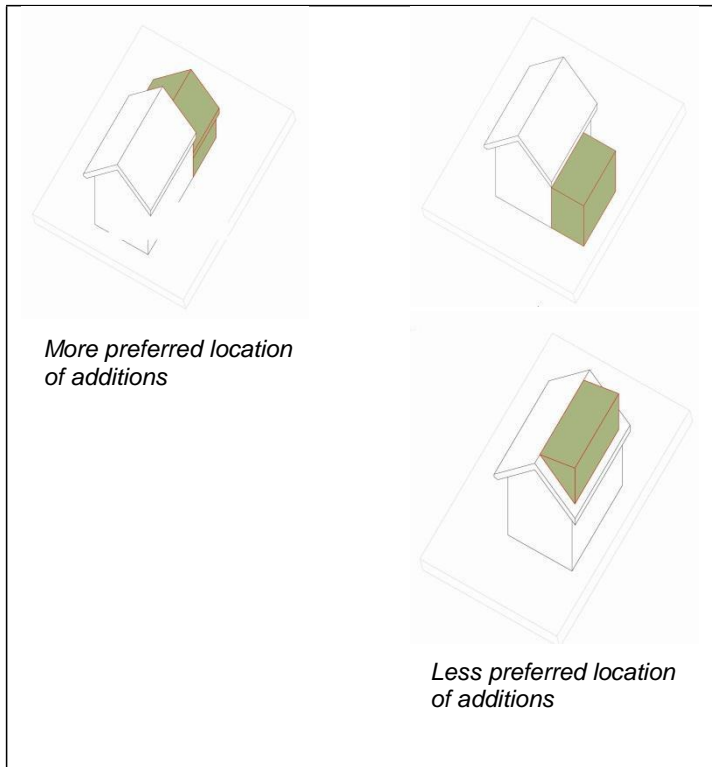


Image 21 - Preferred Locations of Additions

### 8.3.3 NEW BUILDINGS – RESIDENTIAL

There are selected locations in the Wortley Village-Old South HCD where new buildings are likely to be constructed. New buildings may be constructed in some cases as a result of fire or structural instability. In such situations, new buildings must be designed to be compatible with the cultural heritage value or interest of the HCD to help retain the overall visual context of the HCD.

#### 8.3.3.1 Recommended Practices and Design Guidelines

- a) Match setback, footprint, size and massing patterns of the area, particularly to the immediately adjacent neighbours. Match façade pattern of street or of “street wall” for solids and voids, particularly ensure the continuity of the street wall where one exists.
- b) Setbacks of new development should be consistent with adjacent buildings. Where setbacks are not generally uniform, the new building should be aligned with the building that is most similar to the predominant setback on the street.
- c) New buildings and entrances must be oriented to the street and are encouraged to have architectural interest to contribute to the visual appeal of the HCD.
- d) Respond to unique conditions or location, such as corner properties, by providing architectural interest and details on both street facing façades.



Image 22 - Rebuilt residential, 15 Victor



Image 23 - Rebuilt residential, 107 Marley

- e) Use roof shapes and major design elements that are complementary to surrounding properties and their heritage attributes.
- f) Respond to continuous horizontal patterns along the street such as roof lines, cornice lines, and the alignment of sills and heads of windows and doors.
- g) Size, shape, proportion, number and placement of windows and doors should reflect common building patterns and styles of other buildings in the immediate area.
- h) Use materials and colours that represent the texture and palette of the Wortley Village-Old South HCD.
- i) Where appropriate, incorporate in a contemporary way some of the traditional details that are standard elements in the principal façades of properties in the Wortley Village-Old South HCD. Such details as transoms and sidelights at doors and windows, covered entrances, divided light windows and decorative details to articulate plain and flat surfaces, add character that complements the original appearance of the neighbourhood and add value to the individual property.
- j) New buildings should not be any lower in building height than the lowest heritage property on the block or taller than the highest heritage property on the same block.

### 8.3.4 COMMERCIAL PROPERTIES

Wortley Village-Old South HCD includes a significant number of commercial buildings. Some are purpose-built for commercial use, while some are converted from residential buildings. The majority of the commercial properties are located along Wortley Road. There are also a number of professional offices and other commercial uses at the edges of the HCD, where large houses have been converted to commercial and institutional use.





Image 24 - New Commercial Building, 162 Wortley

#### 8.3.4.1 Recommended Practices and Design Guidelines

- a) Where properties are being converted to office or commercial uses, retain heritage attributes (doors, windows, porches) and details of the building to reflect its residential history.
- b) If alterations are required to provide barrier free access, ramps and railings should be of suitable materials, colour and design details to blend in with the heritage property as much as possible, and be located to reduce the visual impact on the façade and heritage attributes of the heritage property.
- c) If significant alterations or additions are required to provide suitable access to the front of the building, it is preferred that these elements be designed as complimentary or unobtrusive additions concealing a minimum amount of the original façade and identifiable as a separate construction. New work should be recognized as new, but sympathetic in appearance to the original.
- d) Avoid the use of backlit, fluorescent signs as these are not consistent with the age, style and character of the Wortley Village-Old South HCD (refer to the City Sign By-law). Preferred sign options include painted, stained or carved wood or materials with similar appearance with lettering styles that reflect the traditional, historic character of the community. The preferred type of sign illumination is shielded lighting at the top or side of signs. Signs must also comply with the City Sign By-law.
- e) The size and scale of signs should correspond to the property. Signs which obscure heritage attributes, including architectural details, should not be permitted. Freestanding signs as landscape elements in front of the property should avoid potential conflict with building style and details.
- f) Any additional parking requirements that may be necessary to meet business needs or zoning regulations should be located at the rear of the property and be appropriately screened by landscaping and/or fencing from the street and adjacent neighbours . Council may consider accepting payment of a fee in lieu of providing additional parking on a heritage property where the provision of the parking would be detrimental to the heritage attributes, or the pedestrian nature of the location. The fees collected would be used to provide nearby off-site parking.
- g) Prior to any major renovation to a heritage property for the purpose of conversion to a

new use, efforts should be encouraged to retain unique features and heritage attributes and to capitalize on those, rather than dismissing them for their age.

#### 8.3.4.2 Case Studies

Many of the heritage property conversions have been completed with appropriate care and sensitivity to the heritage attributes and cultural heritage value or interest of the HCD. In many cases, the exterior has been conserved and maintained in good condition to represent the original appearance and contribution to HCD. Minor modifications to the exterior of the front façade allow for the incorporation of identification signage, easier access for clientele and better visual contact with the street through the window openings. Other reasonable changes include additions to the rear of the original building and changes to the paving and landscaping to permit additional pedestrian and vehicular access, deliveries and parking.

#### 8.3.5 INSTITUTIONAL PROPERTIES

The most significant landmark and institutional property in the Wortley Village-Old South HCD is the London Normal School. It has recently been very well restored to represent its original appearance and made secure from weather and structural deterioration. The property is currently vacant and has been declared surplus to Provincial government use. The City of London is currently in discussions with Infrastructure Ontario (IO) to acquire the property with the goal to find a new use and to ensure its cultural heritage value to the community and continued maintenance of the heritage property.



Image 25 - Normal School, 165 Elmwood



Image 26 - View of Normal School

Other institutional buildings in the HCD include several churches. St. Martin's Catholic School and Victoria Public School, which provide visible landmarks represent wide public appeal and interest.

## 8.3.6 BUILDING CONVERSIONS

### 8.3.6.1 Original Single Family Residential Converted To Commercial Use

Some of the existing buildings in the Wortley Village-Old South HCD have been converted from single family to commercial or office uses. The conversion of properties may make economic sense thereby helping to retain some cultural heritage resources that would not otherwise be salvageable. However, the alterations that are undertaken as part of the conversion process to provide additional entrances and emergency exits can affect the exterior of the building.



Image 27 - Old South Village Pub, 149 Wortley



Image 28 - Split residence, 120 Wortley

### 8.3.6.2 Original Single Family Residential Converted To Multi Unit Residential

A number of existing properties in Wortley Village-Old South HCD have been converted from single family to multi-unit dwellings by dividing the interior of the building into individual apartments. This has occurred more frequently with some of the larger properties. As the zoning in Wortley Village-Old South HCD permits the conversion of dwellings, the potential exists for more buildings to be converted in the future. The conversion of buildings often makes economic sense thereby helping to retain some buildings that might not suit in today's households. However, the alterations that are sometimes undertaken as part of the conversion process to provide additional entrance and emergency exits can affect the exterior of the building.

### 8.3.6.3 Recommended Practices and Design Guidelines

- a) Avoid altering the streetscape façade of the building. Provide access to individual suites and offices from the interior of the building. If this is not feasible, new entrances should be located to the side or rear of the building.

- b) If exterior stairs are required for access or emergency exit purposes, they should be situated at the rear or side of the building away from view, using materials and construction methods that are compatible with the original building design.
- c) Do not obstruct or remove original door and window locations.
- d) Locate additional utility meters in an inconspicuous, but accessible, location at the rear or side of the building, where feasible.
- e) Front yard or boulevard parking is discouraged unless unavoidable and permitted by zoning regulations.
- f) If additional parking must be provided, it should be located at the rear or side of the building with appropriate landscaping or fencing provided to screen it from the street and adjacent neighbours.



## 9 ARCHITECTURAL CONSERVATION GUIDELINES

### 9.1 CYCLES OF RESTORATION ACTIVITY

The word “**conservation**” suggests the on-going efforts to maintain a building in serviceable condition, respecting its original condition. Where some measure of planning and scheduling of maintenance is required, the process is determined mostly as a reactive response to observed needs and the predictable cycle of deterioration and repair. This can include a variety of approaches, including restoration.

The word “**restoration**” suggests major rebuilding and repair processes to return a building to its former condition. Many examples of heritage properties, particularly in European locations, have undergone multiple restorations over several centuries. Restoration is a pro-active process undertaken on an infrequent interval to grapple with an accumulation of issues regarding the future use and well-being of a building. Restoration is sometimes triggered by a major crisis such as fire or flood, or by a change of ownership or intended use or future vision.

The two words together describe an on-going process of cyclical activity in the maintenance and adaptive re-use of existing properties. These guidelines will concentrate primarily on the physical aspects related to maintenance, repair and construction activity. However, it is important to recognize that the long term stewardship of cultural heritage resources may include any or all of the following phases:

#### 9.1.1 Protection and Stabilization



*Image 29 - Fascia repair detail, 17 Elmwood*

A heritage property may have been neglected or subject to abuse or fire or other damage that has left the building in a vulnerable condition. An initial review of the building should focus on the immediate risks to the cultural heritage resource. Structural collapse may occur if fire has weakened part of the building or if flood or frost have undermined or heaved the footings. Deteriorated or missing roofing or broken windows will permit the entry of rain and moisture that will destroy interior finishes and trim. Some temporary intervention should be considered if there is significant risk to a vacant or vulnerable heritage building. Reduce risk of fire by disconnecting electricity from aged or

damaged portions of wiring. Keep out the potentially damaging elements. Secure doors and board windows if necessary to keep out vandals and animals.

Tarpaulin roofs that are leaking. Connect or install rainwater leaders to prevent water from saturating exterior walls, particularly if the heating has been shut down. For any portions that are at risk of collapse, provide temporary shoring or underpinning.

### **9.1.2 Maintenance**

As part of the cyclical process that is required for any property, a heritage property may have some unique features that require specialized skills on a regular basis. Copper and slate roofs for example, last a long time, but the inspection and maintenance cannot be entrusted to a roofer only skilled in asphalt shingles. For heritage properties in particular, a preventive maintenance program should be in place to ensure no deterioration of the permanent building fabric. The program itself should be reviewed annually to modify procedures that do not effectively protect and conserve the heritage property.

The maintenance program should include an annual review of the entire property to monitor any deterioration that cannot be controlled by regular maintenance. In the event that some permanent elements or materials are showing evidence of wear or weathering, positive intervention may arrest or reverse the damage.

For any deterioration that is more severe than can be controlled with regular cleaning, painting or other maintenance, there is good reason to consider more sophisticated solutions. The solutions should be researched carefully to ensure that there are no negative side effects and should be reversible if monitoring of the solution indicates unexpected complications. Specialist building conservators can assist in the research to determine the cause and the most effective remedy to stabilize severe deterioration.

### **9.1.3 Cleaning**

There are many processes included in “cleaning” from the gentle touch of a dough poultice through several wash sprays through to blasting with fluids, rubber eraser granules or abrasive stone granules. The type of cleaning process should suit the material being cleaned, the contaminant being removed, the environment for the cleaning and the philosophy of cleaning. The philosophy of cleaning is intertwined with the goals of conservation and restoration. Most people in the heritage restoration field believe that the words “aged”, and “patina” are assets when describing heritage properties. Cleaning that totally reverses the aging process may not result in an appearance that is an improvement for the building. Similarly, research and reasonable care is important to ensure that the layers being removed in a cleaning process are not the layers that have protected the building from weather and deterioration. The sandblasting of many old soft brick buildings removes the hardest exterior layer of brick and permits rapid deterioration of the remaining façade.



### **9.1.4 Conservation, Rehabilitation, Restoration**

Conservation, rehabilitation and restoration refer to major building and repair processes as well as ongoing efforts to maintain buildings. These are the most typical activities that are (or should be) undertaken by property owners. Guidelines and best practices are provided in later sections of this report to provide assistance and direction for undertaking some of the most common activities.

### **9.1.5 Conversion**

The best safeguard for the conservation of a heritage property is the on-going use by caring owners or tenants. If a truly remarkable heritage property cannot attract a use and sits vacant, it is prone to deterioration from weather and vandals and, even if adequately protected by guards and occasional maintenance, sits as a forlorn form, missing many of its heritage attributes. It is far better that old buildings find new uses, even if the new use requires substantial changes to parts of the original building.

### **9.1.6 Modernization**

The intent to conserve the heritage attributes of a heritage property does not require the preservation of winter drafts, or poor heating in an historic house, or potentially hazardous materials and equipment in a commercial building. The purpose of the planning phase of any construction or maintenance project is to attempt to anticipate both the potential risks and benefits from the process and to maximize the benefit while minimizing the risk. Most of the systems and materials that can be improved by modernizing are concealed inside the wall construction and in the interior of the house. The visible, heritage attributes that contribute to the street façade and cultural heritage value or interest of the Wortley Village-Old South HCD should be conserved.

### **9.1.7 Reconstruction**

Some elements or even whole buildings may need reconstruction because of severe damage from weathering or possibly fire. We can continue to conserve our cultural heritage resources through reconstruction; however, certain rules apply regarding the care of reproduction and the ability to distinguish new from old so that the process is kept honest. The tradition continues with revitalized physical form. Design guidelines provided earlier in Section 8 of this report provide direction if/when reconstruction is necessary.

## **9.2 CONSERVATION GUIDELINES**

A goal of heritage conservation is to conserve as much of the community fabric, both built and natural, as possible from the time of its development. Heritage attributes such as unique gable configurations, original doors and windows, porches and decorative mill work are important in the Wortley Village-Old South HCD. Conservation guidelines for maintaining and restoring these heritage attributes, as well as other building components, are provided in the following sections, and should be considered by both property owners and approval authorities when work on a heritage property is being contemplated.

### 9.3 ROOFS AND ROOF ACCESSORIES

Roofs and roof accessories are important components of heritage properties, not only for their functional and protective characteristics, but also because the materials, slope, shape and design details frequently help define building style and age. In the Wortley Village-Old South HCD, the most common shapes on the commercial buildings are flat roofs and some Mansard roofs. The residential buildings feature mostly gable and hip roofs.

Roofs and their components are continuously exposed to the worst weathering conditions and therefore deteriorate most quickly. Slate, cedar, metal or bituminous compound roofing materials wear out and must be replaced on a regular cycle. The accessories, including metal flashing around joints and edges, also require periodic replacement, sometimes before the roofing.

Until about 1925 the principal choices for roofing materials were primarily slate and wood shingles. To a lesser extent, clay tile or zinc shingles, and metal roofing were used. Most of the roofs on commercial buildings in London would originally have had tar or pitch roofing on fabric roofing felts on a low slope or “flat” roof. The tar or pitch would be protected from the sun and stabilized with a shallow layer of gravel embedded into the bituminous material. The residential buildings with sloped roofs would have had wood shingles, probably cedar, with a fewer number of more expensive installations of roofing slates.



*Image 30 - Roofing slates, 88 Duchess*



*Image 31 - Metal shingles, 96 Duchess*

### 9.3.1 Slate

Slate is a very durable cladding material used for roofing and sometimes vertical walls, particularly as vertical gables at roofs. The material is a shale-type sedimentary stone available in a variety of colours and qualities from quarries around the world. The nature of the stone permits cut blocks to be cleft into thin layers approximately ¼ to ½ inch thick to form shingles approximately 10 x 20 inches in size. Good quality slate roofing properly installed and maintained should last for 50 years or more.

#### Typical Problems Encountered

Individual slate tiles may break due to age, structural defects or excessive impact. In addition, the fasteners used to join the slate to the building may eventually deteriorate or break, causing the slate to loosen or break away from the roof structure below.

#### Conservation and Maintenance Guidelines

- Inspect roofs occasionally to identify any damaged or missing slates. Maintenance and inspection of slate roofing should only be undertaken by skilled trades people who will use suitable equipment for access to the roof to avoid breaking fragile tiles.
- Individual slates that are damaged should be replaced with matching slates by a skilled roofer with slate experience.
- Major replacement of slate roofs should include photographic recording of original pattern for replication of the design in new slates. New slate roofs should be installed with modern peel and stick ice protection at the eaves, and breathable underlay throughout.

If total replacement of a slate roof is required, and new slate is not a feasible option, the slate may be replaced with a substitute acceptable to the Heritage Planner, possibly with consultation with the LACH.

### 9.3.2 Shingles

Shingle roofing is a generic term that refers to a number of products whose characteristic is the lapping of small sheets or plates on a sloped or vertical surface to shed rainwater by gravity. Common historic materials included cedar shingles and split cedar shakes and as discussed above, and slate tiles installed as shingles. Original cedar shingles or cedar shakes have been replaced with modern materials, usually the ubiquitous three tab asphalt shingles. Cedar shingles look great, but have a relatively short life span, create issues of fire resistance, and relative insurance costs. The wide spread acceptance of asphalt shingles (asphalt impregnated felt with a protective granular stone surface) provided a low cost, good quality roofing material from about 1930 onwards. In recent years, several manufacturers have produced variations that provide an appearance more similar to the original cedar shingles that they have replaced.

## Typical Problems Encountered

Shingle roofing deteriorates over time as the materials eventually break down as a result of water, wind and solar exposure. The extension of a roof over an un-heated eave permits ice dams to form in winter and may cause leakage of water into the house as water backs up under lapped shingles.

## Conservation and Maintenance Guidelines

- Shingle roofing, either cedar or asphalt, has a 20 to 30 year life cycle. Some patching may prolong replacement by a couple years, but once the shingles have deteriorated or the roof has begun to leak, replacement is the only practical solution.
- Some roofing contractors offer savings in the cost of re-roofing by installing the new shingles directly over the old shingles, using longer nails. The cost of removal is not saved, but deferred to the eventual removal at a later date. Stripping the roof of old shingles permits inspection of the condition of the roof sheathing (boards) for any weakness or decay, and permits the application of peel and stick eave protection to guard against ice damming. Multiple layers of shingles may also overstress the structural capacity of the roof framing causing roof distortion and sway back ridges.
- The use of premium quality asphalt shingles is recommended for maximum life expectancy (30 years) and to mimic the texture of the original cedar shingles.
- Avoid bright colours for asphalt shingles on heritage buildings. Gray, brown and black best replicate the style of the original cedar roofing without drawing undue attention to the roof.
- Ensure that attics are adequately insulated on the warm side and ventilated on the cold side to prevent heat escaping through the roof and the formation of ice dams.
- Where roofs are prone to ice build-up and ice dams, carefully remove heavy snow accumulations from the roof to minimize their formation. When re-roofing, install a new peel and stick waterproofing layer under the shingles at the eaves where ice dams may form.
- Where decorative shingling is used on the gable end, inspect it on a regular basis and repair or replace damaged components with like materials. Avoid removing or cladding over decorative shingling.

### 9.3.3 Chimneys & Parapet Walls

Brick and stone in chimneys and parapet walls and the metal trim in building cornices are exposed to severe weathering and deterioration. If regularly maintained by re-pointing and re-painting, most of these heritage attributes will last indefinitely. Some of the most intricate masonry and metal details in a building are at the uppermost locations for prominent viewing, but are then more vulnerable to weather and difficult to access for maintenance.

## Typical Problems Encountered

Weathering and crumbling of the uppermost brick and mortar can occur on chimneys, along with deterioration of traditional clay chimney pots. Efflorescence of white mineral deposits on masonry surfaces may also appear, caused by condensation of moisture and minerals in exhaust flue gasses.

## Conservation and Maintenance Guidelines

- Inspect chimneys occasionally, and clean if necessary, to ensure that they are functioning properly and there is no build-up of soot or blockage by nests, etc.
- In some heritage properties, the chimney is in a prominent location, and sometimes repeats brickwork details that are evident in the rest of the house. Research and restore to original appearance to the extent possible.
- Before repairing original brick chimneys, record the existing design with photographs to allow for the replication of design details.
- Conduct adequate research to determine whether the existing deteriorated chimney is the original design, or has been previously rebuilt without due attention to original brick details. Determine whether the current rebuilding should adopt the original design.
- Much traditional brickwork displayed textures and bonding patterns and mixtures of brick colours and stains that are currently unfamiliar to the trade. Again, take advantage of current technology to improve the longevity of the finished work. If the brick or stone is deteriorated beyond salvage, use a matching colour, but in a more durable material than original if available.
- Be sure the chimney is lined to prevent acids and water vapour from attacking the chimney from the inside. Use the best primers and paints on metal cornices and trims to ensure good adhesion and long life of the protective paint film.
- Avoid removing original chimneys, even if they are no longer functional, as they provide a design element that contributes as a heritage attribute to the heritage property. If the chimney is no longer used, it should be capped and sealed by a knowledgeable tradesperson.

### 9.3.4 Gables, Dormers and Turrets

In Wortley Village-Old South HCD, a large part of the cultural heritage value or interest of the individual properties and the HCD is established by the ornate treatment of the roof gables and dormers facing the street. A number of significant locations throughout Wortley Village-Old South HCD are also accentuated by the addition of a projecting parapet wall or party wall projecting through the roof.

The decorative treatment of gables, dormers and parapets are prominent, artistic additions to properties in Wortley Village-Old South HCD and deserve care in conservation and restoration. Because these decorative roof embellishments are an integral heritage attribute of Wortley Village-Old South HCD, their conservation and restoration is important.



Image 32 - Dormer, 72 Bruce



Image 33 - Gable & turret detail, 70 Elmwood

### Typical Problems Encountered

The intricate details of wood trim and special shingle patterns are very exposed to weather deterioration in inaccessible locations. In addition, small, intricate roof planes intersect to create additional ridges, hips and valleys that are most vulnerable to snow accumulation and damage from wind scouring. Small, remote rain gutters may also exist that fill with leaves and debris and foster rot. Often, dormers and gables are constructed with minimum overall exterior wall thickness and roof thickness preventing adequate insulation and ventilation to avoid heat loss and complications of ice damming.

### Conservation and Maintenance Guidelines

- Decorative gables and dormers should not be covered or obscured by siding or other materials.
- Deteriorated wood components should be replaced with new components fabricated to replicate the original design. Where components are completely missing, or too deteriorated to provide a pattern for replication, undertake adequate research by observing similar examples and copying as precisely as possible.
- New wood should be treated with a preservative to avoid rot.
- Existing wood should be prepared for repainting by either stripping off old layers of paint, or localized priming and top-coating.

Where possible in dormers, upgrade insulation value in walls and roofs to reduce risk of ice dams. Use approved foam injection and styrofoam slabs in concealed locations to improve weather resistance.

#### 9.3.5 Soffits & Fascias

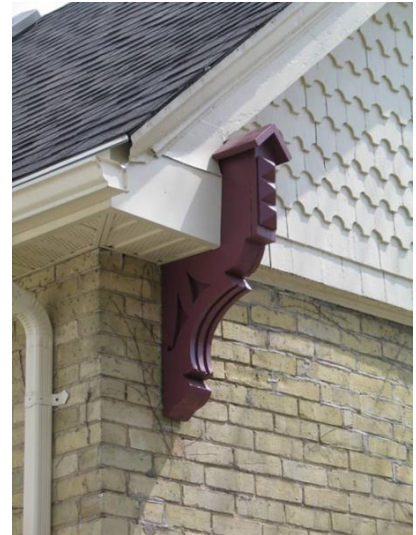
The portion of roof that extends beyond the exterior wall to form an eave projection usually combines a short vertical surface, called the fascia, with a short exterior ceiling, called the soffit. For the low edge of a sloped roof, the fascia is frequently the location of rainwater gutters to collect the rain from the roof.



For the sloped edge at a triangular gable roof, no gutters are required, and the fascia is available for decorative treatment similar to the gable below, but with less protection from the weather.



*Image 34 - Missing brackets, 27 Askin*



*Image 35 - Bracket & soffit, 6 Brighton*

### **Typical Problems Encountered**

The fascias at the edges of roofs, along with the rain gutters are exposed to the same effects of weather as the main roof, plus additional exposure to severe wind, icicles, abrasion by tree branches and wear from ladders and maintenance access. These surfaces are also difficult to access for regular maintenance and are frequently overlooked while they deteriorate.

Many property owners have chosen to clad soffits and fascias with prefinished metal or vinyl to cover a host of problems with a brand new guaranteed finished surface. The guarantee is a hollow promise. The cladding system itself is based on the flimsiest of sheet materials dependent on the structural support of the original trim materials underneath.

Where the support is damaged, the new finish can cover, but it cannot hide underlying problems, such as rot or physical damage. The soffit itself is generally well protected from weather and hence inclined to be a favoured location for wasp's nests.

### **Conservation and Maintenance Guidelines**

- Avoid maintenance and repairs that require the covering of original materials with a new layer that conceals the original.
- Replace deteriorated original wood details in soffits and fascias with new wood cut to replicate the profile of the original, and finished to match.
- Strip and re-paint original painted surfaces where the paint has deteriorated. Use caution in the stripping technique not to damage the underlying wood surface and not to expose yourself to the lead in paint dust or fumes from heat stripping.
- If the paint surface is peeling or blistering, look for the probable cause of the paint film deterioration such as excessive humidity escaping thorough the wall, or exposure to wetting from rain.

## **9.4 EXTERIOR WALLS**

The walls that enclose the building contribute to the appearance of a heritage property. For the purpose of heritage conservation, this exterior appearance should be maintained. However, exterior walls are an assembly of elements and layers each intended for a different purpose. Examples are logs and chinking, stone and plaster, brick and wood paneling. Many of the traditional assemblies were designed to provide adequate structural integrity to hold themselves and other components in place, to provide security against entry of uninvited people, to resist entry of wind, cold, rain, pests, and to provide a suitably finished interior appearance. When restoring exterior walls, ensure that the original intent of the original components is understood and repaired or protected adequately.

### **9.4.1 Brick**

In Wortley Village-Old South HCD, brick is used as the exterior wall material in most properties. Towards the end of the nineteenth century, Victorian style with ornate brick detailing spread through the British Empire. In the hands of clever designers and skilled masons, bricks can be artistically combined in a variety of bonding patterns, textures, details and arches to give enormous variety to the exterior finished walls.

#### **Typical Problems Encountered**

Hard fired brick from good quality clay is almost indestructible in well-constructed walls. However, nothing is totally impervious to aging and deterioration. In our climate, the combination of moisture and freezing is very destructive to brick masonry. Moisture saturates the small pores in the brick and freezing causes the ice crystals to form and expand, cracking the brick and forcing the exterior layers to crumble or drop off in thin layers (spall off). As the exterior cladding on exterior walls, it is impossible to avoid freezing temperature exposure for brick walls.

The increased vapour pressure from the time of original construction also drives damaging humidity into the wall components where it causes various kinds of deterioration, such as mould, spalling,

mortar deterioration, and efflorescence. Adding insulation into the assembly of an exterior wall may possibly cause additional and faster deterioration to the wall because of increased condensation and freezing within the colder exterior wall.

### **Conservation and Maintenance Guidelines**

- Ensure that rainwater does not contact bricks continuously.
- Ensure that the eave overhang protects the wall from most of the vertical rain.
- Ensure that the rain run-off from the roof is controlled or collected into gutters and downspouts to prevent wall saturation. Broken or missing downspouts cause enormous damage to the brickwork below.
- Ensure that groundwater does not contact bricks continuously. Avoid brick wall construction in direct contact with the ground. Use more impervious materials such as hard stone, concrete or concrete block for foundation walls. Ensure that the ground around a foundation slopes away from the building to provide drainage.
- Control damage caused by water vapour through the use of vapour barriers, balanced air pressures, appropriate insulation and heating. Seek professional advice and workmanship for this type of restoration work.
- Reduce as much as possible the permeation of moisture vapour from the interior of the building through the brick wall. Consider the installation of extract fans, best combined with a heat extractor device to retrieve heating economy, in humid locations to capture moisture at its source and create a minor negative pressure in the house to ensure that any minor leaks or transmigration is from the outside towards the inside, reducing the moisture build-up in the walls.
- Painting of original brick surfaces is not recommended, as it can trap moisture and cause greater deterioration of the brick.
- Do not sandblast brick. This is likely to permanently damage the surface of the brick and accelerate any deterioration.

#### **9.4.2 Stone**

As a building material, stone is classified as hard stone for the granites and igneous types of stone and as soft stone for the sandstones, limestones and most other sedimentary types. Stone is also categorized by the method used for gathering, quarrying and preparing the stone and the stacking methods used to install the stone in the wall.

Stone makes a durable, stable and strong exterior wall, and is capable of being rough cut or finely detailed, and set into the wall in coursed or random stacking.

#### **Typical Problems Encountered**

Deterioration of stone is largely the result of factors since the initial construction, such as exposure to wetting and freezing concurrently. This may lead to cracking or breakage of the stone, or loss of the

surface in thin layers from spalling. There are also examples of exterior stone walls where exposure to de-icing salt near the sidewalk has caused accelerated deterioration.

### **Conservation and Maintenance Guidelines**

- Like most other building materials, stone is best preserved by keeping it dry.
- If stone has begun to crack from moisture and freezing, it can be stabilized with considerable effort and expense by the insertion of concealed stainless steel pins and epoxy injections to seal and adhere the damaged material back together.
- It is never too late to prevent stone from being saturated by water to arrest deterioration. In some cases, the insertion of new metal flashing, or the repair of rain gutters and downspouts will extend the serviceable life of stone elements that have begun to deteriorate.
- Ultimately, the stone may have to be replaced in part or entirely with a new piece of matching stone cut to the original shape. A partial replacement that is inlaid into a prepared hole like a filling is called a “Dutchman”. A stone that is close in texture can also be tinted to match the surrounding stone colour.
- There are also suppliers of specialty repair mortar, such as Jahn Mortar, that can be prepared in a combination of ingredients and pigments to replicate the colour and texture of almost any natural stone. These mortars can be used to fill small blemishes in stone that do not warrant full replacement and have been used successfully for several decades.
- In locations where the original stone surface has become excessively porous and weakened, there are specialty liquid stone consolidants that restore most of the original texture and strength of the stone surface with resin type bonding agents that are absorbed into the pores of the stone to help bind the mineral components together while preserving the breathable nature of the natural stone.

This process should only be undertaken when the cause of the original deterioration has been resolved, and with the understanding that stone replacement may eventually be required.

#### **9.4.3 Cast Stone and Concrete**

After about 1900, many of the applications in the Wortley Village-Old South HCD that traditionally would have used stone were substituted with cast stone, which is a carefully formulated mixture of Portland cement, coloured sand and fine stone aggregates. This process was becoming popular and relatively inexpensive during the first few decades of the twentieth century, to replicate the appearance and strength of stone building components.

There are examples of cast stone used for lintels and sills for windows and doors, and for decorative cantilevered cast stone corner and arch detail in the brick at 7 Bruce Street.

#### **9.4.4 Mortar and Repointing**

Exterior masonry walls have more components than just brick or stone. All masonry units are joined together by mortar joints which form as much as a quarter of the exposed surface. The mortar joints in masonry walls are, by design, the softer and more sacrificial component in the exterior wall assembly to ensure that any minor movement (there is always some) is absorbed by

the mortar joint and the bricks or stones do not crack. Where the masonry units may last forever, in our climate the mortar joints require inspection and repointing on a 25 year cycle. The repointing process is an aggressive cutting back of loose and deteriorated mortar in the joints and the skillful topping up and tooling of the joints with fresh mortar.

### **Typical Problems Encountered**

Present day mortars have a high concentration of cement, which will not allow it the same flexibility as earlier mortar particularly during the freeze – thaw cycle. This in turn can cause the bricks or stones to crack or spall. When mortar repairs are required, a professional mason should be consulted.

### **Conservation and Maintenance Guidelines**

- Replacement mortar should be weaker than the surrounding masonry units and use minimal amounts of Portland cement in a sand/lime mortar mix.
- The installed mortar should be well compressed into the open joint and tooled to a dense, slightly concave surface to resist absorbing water.
- In some instances, where the original masonry was finished by special tooling or special detail of the mortar, such as projecting tuck-pointing, the original should be replicated, knowing that the special detail may require more frequent monitoring and maintenance than a simple concave joint.

#### **9.4.5 Wooden Siding**

Wood siding was used in very few of the original properties in the Wortley Village-Old South HCD as an entire cladding material. Many more examples are of wood cladding being used for porch enclosures and portions of upper floor cladding such as in roof gables. Much of the original wood siding was from “old growth” softwood trees, which produced long, straight, wide boards without knots or splitting, and rich in resins that reduced rotting. Wooden siding produced an attractive, economical exterior wall that resisted weather if well maintained. The maintenance regime includes continuous monitoring, repairing damaged portions and repainting on a regular basis, probably every decade.





*Image 36 - Wood siding, 68 Bruce*

Many of the original installations of wood siding used horizontal clapboard in widths from 4 to 6 inches and a variety of profiles. The standard designs had an interlocking tongue and groove edge top and bottom and were either tapered across the full width or beveled or grooved at the top edge to provide a shadow line. There were a few examples of vertical wood siding using wide boards and narrow battens to cover the joints, but this was less weather tight and considered more appropriate to sheds and service buildings by the time most of the properties in the Wortley Village-Old South HCD were being constructed.

### **Typical Problems Encountered**

As with brick and masonry walls, trapped moisture is the most damaging factor for a wood clad wall, causing blistering of the protective paint film and rotting of the wood substrate.

### **Conservation and Maintenance Guidelines**

- Wood cladding should not be in contact with the ground to reduce the risk of rotting and risk of attack by termites and other insects.
- Preserve as much as possible of the original material when undertaking repairs.
- Damaged siding should be removed and replaced with similar material. Avoid covering any original material with layer(s) of new material.
- Where material is replaced, take photographs of original details at corners, around doors and windows, and where the siding meets the foundation or the soffit of the roof to ensure that the replacement replicates these details.
- In some cases, the removal of trim pieces at doors, windows, corners and soffits may be necessary to ensure that the top layer of details is not buried, but replaced on top after

the installation of the new siding.

- In the event that a large proportion of the siding is deteriorated, and individual replacement of boards is no longer possible, there are several alternatives for the replacement of original wood siding. Avoid any new siding that is simply attached over top of the original as many of the trim details and corner details of the original will be lost underneath or recessed behind the new skin. Remove the deteriorated layer of original wood siding, maintaining the original trim details around doors, windows and other interruptions of the siding. Once stripped of siding, the exterior sheathing of the house can be inspected for damage and repaired and new Tyvek weatherproofing added behind the new siding to improve the wind and moisture resistance of the exterior wall without detracting from the original appearance. The replacement materials available for wood siding includes: natural wood, specially prepared and pre-finished wood, vinyl, aluminum, and fiber-cement board siding.
- Natural wood siding can be acquired and milled to profiles identical to the original profile and nailed in place and painted or stained to replicate the original appearance. This is the optimum solution where feasible.
- Prefinished wood siding in several standard profiles and colours, along with required trim components is also available. While the raw wood that is the starting material has knots and blemishes that were not present in wood siding a century ago, this material is the preferred second choice if natural wood siding is unavailable or too costly.
- Vinyl and aluminum siding are popular now for new construction and renovation because they are very inexpensive alternatives. They are inexpensive because they are very thin sheet materials formed into plank-shaped profiles and finished in a range of standard colours. They perform well at keeping rain and weather out of the building, but because of the thin nature of the sheet material, they are very fragile in use and prone to damage from impact of vehicles, toys, and ladders used for maintenance. These materials are not recommended to cover or replace original wood siding.
- Fiber-cement board (which is a safe development from the abandoned asbestos-cement industry) is a relatively new product that offers many of the benefits of traditional wood siding without the cost or some of the defects that are standard with new wood products. The boards are available in a variety of standard profiles and pre-finished with a primer for finish painting on site. They are available in a smooth, flat finish that will stay smooth and flat compared to most vinyl and aluminum sidings. Like wood, they must be protected with a paint finish that can be selected from any paint colour and must be maintained with occasional repainting. This material, while less preferable than wood siding, is more suitable than aluminum and vinyl materials.

#### 9.4.6 Stucco

Stucco is a generic term that refers to an applied coating of cement based plaster and finished with one of a variety of textures ranging from smooth-trowelled to coarse-trowelled to spray finish to pebbled and several others. Sometimes the finished texture is then painted with a coloured paint for additional protection and decoration.

The longevity of the original installation is dependent on the type and quality of installation and of maintenance. Cement stucco is very rigid and relatively thin, somewhat like a china dinner plate. It is dependent on being well supported by the concealed structural material to which it is applied, and having adequate room to expand and contract in the heat of summer without cracking, and to being protected from excess moisture that causes frost cracking and delamination from the supporting structural materials behind.

Stucco was sometimes applied over a masonry wall (stone, brick or concrete block), which provides a stable, continuous support for the finish. In some applications in the Wortley Village-Old South HCD, stucco was applied onto a series of thin wood strips (lathing) which were nailed to the exterior of the wood framing. The trowel application of the stucco would force a small amount of the cement paste through the gaps between the wood lath strips to form an anchor (key) to hold the stucco in place after curing, just like interior plastering. Some stucco, like plaster, was reinforced with fibers, usually animal hair, so that small cracks would not fall apart. This sometimes preserved the stucco in place, even if the original wood lath deteriorated substantially.

## Typical Problems Encountered

Stucco can be prone to cracking and breakage as it ages and becomes more brittle, and can also be more susceptible to damage as a result of impact than other surfaces such as wooden siding or brick. The exterior application of stucco is also subject to intermittent wetting by rainstorms which can cause the underlying wood lath to swell and cause stress to the cement keys, sometimes breaking them and causing the stucco to bulge.

## Conservation and Maintenance Guidelines

- Modern stucco repair can benefit greatly from modern materials without sacrificing the heritage quality of the restored property. Where repairs are necessary, wood lath can be replaced by galvanized expanded metal lath (diamond shaped mesh) that resists moisture damage, provides improved keying and support for the stucco, and does not impart movement stresses into the stucco finish.
- Exterior Insulation Finish Systems (EIFS) are a popular, modern exterior wall treatment that can easily replicate the appearance of traditional stucco with the benefit of increasing the insulation value of the wall. Existing walls (or new) are clad in rigid foam plastic sheets usually about 2 inches thick, and coated with a mesh-reinforced acrylic stucco. The advantage of the system is the provision of a resilient stucco surface resistant to cracking, and the added insulation. The disadvantages are several. Any existing decorative surface features become buried within the thickness of the coating. Any junctions with existing door and window openings and other trim details usually are replaced with inappropriate stucco returns and thick details. And where the systems are marketed to provide additional thermal protection, the overwhelming evidence from places like Vancouver indicates that the systems are inclined to be poorly installed and permit water ingress and retention. The supporting structure underneath becomes damaged from the dampness while the exterior shows no signs of the increasingly serious deterioration. The system requires the highest quality of professional design and application to be used in new locations and even more demanding skills if used as a retrofit application.

## 9.5 PORCHES AND VERANDAHS

### Typical Problems Encountered

Like other details on the exterior of a building exposed to severe weathering, the paint, wood and masonry portions of porches deteriorate more quickly than the rest of the structure. Foundations and footings for porches were sometimes built with less care and less depth than the main portion of the building. As they are exposed to frost heave from all sides, they are more inclined to be shifted out of plumb alignment. Often porch floors are built as wood platforms over an exterior crawlspace that is difficult to access for maintenance but provides easy access for animal pests and debris.

## Conservation and Maintenance Guidelines

- Removal or substantial alteration to the size, shape and design of existing porches is strongly discouraged.
- Do not remove or cover original porches or porch details, except for the purpose of quality restoration. Prior to executing any repairs or restoration, photograph the existing conditions and research to determine whether the existing is original or an appropriate model for restoration. Use annotated photographs or drawings or sketches to represent the intended repairs.



*Image 37 - Porch detail, 219 Wortley*

- When restoring a porch that is either intact or completely demolished, some research should be undertaken to determine the original design which may have been much different from its current condition and decide whether to restore the original.
- For the structural elements of the porch, use the best of current technology including secure footings extending below frost and pressure treated wood for wood framing.
- For decorative elements such as gingerbread fretwork and other trim, wood is still the best choice to recreate the original appearance, but using improved technology such as waterproof glues and biscuit joiners and liquid preservatives and best quality paints to protect the finished product.
- Fibreglass and plastic versions of decorative trims should be avoided. Poor interpretation of the scale or design of applied decoration detracts from the visual appearance and architectural coherence of porches and verandahs.
- Install and maintain a porch apron on all exterior sides below the porch floor level that permits good ventilation and prevents animals and debris from entering. Research some of the attractive and functional trellis designs that are used in the neighbourhood to fulfill this purpose. Include a hinged or removable section for occasional access for maintenance and inspection. Smooth and grade the ground under the porch to slope away from the basement and cover the exposed ground with a thick polyethylene sheet and a layer of gravel or precast paving stones. This will reduce the dampness and growth of mould and provide more comfortable access for maintenance.



## 9.6 DOORS AND WINDOWS

Doors and windows offer both functional and visual contributions to heritage properties as heritage attributes. In Wortley Village-Old South HCD, windows are particularly important features, as the repetition of traditional Georgian double hung divided lite windows creates continuity throughout the HCD. Many of the original doors also contain stained or leaded glass transoms over the doors. Retaining the shape, size and proportion of the original doors and windows is an important aspect of conserving significant heritage attributes.



*Image 38 - Window, 60 Edward*



*Image 39 - Door detail, 133 Bruce*

For most of Wortley Village-Old South HCD, traditional windows would have been fitted with wooden storm windows, an outer sash that protects the building from winter cold, and protects the permanent window sash from weather exposure and deterioration. Storm doors offer the same function, and could be fitted with screens in the summer time for ventilation.

### **Typical Problems Encountered**

Original door and window frames are nearly always constructed of wood. Often, the portions of a window or door opening that weather badly and deteriorate the most are the bottom of the sash of the window, or the bottom rail and threshold of the door, as they are exposed to more moisture. These elements can sometimes be replaced to conserve the remainder of the door or window. Cracks can also appear in wooden window frames due to the general wear and tear of opening and closing windows and humidity changes. These should be filled, primed and painted to limit further damage.

According to conservation first principles, during a restoration of a building or an element of a building, the greatest amount of original material should be preserved. In the case of windows and doors, there are a growing number of restoration specialists who can judiciously replace individual rails, muntins or panels in an assembly to preserve most of the original material and all of the original character of the component. In the event that the window or door is beyond repair, an accurate replacement should be replicated, using the original as the design template, and using the same materials as the original where possible. There are good quality manufacturers of doors and windows, and there are even instances where modern materials can mimic the profiles and appearance of traditional materials in the fabrication of the doors and windows. However, great care is required to ensure that the proportions and the subtlety of the original design are maintained.

In the case of windows, the quality of true divided lites in the design of the muntin divisions is crucial to the appearance of a traditional Georgian window. Windows and other components viewed from the street are consistent with the neighbouring and original appearance.

Wooden storm windows take the brunt of weathering and sacrifice themselves to reduce deterioration of the inner window assembly. As a result, they typically require repair or replacement more frequently than the inner windows. When the storm windows have deteriorated beyond repair, they can be replaced. The replacement with matching wood storm windows is preferable to aluminum windows, but if aluminum has been used, it should be primed and painted to be as inconspicuous as possible.

The caulking or putty that seals the glass to the wood frame also dries out over time and can crack or become loose. Replacement of the putty should be undertaken to reduce heat loss and prevent potential further damage or breakage of the windows. Weather-stripping has also improved in design and function enormously since the advent of central heating and particularly since the escalation of fuel costs. There is no reason to avoid using the best modern weather-stripping applied appropriately to the oldest of original doors and windows.

### **Conservation and Maintenance Guidelines**

- The preservation of original doors and windows is strongly encouraged wherever possible as the frames, glass and decorative details have unique qualities and characteristics that are very difficult to replicate.
- Regularly clean and inspect doors, windows and frames for cracks, loose putty or weather stripping, or other signs of damage or deterioration.
- Original wood framed doors and windows in most cases can be restored or replaced with new wooden products to match if the original cannot be salvaged, but may require a custom-made product. Take particular care that exact visible details are replicated in such elements as the panel moulding and width and layout of the muntin bars between the panes of glass.
- If possible, retain parts of the original doors and windows, particularly the original glass. Small differences in interpretation of these details makes a huge difference in the overall appearance of the heritage property.
- The replacement of original wood framed windows by vinyl or aluminum clad windows is discouraged. If this is the only reasonable option, the replacement windows should mimic the original windows with respect to style, size and proportion, with a frame that is similar in colour, or can be painted, to match other windows.
- If a door or window that has a decorative transom must be replaced with new, make every

effort to preserve at least the transom at the top of the door or window opening.

- Original door and window openings on the street facing façade should not be blocked up or covered as this can greatly alter the visual character of the dwelling.
- Choose storm and screen doors that reflect the age and heritage attributes of the heritage property. Wood framed doors are much more preferable than aluminum screen/storm doors and have the added advantage of being able to be painted to complement.

### 9.6.1 Leaded and Stained Glass

In the Wortley Village-Old South HCD, leaded and stained glass windows are used most frequently in arched front windows and transoms over the doors, sometimes with the house number embedded into the design. Many of these stained glass windows have unique patterns and rich colours.

Leaded glass windows are a distinctive feature of many properties in the Wortley Village-Old South HCD. The term “leaded glass” includes the sub-categories of clear leaded glass, coloured and patterned leaded glass, and stained leaded glass. Technically, the expression “stained glass” refers to glass components in a leaded glass assembly that have been painted with a top coat of coloured material that is then fired permanently onto the surface of the glass. This technique is used for traditional church windows with highly detailed images including shading fired onto the glass.

#### Typical Problems Encountered

the materials of a leaded glass window are resistant to aging and weathering, but fragile and prone to physical damage. Even when well protected, the lead will eventually oxidize and weaken and the panels will require professional re-leading and restoration. The cycle of repair is approximately a century.

#### Conservation and Maintenance Guidelines

- Because stained and leaded glass windows are such a notable feature, every effort to retain and repair them should be made.
- Consider providing a protective layer of glass on the outside to reduce the risk of physical damage from objects and atmospheric pollution. Traditional storm windows fulfill this role very well.
- If complete replacement of these windows is necessary, replacement windows should be of the same size and shape and incorporate stained glass details and colours similar to the original design.

### 9.6.2 Shutters

Several examples of traditional louvered shutters exist in the HCD and should be conserved and maintained. Generally they are associated with earlier styles including the cottage forms and the Italianate. By 1900, they were less likely to have been in use. The Queen Anne style with the large ground floor arched front windows are unlikely to have had shutters originally. At one time, shutters protected the home from sun and regulated airflow in the house. Today they are mainly decorative, however, their existence complies with the same criteria of authenticity that other elements of the facade are required to meet.

### **Typical Problems Encountered**

Often shutters were removed from the hanging hardware once found on the window frames and attached to the wall on either side of the window. The moveable louvers are often painted into position. The surfaces of the louvers are also very exposed to the elements, and if not painted and maintained adequately, can be subject to deterioration.

### **Conservation and Maintenance Guidelines**

- Original louvered blind-style shutters are rare and should be retained and repaired if necessary. Missing louvers should be replaced.
- If original shutters have been removed from their hinges and attached to the wall on either side of the window, new hardware should be found and the shutters re-hung.
- Replacement wood shutters could be considered for house styles that would have originally incorporated shutters, such as the cottage and the Italianate styles. Shutters made of aluminum or vinyl are not recommended. Salvage yards are a good source for period shutters.

### **9.6.3 Awnings**

Awnings were popular for sun control and entrance protection during the first half of the twentieth century. Adjustable awnings continue to provide a good “green” alternative to energy consuming air conditioning and heating systems, to welcome the heat of the sun during the winter and to reduce the solar heat gain in the summer. Awnings are particularly useful on south facing windows where there are no deciduous trees to provide natural shading. The use of awnings also permits an interesting variation in colour and texture when artistically designed.

### **Typical Problems Encountered**

Traditional awnings of canvas stretched over a light steel frame and using cords to raise and adjust the shade are exposed to severe weathering and ultraviolet deterioration. The canvas fabric would only last for five to ten years before requiring replacement. Newer synthetic fabrics will last twice as long, but some colours are prone to fading. Traditional awnings were removed during the winter to permit full ingress of daylight and to protect the fabric from winter exposure.

### **Conservation and Maintenance Guidelines**

- The original and best awnings are as fragile as umbrellas and require care in handling to prevent damage.
- The framing system should be designed and installed to permit easy detachment from the wall of the building for storage and maintenance.
- Where awnings are used it is important to ensure that traditional designs relate to the shape of the opening and to the style of the building.
- Modern curved fabric plasticized and backlit awnings that are emblazoned with logos and signage are inappropriate substitutes for traditional awning designs.

## 9.7 FOUNDATIONS

Foundations not only provide the structural support for the main part of the house, but also provide the display base for the featured appearance of the heritage property. The foundation can be as significant to the overall appearance of a house as the frame is to a picture. Foundations for building in Wortley Village- Old South HCD are similar in type and purpose to most in Ontario. The choice of materials that could be used as foundation walls in 1900 was limited to stone, concrete, concrete block, and some types of brick burned at a very high temperature to become stronger and less porous than normal brick.

### Typical Problems Encountered

Foundation problems usually arise due to their failure to resist the lateral pressure of the earth, made worse by the recurring freeze thaw cycles of frost in the ground around the exterior of the foundation wall. This lateral pressure sometimes causes cracking in the wall, and water ingress at the location of cracks.

For locations where water ingress is excessive through the foundation wall, the simplest solution is to ensure that surface water on the ground does not drain toward the foundation, but is directed away from the foundation by sloping the ground away from the building. If the water ingress cannot be easily corrected by grading, digging on the exterior of the foundation to install a new waterproof membrane and drainage system to collect the groundwater before it penetrates the foundation wall may be the only option.

During previous repairs, the exterior of the foundation wall may have been coated with various trowel- on or paint-on materials that may have failed and fallen off in some locations. If the general condition of the coating is sound, only repairs may be required to the areas that have failed. See the comments on “stucco” finishes to improve the quality of the replacement material installation and to reduce the exposure to damaging moisture.

### Conservation and Maintenance Guidelines

- Ensure that the ground around the dwelling is sloped away from the building to prevent water from pooling at the foundation.
- Inspect foundations occasionally, looking for cracks and loose surface materials on the foundation itself, or settling and low spots on the surrounding ground.
- If minor cracks are evident, repairs will typically require chipping out loose mortar and masonry and re-setting the loose components with new mortar.
- For foundations that have settled or deteriorated excessively, re-building the foundation wall(s) may be necessary. Temporary support is required for the structure of the house above while the damaged wall is dismantled and re-constructed.

## 9.8 DECORATIVE TRIM AND DETAILS

There is a wealth of decorative trim and detail on the houses in Wortley Village-Old South HCD which substantially adds to the charm and cultural heritage value or interest of the HCD. The decorative trim (often referred to as ‘gingerbread trim’), and brackets under eaves made from wood, and cast iron, and wrought iron railings, finials and details are an integral part of the appearance of the buildings and the HCD.



In a number of instances in Wortley Village-Old South HCD, the decorative trim is very representative of the original builder.



*Image 40 - Lamont window detail, 156 Wortley*



*Image 41 - Gable detail, 150 Wortley*

## **Typical Problems Encountered**

As much of the decorative trim is composed of wood, with multiple projecting surfaces, its exposure to rain, snow, wind, etc. can eventually cause deterioration and breakage. Some of the components (e.g. – spindles, brackets, mouldings, etc.) are small or finely detailed, also making them more susceptible to damage or breaking away from the larger structure. In some cases, the decorative trim has been covered up by vinyl or aluminum siding, substantially altering the visual appeal of the building and the heritage value.

Some owners object to the additional work required to maintain the intricate design of trim details and remove the decorative trim or cover it with a simple, flat cover. This is a denial of the special quality and beauty of the original construction, and on street façades, the denial of enjoyment to the public using the street.

## **Conservation and Maintenance Guidelines**

- Inspect decorative trim and details regularly to identify areas which require repair, repainting or other maintenance. Keep the paint film on decorative wood components intact. Use a wood preservative, such as copper naphthate, or zinc naphthate, brushed liberally onto bare wood and wood joints prior to painting to reduce deterioration from rot.
- Avoid covering or otherwise obscuring decorative trim and details with other materials, particularly vinyl and aluminum siding.
- Where decorative trim elements have deteriorated or disappeared, their reconstruction or replacement to complete the original appearance is strongly encouraged.

- Preserve and restore as much of the original trim and detailing as possible and use the original as templates for new replacements.
- For trim and castings, research the profiles that were available and popular in the location and the period and notice the methods for joining the edges and corners that are different from current construction. Some larger replacement profiles may have to be fabricated from more segments than the original to build up the overall size and projection from the wall.
- Avoid the use of mouldings that are standard profiles called ‘Victorian’ or ‘Colonial’ available at building supply stores - they are poor substitutes for the delicate profiles of the original. There are specialty moulding suppliers who carry a wider range of stock mouldings and some millwork shops that can cut profiles to order.
- Consider using contrasting paint colours to highlight decorative details. See additional guidelines regarding paint and colour in the following section.

## 9.9 PAINT AND COLOUR

Paint has been used, in a variety of formulations, throughout history to decorate and protect our buildings. For a building material that costs so little and represents such a small quantity of the volume of materials in a building, paint has an enormous impact on the visual appeal and the longevity of a building. The traditional image of heritage buildings has always been determined in part by colour fashion and in part by availability of pigments and binders for paint. The reason that most barns were painted red initially was the source of inexpensive paint concoctions that included animal blood as a principal component, and trimmed with white (whitewash) from powdered lime and milk.

### 9.9.1 Paint and Wood

Prior to the advent of “pressure treated” wood which has a rot-resistant chemical injected into the fibres, virtually all wood used outside needed to be painted on a regular basis to prevent deterioration and rot. Some wood that was naturally rot-resistant (cedar) was used unpainted for fences and shingles, and some utilitarian buildings such as sheds and barns were left unpainted to age to a deeply textured, gray finish. But all wood associated with inhabited buildings was painted to present a finished appearance to the neighbourhood, and to protect the investment in the construction. The recent introduction of pressure treated wood has been a mixed blessing. The treatment process usually only penetrates the outside layer of wood and does not protect the core from rotting eventually if exposed to prolonged dampness. The treatment process does not prevent the cycle of swelling and shrinking with changes in environmental moisture, and the resulting deterioration of the surface texture, combined with sun and weather exposure. Better protection is still afforded by a paint film, properly maintained by regular re-painting.

### 9.9.2 Paint and Masonry

The use of paint, or finishing films or coatings on stone or brick or concrete masonry has traditionally been applied in certain conditions. In locations where soft or porous masonry was exposed to dampness or hydrostatic pressure, such as in a foundation wall, water-resistant coatings were often applied with varying success (see Stucco and Parging). For aesthetic appeal, principal walls that were constructed of poor quality masonry, such as stone rubble or inferior brick, were sometimes covered with stucco and possibly painted with a mineral based paint.

Any paint film used on the exterior of a building should be able to “breathe” to allow any buildup of moisture vapour on the inside to escape to the outside without raising blisters or peeling off the film. This is particularly important with brick and most masonry materials that are porous. Paint films over large areas of brick are inclined to seal the surface, trap moisture, and cause spalling and other deterioration of the masonry. Exterior paint requires regular maintenance and occasional repainting compared to exposed brick masonry. Many examples of exterior brick masonry walls were constructed by highly skilled masons using a variety of bonding patterns, textures and sometimes multi coloured brick and mortars to create a distinctive decorative effect. The covering of this detail by painting diminishes the original building and introduces a maintenance responsibility for the remaining lifetime of the building.

If you have a masonry building that has painted elements, try to understand the purpose for which they may have been painted. If the purpose is logical and the appearance is attractive, there may be good reason to maintain this tradition. If, a brick building has been completely painted, and the purpose and the appearance is not appealing, the original appearance of the exposed brick may be restored. The best method requires an application of a chemical stripper that softens the paint and permits it to be rinsed away with water. The process is caustic to skin and plants and requires professional skill and equipment to prevent overspray and to ensure proper containment and disposal of the waste. Some light abrasive wash, such as the Joss System, may be used for the removal of stains and excess soil build-up. Ensure that the applicator company has heritage experience and understands the importance of mild cleaning to avoid removal of the historic patina on the surface of the masonry and to avoid damage to the brick itself.

Do not permit sandblasting, either wet or dry processes, to be used on soft clay brick. Sandblasting is too aggressive and quickly removes the original surface of the brick, exposing the soft core to rapid deterioration and changing the texture and appearance of the surface.

### 9.9.3 Paint Colour

Colour preferences and styles change. It is difficult to find accurate records for original colours of buildings except on the building itself. Paint scrapings can determine with reasonable certainty the progression of colours on the building. The bottom layer may be the first colour, but perhaps not the best choice. Allow some latitude in the research and methodology for choosing the colours to arrive at a selection that you and your neighbours are happy to live with.

A paint palette was developed by the Benjamin Moore Company for the Old East Village. This palette may provide a sample of appropriate paint colour choices for Wortley Village-Old South.

Remember that lighter colours reveal more of the bas relief sculptural detail in trim elements. Some owners may also prefer to accentuate the facets of painted trim details by using slightly different shades of colour for recessed and projected surfaces. This technique should be undertaken with subtle shading differences and test panels to ensure that the finished result is not garish.

### Conservation and Maintenance Guidelines

- Ensure that wooden surfaces are painted to protect them and increase their lifespan of the material. When painting, take care to prepare surfaces properly (i.e. – removing dirt and grime, scraping away loose paint, filling holes, etc.)

- Avoid painting brick and masonry, unless it is already painted. If removal of existing paint is contemplated, use appropriate chemical strippers with caution. Do not sandblast painted brick or masonry surfaces as a means of paint removal.
- Contact knowledgeable paint suppliers to obtain information about the appropriate type of paint to use (oil versus latex, etc.) on specific surfaces or over previous paint jobs.
- Select paint colours that are consistent with the heritage character of the area and that complement other materials or details on the building.

## **9.10 UTILITY AND SERVICE CONNECTIONS**

In the very early stages of development of Wortley Village-Old South HCD, the first properties would have been independent of all utility and service connections. With the construction of many buildings on small lots, by 1900 each lot would have been connected to the City's water and sewer systems. Municipal electrical connections were available after 1910. The above-ground service connections have grown in number and size to include heavy gauge wiring for 200 amp electrical service and numerous other wires for telephone, cable, data and other connections. Where the services are not buried underground, they should be grouped together and coordinated to travel the least distance to the building, and to be routed into the building at the nearest location to avoid wires and conduit draped over the historic façade. Similarly, public utilities in the public right of way should be coordinated so that the heritage initiative is not defeated by the ad-hoc installation of cables and services.

## **9.11 ENERGY EFFICIENCY**

The demand to increase the energy efficiency of homes and businesses is ever increasing. Often times, owners of heritage properties can find it challenging to balance the historical integrity of their homes with much desired energy upgrades. At the time that this Plan was prepared, an Energy Efficiency Guide for Heritage Homes was being completed by Enermodal Engineering, a member of the MMM Group Limited. This document will provide measures that address the topic of energy efficiencies of heritage homes and guidelines for retro-fitting older buildings and sustainability in the broader sense, including the conservation and re-use of structures and materials.

## 10 LANDSCAPE CONSERVATION & DESIGN GUIDELINES

### 10.1 INTRODUCTION

Landscapes are a living entity and by their very nature are in a continuous cycle of growth, decline and regeneration. Studying the landscape in relation to modifications made by humans over the centuries reveals both the change and continuity of the space and provides us with the narrative that connects us to the place. The landscape that is found within the Wortley Village-Old South HCD reflects the past and present values of the residents: the large, well groomed lawns of the residential properties, the bustling nature of the commercial core, and the tree-lined streets which knit them all together, reveal the pride and sense of community that resides within the HCD.

Landscape elements can provide an opportunity to unite a streetscape and harmonize fragmented or insensitive built elements. The umbrella-like canopies of mature street trees, for instance, provide a strong unifying element throughout Wortley-Old South HCD, where there are different building styles and uses. They are the one common element that is repeated rhythmically throughout the entire area, and they are often of such mass and presence that they can overcome other disjointed elements within the streetscape and maintain the sense of the place within the HCD.

A goal of heritage designation is not to stop time and ensure that an area remains unchanged in the in the future. Change is inevitable as landscapes evolve, just as the needs and desires of those people who experience them do. Many aspects of both our public and private spaces will have to transform in response to over-arching issues, such as climate change, that will affect not only how we use our landscapes, but their very composition and make-up. The intent of the heritage designation with respect to the landscape is to encourage conservation of the core elements that make up the landscape, such as mature street tree canopy, setback, size, form and massing, to protect the heritage attributes and cultural heritage value or interest of Wortley Village-Old South HCD.

Recommended practices, design guidelines and illustrations are provided in the following sections for when improvements are contemplated in the Wortley Village-Old South HCD. They are informed by the overall heritage conservation principles listed in Section 3 of this Plan and should be considered in conjunction with these principles when considering alterations or improvements to the landscape. The following conservation and design guidelines are intended to provide both the City of London and the residents of Wortley Village-Old South HCD with examples, ideas and further guidance relating to both the public and private cultural landscape.

### 10.2 HERITAGE ATTRIBUTES

The landscape is an aggregate of elements that are both public and private. Often it is the public space that is thought of as the streetscape; however, many of the heritage attributes found within the private realm can make powerful contributions to the streetscape.

The heritage attributes of the landscape are often defined within the public realm by elements such as the street trees, boulevards and parks and open spaces, as well as lighting and street furniture.

Features of the private realm also contribute significantly to the cultural heritage value or interest of a streetscape. Within the Wortley Village-Old South HCD, the massing and setbacks of buildings, both residential and commercial, as well as trees and gardens, all contribute to the streetscape. It is this combination of public and private that form the streetscape as a whole.



## 10.3 PUBLIC REALM

### 10.3.1 Streets



*Image 42 - View along Askin Street, looking toward Wortley Road*

Streets and lanes tie the landscape together, linking people and places with one another. Not only integral to transportation and movement, they are the conduits through which much of our public life passes and can play a fundamental role in the vitality of our communities.

Wortley Road is both the physical and commercial centre of the HCD. The street serves as an important pedestrian and vehicular linkage, but also functions as a destination, providing the community with shops, services, and institutional facilities. With respect to the Wortley Village Commercial Area, the following recommendations have been made:

- Encourage landscaped gathering nodes, to create visual character and vibrancy along the street.
- Encourage the establishment of distinct and unified street furniture and lighting along Wortley Road that is sensitive to the heritage attributes of the streetscape but does not create a false sense of heritage.
- Encourage the establishment of an enhanced pedestrian realm through the use of unified paving materials that are sensitive to the heritage attributes of the streetscape.
- Maintain the overall proportions of the street, boulevard, and sidewalk so that setbacks and the relationships between built form and the street remain consistent.

### 10.3.2 Street Trees

#### 10.3.2.1 Guidelines for Residents

The care, maintenance, and replacement of the neighbourhood's street trees are integral to sustaining the

broad, green canopy that has become associated with Wortley Village-Old South HCD. While the City is responsible for the management of public street trees, the community members of the HCD can assist them in maintaining this important resource through the following guidelines:

- Do not cut down or damage publicly owned street trees that are adjacent to your property. The current municipal by-law (Boulevard Tree Protection By-Law P.-69, 2005) prohibits anyone from removing or damaging a city tree. Remember that a publicly owned boulevard street tree can be on either side of the sidewalk, so confirm ownership before considering any action to the tree.
- Use care when cutting grass and using power lawn care equipment directly adjacent to street trees.
- If a street tree or other publicly owned tree, such as trees located in public open spaces or parks appears to be in poor health, severely damaged or in serious need of major pruning, contact the City's Forestry group through Environmental Programs and Customer Relations Division.
- If new street trees have been planted adjacent to your property, monitor them and water them regularly during periods of dry weather.
- If you would like the City to plant a tree in the boulevard, contact the Forestry Group or Parks Planning and Design.



*Image 43 - Street Tree on Wortley Road*



### 10.3.2.2 Guidelines for Municipal Authority

Any municipal authority contemplating tree removal must consider the policies of the Wortley Village- Old South HCD Plan and Guidelines and in every possible instance consult with the Heritage Planner prior to taking any actions which may detract from the cultural heritage value or interest of the HCD. Any removal requires approval from the Forestry Group.

The Forestry Group is divided into two sections, an Operations section and a Planning section. In the spirit of this document, The Forestry Group shall adopt the policies and guidelines and where possible, communicate with the Heritage Planner regarding additions and replacements of vegetation over the future. The overall management of the urban forest which includes boulevard trees and vegetation located in parks and public open space would best be addressed by developing an urban forest management plan to ensure the long term retention of the tree canopy.

A multitude of changing and evolving environmental conditions such as Asian Long Horn Beetle, global warming/droughts, rusts and blights, particular tree species are under siege and their very existence is threatened. Specific to the Wortley Village-Old South HCD and London as a whole, Emerald Ash Borer has been discovered in multiple locations within the City; the presence of these destructive pests threatens to desecrate the entire ash tree population. Subsequently, species selections for infill and replacement of mortalities within the HCD shall be at the discretion of the Urban Forestry Staff.

It is recommended the species shall approximate the same visual character of the streetscape, where the historical streetscape form persists, to retain the consistency of the pattern and canopy structure.

The City of London has standards governing the installation of plant material and trees; these standards and details for boulevard street tree planting should be considered the minimum requirements for trees planted within the HCD. This issue of addressing replacements, species selection and management of existing resources would, again, be best addressed through the development of an urban forest management plan for this HCD. A management plan would also outline an overall master planting scheme that addresses in detail where to infill existing gaps in the canopy, minimum width of boulevard permissible for the planting of trees and suitable species or maximum heights for trees planted under hydro lines.

The following are aesthetic guidelines to maintain and enhance the current streetscape of the HCD. Should an urban forest management plan be developed for the Wortley Village-Old South HCD, these guidelines should also be considered for inclusion in the document:

- Where gaps in the continuity of tree plantings have appeared in the streetscape, they should be filled as expediently as possible given scheduling and budgets. The potential to replace trees on the private side of the property line should be explored where suitable growing conditions no longer exist on the public side.
- If and where feasible, consideration should be given to the caliper size of replacement trees when infill planting amongst mature trees; larger caliper infill trees should be selected in order to respect the size of the existing mature trees, and in respect to the character of the study area.
- Where appropriate (as determined by the Forestry Group) infill trees should be either the same species as the trees adjacent to the infill location or of a similar form and size at maturity. Where infill or replacements are to be located amongst species that are deemed undesirable by the Forestry Group, replacement species shall be at the

discretion of Forestry Group with an understanding of maintaining the visual character of the streetscape.

- Any trees on public property that are removed due to poor health, public safety, infrastructure works or any other unavoidable circumstance shall be replaced with two trees in reasonable proximity to where the removal occurs. Should space and growing conditions limit the possibility of two to one compensation, a larger caliper tree shall be selected for the replacement.
- Where mature tree roots and buttresses interfere with sidewalks and public walkways that have been identified by the City for repair, it is recommended that where right of way limits permit, the reparations include the redirection of the sidewalk to avoid conflicting with the tree.
- Any road-works or general construction including infrastructure improvements that will impact the root zones or otherwise have the potential to seriously affect the health, growth and survival of the street trees must have an approved Tree Management Plan that was developed by a Certified Arborist or Registered Professional Forester. Engineering drawings, inclusive of road works, lighting, underground services must be reviewed and approved by the Heritage Planner.
- Communication must be provided by either the outside consultant or municipal department when construction is about to commence to ensure establishment of tree protection/root zone measures are in place. Trees should be inspected during and after construction to ensure tree protection measures are in place and maintained in working condition, and that post construction conditions within the root protection zone have been restored to equal or better conditions.
- Where the municipal staff prepares an assessment of existing trees and recommendations for replacements, the consulting engineer shall include this information within their construction package/tender and include suitable tree preservation/mitigation measures and specifications.
- Where construction and/or construction activities on private property may impact publicly owned trees, submissions for site plan approvals/permits shall be accompanied by a tree preservation plan clearly indicating measures to preserve the municipally owned tree and approved by the Forestry Group. The tree preservation plan shall be prepared by a Certified Arborist or Registered Professional Forester.

### 10.3.3 Boulevards

Boulevards are typically defined as the area between the edge of pavement or curb if present, and the sidewalk or property line if no sidewalk exists. In the Wortley Village-Old South HCD, they are often grassed, and serve to break up what can sometimes be an expansive sea of pavement within a streetscape. Boulevards also offer opportunity for street tree growth, when they afford adequate space and are not already dominated by hydro lines. While boulevards fall within the public realm, they are most often maintained by private landowners, which can leave them susceptible to varying levels of treatment and care. Maintaining the visual appeal and functional characteristics of boulevards can be enhanced if the following guidelines are followed:

- Where boulevards are grassed, landowners should maintain the boulevards as part of overall lawn care responsibilities (i.e. watering, fertilizing, mowing, etc. as required).
- If plant materials other than turf grass are being considered within the boulevard, that they do so within any boundaries set out and defined within existing or future City By-Laws, and that they ensure that the areas are maintained so as to avoid becoming a nuisance or danger to vehicular or



pedestrian street users.

- When road reconstruction occurs, and where health and safety issues are not of concern, boulevards should be maintained as green space, serving as an important buffer between vehicular and pedestrian space within the streetscape.

#### **10.3.4 Parks and Open Space**

The most prominent green space within the HCD can be found in grounds surrounding the Normal School. Throughout the decades, the open lawns bordered by mature trees have offered the neighbourhood residents a village green. Residents continue to utilize and enjoy this green in much the same way, with the grounds providing an open space for both active and passive recreational activities.

The Normal School and Green have recently been acquired by the City, and the Normal School is being renovated to accommodate the offices and programs for the YMCA of Southwestern Ontario. The previous agreement between Infrastructure Ontario and the City allowed for much of the grounds to be used in the manner of a public park. Now that the grounds are under City ownership, the lands will continue to be used as a public park. The following recommendations are to be considered as part of any future plans for the development of the Green:

- Mature vegetation should be managed within the property, adhering to current International Society for Arboriculture standards and practices for tree preservation and care.
- The original layout and design of the grounds should be respected, and in the event of a loss of vegetation, the feature should be replaced with a specimen of the same species.
- The original spatial organization should be regarded, and the organization of elements, pathway and site circulation, views and topography should be conserved.
- Future uses of the Normal School should not impede or negatively impact the property's grounds and every effort should be made to conserve the current extents of the green (softscaped landscape areas).

Although tucked away within the residential streets of the Study Area, the neighbourhood parks located at 26 Duchess Avenue and Belvedere Park at 65 Victor Street are important green spaces for the community and have been for a significant duration of the HCD's history. These parks should continue to be used as public open space, with the mature vegetation being managed per International Society for Arboriculture standards and practices for tree preservation and care.

#### **10.3.5 Signage**

Street signage is often referred to as a wayfinding tool, however, it can also serve as an identifying element within a streetscape. Given that street signs are common elements throughout a neighbourhood, they can be employed as tools to define areas of unique or special status.

The appearance of directional and way-finding signs is governed by municipal standards. Size, shape and height of signage must all comply with existing City of London standards. The City of London has established a HCD Street Sign Standard. East Woodfield HCD, Bishop Hellmuth HCD and Old East Village HCD each have unique street signs that identify the HCD to visitors and community members. The City of London HCD Street Sign displays the name of the street, the HCD and illustrates a logo and band colour unique to the HCD. Within the commercial core of Wortley Village, street signage has already been installed

similar to the City's HCD Street Sign Standard. The name *Wortley Village* is displayed within a yellow band across the top of the street signage.

This signage should be expanded to the remainder of the proposed Wortley Village-Old South HCD and implement the same logo and colour as used within the commercial core. Consideration should be given to expanding the name to *Wortley-Old South Heritage Conservation District*.

Decorative banners affixed to light poles are also an effective means of strengthening sense of place within the HCD. Included on new or retrofitted light standards, the banners could be co-ordinated with other elements within the HCD, such as the street signage, and installed along important thoroughfares that bound the area, or at the gateways into the area.

The consideration of any banner program in the HCD must be undertaken in consultation with the City's street lighting division to ensure that they are appropriately located and that the light standards are adequate to support them.

### 10.3.6 Lighting

The way in which a street is lit can be a defining feature within a streetscape, not only because our night environment can be significantly enhanced by the quality of light provided, but also because a street during the day can be significantly affected by the form of the light standard. Although in most cases it is not feasible to duplicate a form of lighting that may have once occurred along a length of street, installing standards that complement the historic fabric of the area is an issue of sensitivity to the cultural heritage value or interest, much the same as an adaptive reuse of the built form.

Currently the standard form of lighting throughout the HCD is the typical cobra head light fixture, mounted on utility poles.

The following recommendations with respect to street lighting are made, with the understanding that such recommendations will be followed as part of the natural course of street lighting repairs and upgrades, and are subject to funding availability:

- The City of London should move towards establishing a lighting hierarchy that is more sensitive to the heritage attributes and cultural heritage value or interest of the HCD, with an emphasis on establishing decorative lighting within important corridors and at gateways.
- Further consultation with the City's street lighting division should be undertaken at the time of any changes to ensure that new fixtures and suppliers fit within the City's overall lighting program and standards.
- The selected lighting should be 'dark-sky friendly' with a full cut-off to eliminate upward light spillage.
- The selected lighting should be energy efficient and implement LED or equivalent technology.

### 10.3.7 Street Furniture

Much the same as street lighting, street furniture can have a strongly unifying effect upon a streetscape if it is well co-ordinated. Owing to the fact that our streetscape often evolve without an over-arching plan for the co-ordination of such elements, street furniture is not often synchronized, and as such can add to the visual noise of the streetscape, rather than providing a subtle unifying element. Placed in strategic areas, co-ordinated street furniture can be used to identify a space, set it apart from other neighbouring areas, and draw visitors into particular spaces.

For the Wortley Village-Old South HCD, it is recommended that when the opportunity for the additional of new furnishings arises, that they are appropriate and enhances the cultural heritage

value or interest of the streetscape. The placement of this furniture should be done with regard for all relevant need assessments as undertaken by the City's Community Services Department, as well as the Environmental and Engineering Services Department.

Where the opportunity exists, decorative trash receptacles, bike racks and benches should be installed, rather than standard utilitarian ones. Within the Wortley Village Commercial Area, custom bike racks have recently been installed. These bright, geometric racks serve a functional purpose, as well as act as public art within the streetscape.

The priority areas for such furniture should be at proposed gateway locations as well as within the Wortley Village Commercial Area. The following recommendations with respect to street furniture are made:

- Decorative street furniture should be coordinated, and if possible sourced from the same supplier in order to achieve economy of scale. A bench such as the MLB870W available from Maglin Site Furniture and a coordinating trash receptacle, such as the MLWR250-32 by Maglin are recommended furnishings.
- The custom bike racks currently within the Village Commercial Area should remain. Where bike racks are required outside of the Commercial Area, such as within parks and open space, it should be coordinated with the recommended bench and trash receptacle. The MBR970 Series Bike Rack available from Maglin Site Furniture is recommended.
- For metal finishes on the recommended street furniture should be powder coated in the Graphite colour.



### 10.3.8 Gateways

There are a number of prominent entry points into the Wortley Village-Old South HCD, the most prominent being the north and south gateway along Wortley Road. These two areas are excellent candidates for the incorporation of gateway features or treatments, which would enhance the sense of arrival into the HCD and reinforce the streetscape heritage attributes. Elements such as public art, signage, and landscaping could all be considered for inclusion in these areas.

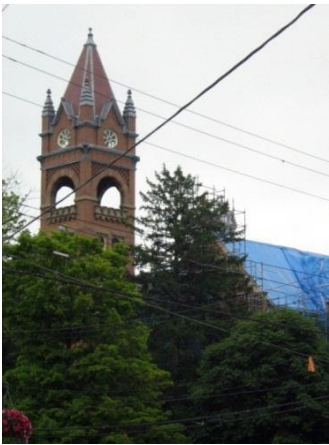
Gateways also exist where the HCD's side streets intersect with Wharncliffe Road to the west and Ridout Street to the east. While these gateways are not as prominent as those along Wortley Road, consideration should be given to defining these entry points with street signage and hanging banners affixed to utility poles.

- Gateways to the HCD should be marked with defining elements that are sensitive to the heritage attributes and cultural heritage value or interest of Wortley Village-Old South HCD.

### 10.3.9 Views and Vistas

Views and vistas serve as the windows to, from, or within the HCD. Views can take on a number of forms; long or short, open or closed, each of which contribute differently to the look and feel of a place. Views to a landmark feature can provide a sense of unity within the surrounding neighbourhood by providing a central focal point to which the HCD can connect to, and can be a heritage attribute of a place. Within the Wortley Village-Old South HCD, the spire of the London Normal School is a distinct heritage attribute which extends above the existing rooflines and vegetation, creating a focal point from many aspects, particularly along Wortley Road. The following recommendations are made relating to the views and viewsheds within the HCD:

- Conserve and maintain existing views and sightlines to and from significant cultural heritage resources and landscape elements, including views to the Normal School.
- Protect and maintain features, such as the Normal School spire, that define views and viewsheds.



*Image 47 View of the Normal School*

### 10.3.10 Interpretive Features

Perhaps one of the most effective ways of educating the public about the cultural heritage value or interest of an HCD is through walking tours. They are an effective way of acquainting people with the HCD, and instilling in them a sense of value with respect to its cultural heritage resources.

The following recommendations are made with respect to encouraging education and interpretation of the Wortley Village-Old South HCD:

- Interpretive signage and displays could be erected throughout various points of interest within the Wortley Village-Old South HCD which would contain educational information regarding the history and notable heritage attributes of the HCD.
- Brochures for self-guided walking tours could be developed with the assistance of the neighbourhood committee and the Heritage Planner to be distributed through Tourism London and at the public libraries.

### 10.3.11 Public Domain Infrastructure

As part of this Plan, guidelines have been provided for the significant heritage attributes. The public domain infrastructure aspect of the community's cultural heritage resources, however, are often neglected or overlooked in an HCD Plan. Often this infrastructure, such as underground utilities, goes unseen and is eventually forgotten. Yet they too have their cultural heritage value and tell their narrative about the development of the City and the evolution of technology. More complicated structures will have particular interest to industrial archaeologists as well as the historical and heritage community.

In the case of Wortley Village-Old South HCD, these relics may turn up during construction that involves the excavation of public spaces, such as roads, and boulevards. Within the Wortley Village-Old South HCD, recent construction activities revealed the remnants of historic oak water lines; research has also indicated the possibility of tram tracks buried under the present road system, a feature which has the potential to be uncovered during construction.

There can also be discoveries of other items, for instance other municipalities have encountered early settlement water wells and old equipment pertaining to tramways such as breakers, switches etc.

We would recommend that the following recommendations act as guidelines, should hidden resources that may be of interest to the municipality, historical societies and the community in general, be exposed or unearthed.

- In addition to current provincial and municipal legislation and policies which govern development and improvements, that upon the discovery of public domain infrastructure, such as but not limited to: old water lines; structures relating to transportation; electrical infrastructure; mechanical devices; industrial archaeology and other items not easily understood as having archaeological or heritage merit, the City's Heritage Planner be contacted immediately. This recommendation should be communicated to municipal departments involved with public infrastructure projects and considered as a special condition in municipal contracts or when private development encroaches on public property.
- That in the same spirit of municipal initiatives, residents of Wortley Village-Old South communicate with the City's Heritage Planner should they discover or expose elements of municipal infrastructure which may be of historical interest to the community when the construction is on private property.

## 10.4 PRIVATE REALM

### 10.4.1 Trees

Trees located on private property and within public view can greatly contribute to the cultural heritage value or interest of an HCD and are considered to be heritage attributes. Where boulevard space is insufficient or nonexistent for public planting, these trees often compensate for gaps found in the streetscape canopy. By framing pleasant vistas and screening undesirable views, privately owned trees can play a significant role in the streetscape and enhance the visual aesthetics of the HCD.

The preservation and management of trees on private land generally is at the discretion of the property owner. Currently there is no municipal by-law for the preservation of trees on private property.

Where a tree or tree limb on private property may become hazardous, the owner may be requested by the municipality to remove the hazard.



Where an owner refuses to remove a hazardous tree, the City has the authority to remove the tree and bill the owner for the cost.

Mature trees located on private property are indubitably a valuable resource to the property owner not only for the benefits provided in terms of shading homes in the summer, increasing property values, but also for the overall sense of wellbeing that trees can inspire. Trees are considered to be a heritage attribute of the Wortley Village-Old South HCD.

The Ontario Heritage Tree Alliance (OHTA), a committee of the Ontario Urban Forestry Council has documented quite clearly that the definition of property under the *Ontario Heritage Act* includes trees as a natural feature integral to the landscape. This was demonstrated in a 1996 case in Scarborough where efforts to protect a black walnut stand successfully challenged the provincial definition of “property” under the *Ontario Heritage Act*. These trees are now protected under this Act. This challenge set a precedent for natural heritage, namely that trees can have heritage value in the absence of built structures.

Therefore it is the recommendation of this document that the municipality considers a heritage tree designation and at the request (or nomination) of the municipality, The Old South Community Organization (OSCO), or The London Advisory Committee on Heritage (LACH), that the City’s heritage planning staff in conjunction with the Forestry Group:

- Assesses a the cultural heritage value or interest of a tree on private property.
- That it follows the definition of a “heritage tree” as adopted by the OHTA.
- Nominates the tree for a heritage designation using the ranking system taken from the Ontario Heritage Tree Alliance.
- Submits to LACH for consideration for listing the tree or trees (as it may include a row, avenue or grove of trees) within the Wortley Village-Old South HCD on the City’s *Register of Heritage Properties* and that LACH determine what level of protection could be provided for trees selected for protection and which legislative tools are relevant for protective measures.

#### 10.4.1.1 Heritage Tree Definition

“A notable specimen because of its size, form, shape, beauty, age, colour, rarity, genetic constitution, or other distinctive features; a loving relic that displays evidence of cultural modification by Aboriginal, or non-Aboriginal people, including strips of bark or knot-free wood removed, test hole cut to determine soundness, furrows cut to collect pitch or sap, or blazes to mark a trail; a prominent community landmarks; a specimen associated with a historic person, place event or period; a representative of a crop grown by ancestors and their successors that is at risk of disappearing from cultivation; a tree associated with local folklore, myths, legends or traditions; a specimen identified by members of a community as deserving heritage recognition” (Adapted from the Ontario Heritage Tree Association).



Image 48 - A typical Wortley Village-Old South HCD streetscape

### 10.4.2 Front Gardens

The use of plant materials that were typical in a front garden landscape in late Victorian Southern Ontario residential landscapes is encouraged. Species are listed in the table below. In an effort to provide guidance and inspiration to residents, a number of landscape plans for front yards are also provided at the end of this section.

### 10.4.3 Plazas + Cafés

The Wortley Village Commercial Area has unique cultural heritage value to the varying setbacks of the buildings from the street. This variation creates a unique streetscape, and while in some instances, these areas have been given over to utilitarian uses such as paved parking areas, many business owners have taken advantage of their large setback from the street to create inviting patios, gardens and plazas. The continued approach to these spaces will be to find a balance between the functional considerations of parking and building access with the development of vibrant community spaces such as patios and sidewalk cafes, while at the same time creating a safe environment for all users. Recommendations for setback areas within the Commercial Area are as follows:

- Encourage sidewalk cafes and patios, to create visual character and vibrancy along the courtyard perimeter.
- Encourage the introduction of enhanced paving materials and landscape elements, such as street furniture and lighting, to further define the pedestrian realm and further identify these areas as community space, where appropriate.
- Ensure exterior spaces associated with commercial, office, or institutional buildings are complementary to the indoor amenity areas.
- Ensure exterior spaces meet or exceed accessibility standards.

#### 10.4.4 Vehicle Parking

Some of the homes within the Wortley Village-Old South HCD have been converted into multi-family units. Given this increase in density, as well as our dependence upon the automobile, the luxury of open turf or landscape spaces can no longer be afforded, and many areas have been given over to the hardscape necessary for car parking.

Front, side and rear yard landscapes can all be affected when dominance is given over to the automobile, which in turn affects the perception of the built form associated with the landscape, as well as the streetscape as a whole. Careful consideration should be given to the site planning in these instances, to ensure that the integrity of the built form and the streetscape are maintained.

The following recommendations are made with respect to vehicle parking within residential areas of the HCD:

- Views of vehicles while parked on site should be screened through the use of fencing or hedging.
- In residential applications, it is recommended that two single track driveways or parking areas be used, with turf installed between the gaps in order to minimize the impact of hard surfacing on the landscape.

The Wortley Village Commercial Area now contains a number of parking lots as well as on-street parking that accommodate the needs of both visitors and residents alike. The challenge within the HCD is to balance the demand for parking with the visual impact that larger parking lots can have on the heritage attributes and cultural heritage value or interest of the streetscape and HCD as a whole. To address parking issues as they relate to private property within the Commercial Area, the following recommendations are made:

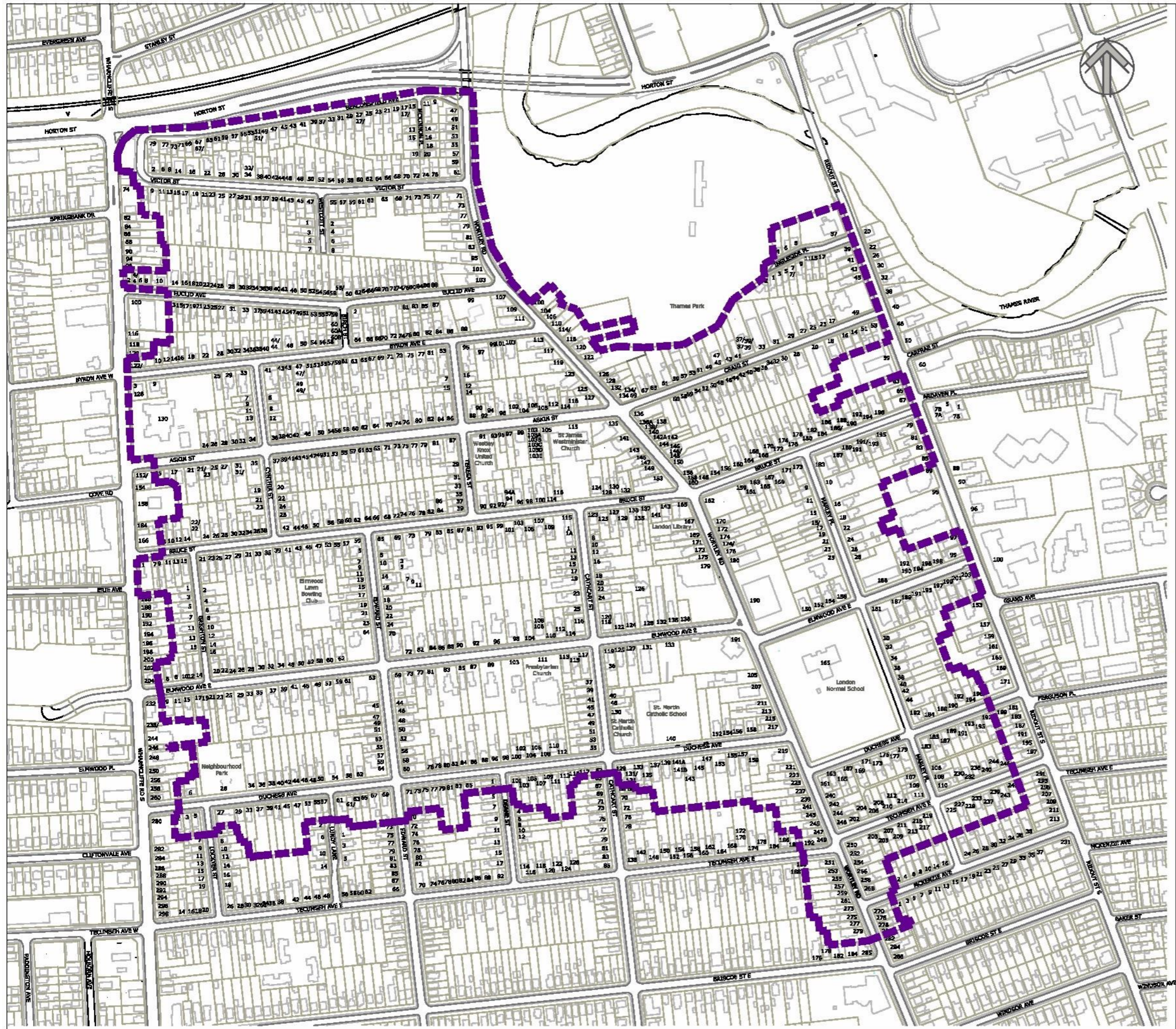
- Continue to encourage parking to the sides of buildings or within rear lot areas. Locate parking away from the street frontage.
- Encourage the screening of larger parking areas with vegetation to minimize the impact on the streetscape, without impeding pedestrian safety or visual sightlines for traffic.
- The use of large, monotonous expanses of one hardscape material is discouraged. Where feasible, permeable paving should be utilized and appropriate patterning should be employed to reflect the cultural heritage value or interest of the HCD.
- Avoid the siting of parking lots at corner properties.
- Where expansive parking areas exist, encourage the incorporation of landscape islands and a distinct pedestrian circulation route within the parking lot, to visually break up the space and minimize the impact on the streetscape. Enhancements shall not impede pedestrian safety or visual sightlines.

### 10.4.5 Building Signage

Building signage within the Wortley Village Commercial Area is a significant contributing factor to the streetscape. Signs are eye-catching features that should be colourful, decorative, distinguished and legible. Their individuality can bring vibrancy to the streetscape and they can offer viewers an expression of the business to be found within. In relation to the signage found within the HCD the following recommendations are provided:

- Wall-mounted signs should not exceed the height of the building cornice.
- Signage materials should be complementary or compatible with those of the building. Painted wood and metal are particularly encouraged because of their historic use as signage materials.
- Ideally, sign designs will be based upon design that is contemporary with the building itself.
- Spotlighting that enhances the visibility of the sign, as well as the architectural character of the building is encouraged; backlight signage is strongly discouraged.
- No vending machines dispensing food or drinks should be permitted on the exterior of buildings.
- Sandwich-board style signs that are put out onto the sidewalks during the day and removed after hours should also be complimentary to the adjacent building. Signs should not be of a size that impedes pedestrian traffic or visual sightlines along the street.





**LEGEND**

--- Recommended HCD Boundary

0 50 100

ecoplans  
A member of www.ecoplans.co.uk

NEXUS architects

GSP group

Nancy Z. Tausky, Heritage Consultant

Golder Associates

City of London

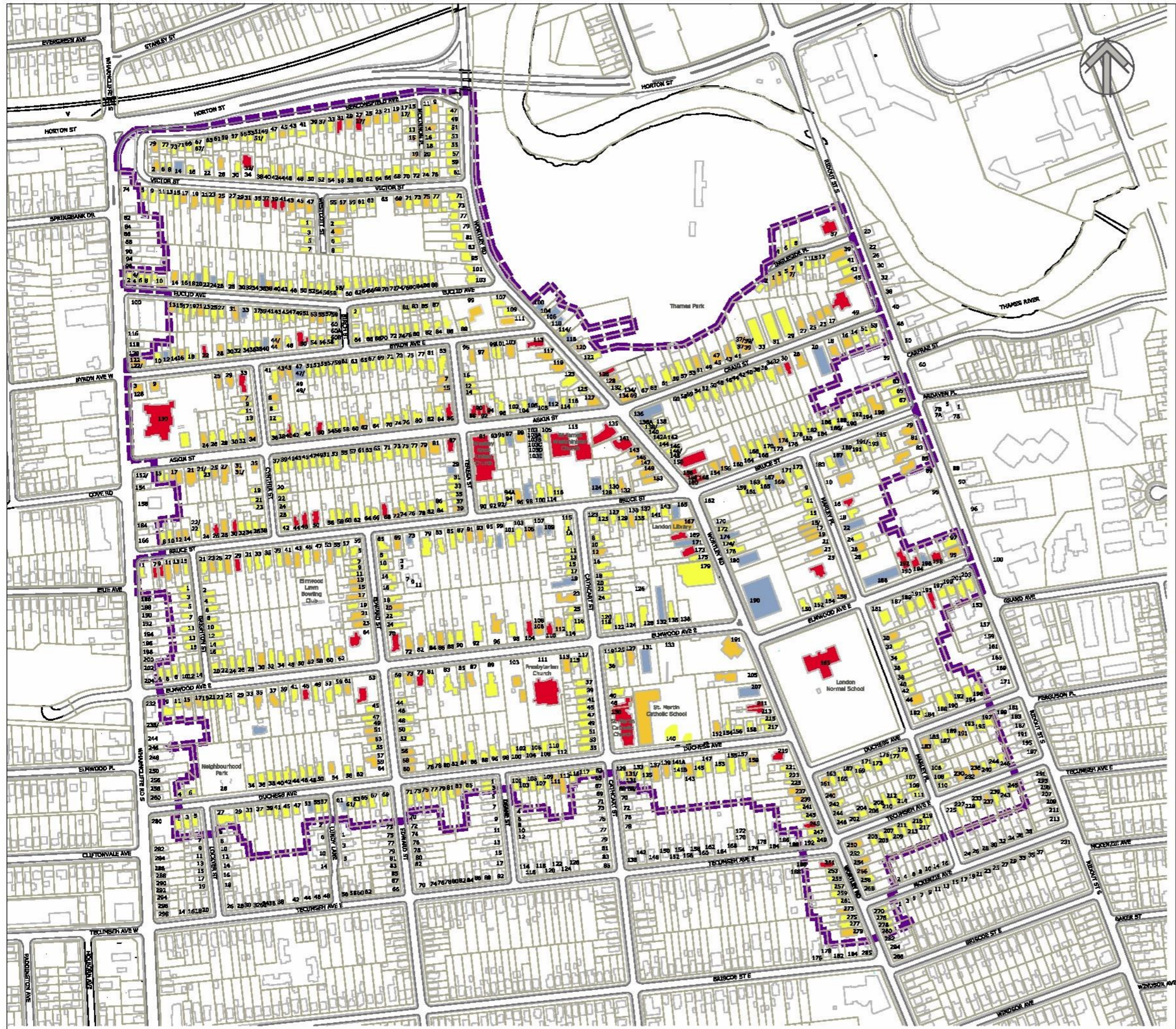
Wortley Village  
Heritage Conservation District Plan

Recommended HCD Boundaries

Figure 2:







**LEGEND**

— A- Rating    — B- Rating

- The property has been previously recognized or designated under the OHA, or listed on the Municipal Register of Heritage Resources
- The property is a fine example of architectural style.
- The property exhibits unique qualities or details.
- The property is a well maintained example of modest architectural style.
- The age of the building contributes to its heritage value.
- There was a significant event, person or story associated with the property.
- The property contributed to the streetscape because of its sequence, grouping or location.

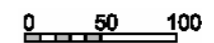
**C-Rating**

- The form and massing of the building belonged to a historical family of buildings.
- The building is a good example of a modest design representing the area or repeated in many locations.

— D- Rating

- Original heritage qualities have been irreversibly lost or covered.
- The original design, new or old, is lacking architectural character to contribute to the HCD.

— Recommended HCD Boundary



ecoplans  
A member of

NEXUS architects

GSP group

Nancy Z. Tausky, Heritage Consultant

Golder Associates

City of London

Wortley Village  
Heritage Conservation District Plan

Architectural Rating Map

Figure 3:











Commercial Area

Sidewalk

Amenity Area

Parking Lane

Driving Lane

Driving Lane

Parking Lane

Amenity Area

Sidewalk

Commercial Area

Private Property

1

Public Property

1

Private Property

11  
30  
9  
5  
10

0  
1  
2  
3  
4  
5  
6  
7  
8  
9  
10

11  
30  
9  
5  
10







Wortley Village  
Heritage Conservation District Plan

Figure 6: Concept  
Rendering of  
Gateway Feature





**Appendix A – Homeowner’s Brochure**





# WHAT IS A HERITAGE CONSERVATION DISTRICT?

A Heritage Conservation District (HCD) is a part of the community that shares both a common development history and a series of architectural and landscape features. The goal of a HCD is to conserve as much of the community fabric, both built and natural, as possible from the time of its development. To assist in this, a HCD Plan has been prepared which includes specific policies for the HCD along with a series of conservation and design guidelines. The main focus is the conservation of the original street façades of the HCD's historic properties as well as overall heritage attributes of the HCD.

Doors and windows, front porches, decorative trim and distinctive roof forms are important heritage attributes in the Wortley Village-Old South HCD. Other notable features are the mature tree canopy, laneways, grassed boulevards and London Normal School and its grounds. Maintaining and restoring these elements is a priority of the Conservation Plan and Guidelines.

All heritage attributes visible from the street or other public spaces, including lanes, parks or other open spaces are now protected by the HCD designation and some alterations will require a Heritage Alteration Permit from the City.



Bungalow



Gothic Revival



Italianate



Neo Classical



Ontario Cottage



Queen Anne

KEY ARCHITECTURAL STYLES

## GENERAL DESIGN GUIDELINES

The following design guidelines and general principles provide some basic direction for all properties within the HCD. More detailed policies and design and conservation guidelines, including those for specific areas in the HCD, are contained in the HCD Plan. It should be referred to whenever any alterations, additions or new constructions are being contemplated.

### THINGS TO DO

- » Whenever possible, research the original appearance of the building to determine 'authentic limits' of restoration or alteration.
- » 'Restore' whenever possible rather than 'replace' especially for features such as doors, windows, porches and decorative trim.
- » Use appropriate style, scale and materials for additions and alterations.
- » If replacement is necessary, new doors and windows should be of a similar, style, orientation and proportion as the original.
- » Locate additions away from the principle façade or where visible from the street or other public spaces.
- » The height of any addition or new building should be similar to the existing building and/or adjacent buildings.
- » Maintain and repair the heritage features and materials of your building and seek out sources of salvaged heritage pieces such as doors and windows if replacement is necessary.

### THINGS TO AVOID

- » Removing, cladding or obscuring architectural details and original materials when undertaking alterations and additions.
- » Blocking up or removing original door and window locations.
- » Making irreversible changes to the original heritage attributes.
- » Replacing original details and material with poor reproductions or plastic and vinyl materials.



## GETTING WORK DONE

During the process of assessing the HCD, each property received a ranking based on its state of preservation, its heritage attributes and the extent it contributes to the streetscape and neighbourhood. Well-preserved examples of specific styles were rated an "A" or "B". Those that have been altered but still contribute to the overall streetscape were rated "C", and buildings with irreversible alterations or those that had been recently constructed were assigned a "D". A building's ranking may aid in the determination of its eligibility for grants and incentives and also defines the level of review.

Contact the City of London Heritage Planner or check the Wortley Village - Old South Heritage Conservation District Plan to determine the ranking for your property, then use the chart below to determine if a Heritage Alteration Permit is required.

TYPE OF WORK	Heritage Alteration Permit Required			
	Ranking			
<b>Major Projects</b>	A	B, C	D	Guidelines
New buildings	Yes	Yes	Yes	Yes
Additions	Yes	Yes	Yes	Yes
Major alterations to built form or cultural landscape visible from street or other public space	Yes	Yes	Yes	Yes
Conversions with exterior alterations visible from street or other public space	Yes	Yes	Yes	Yes
Demolition of building or portion of building, visible from street or other public space	Yes	Yes	Yes	Yes
<b>Alterations to Heritage Attributes Visible from Street or Public Space</b>	A	B, C	D	Guidelines
Window or door removal or replacement	Yes	Yes	No	Yes
Addition of a window or door in a new or altered opening	Yes	Yes	No	Yes
Window removal (in groups)	Yes	Yes	No	Yes
Decorative trim and bracket removal or replacement	Yes	Yes	No	Yes
Porch/veranda replacement, removal or addition	Yes	Yes	No	Yes
Removal of chimneys, if significant visual feature	Yes	Yes	No	Yes
Removal or installation of cladding and siding	Yes	Yes	No	Yes
Painting of previously unpainted brick or stone	Yes	Yes	No	Yes
Re-roofing with different materials	Yes	Yes	No	Yes
Window removal where window is a significant feature from street or other public space	Yes	Yes	No	Yes
Removal of brick or stone pieces, if original	Yes	Yes	Yes	Yes
Wall mounted signage	Yes	Yes	No	Yes
<b>Work NOT Requiring a Permit</b>	A	B, C	D	Guidelines
Window and door repair or restoration to authentic condition	No	No	No	Yes
Soffit and fascia replacement	No	No	No	Yes
Re-roofing with same materials	No	No	No	No
Eavestrough installation or replacement	No	No	No	Yes
Removal of chimneys if not major visual feature	No	No	No	No
Painting of wood, trim, previously painted brick/masonry	No	No	No	Yes
Other maintenance and repair that does not affect facade visible from street or other public space	No	No	No	Yes
Minor landscaping and gardening plans in any part of the yard (unless designated under Part IV)	No	No	No	Yes
Interior renovations	No	No	No	No

### ADVICE:

Contact the City of London Heritage Planner (519-661-2500 ext. 0267) for advice or information regarding the Heritage District approvals process. Also check the City of London website at [www.london.ca](http://www.london.ca) or contact the Old South Community Organization website at [www.oscolondon.ca](http://www.oscolondon.ca)

### PUBLICATIONS:

Phase 1 Report:  
Wortley Village Heritage Conservation District Study  
Phase 2 Report:  
Wortley Village Heritage Conservation District Plan & Guidelines



**Wortley Village - Old South**  
Heritage Conservation District, City of London, Ontario  
**HOMEOWNER'S HERITAGE GUIDE**

**Appendix B – Draft Heritage Alternation Permit Application**

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## CITY OF LONDON – GENERAL APPLICATION FORM

Detach and retain this page for future reference

### NOTES TO CUSTOMER:

1. This form is to be used for the following applications processed by the Planning Division:
  - Heritage Designation
  - Heritage Alteration
  - Residential Boulevard Parking
2. Prior to filing your application with the Planning Division, you should consult with a City Planner.
3. Submit completed application form, attachments and fee to the above address.
4. Application forms containing insufficient or inaccurate information may be returned, with the application fee, to the applicant. An application is considered to be received by the Planning Division on the date it is received with required information and the correct fee.
5. A copy of the application form will be mailed to the applicant and agent (if any) when the application has been received, reviewed, and accepted by staff as complete. An Incomplete application cannot be processed. Copies of other correspondence will be mailed to the applicant and agent as listed on the General Application form.
6. The application fee will not be refunded once substantial work has been undertaken. Contact a City Planner to determine the refund policy that applies to your application type.

### CUSTOMER INFORMATION:

1. The customer (applicant) section of the form must be completed for all application types. If the applicant is a numbered company, provide the name of a principal of the company.
2. If an agent is listed to represent the applicant, written authorization with dated, original signature from the applicant for the agent to represent his/her interests must accompany the application for all application types.
3. Complete the information for the owner if different from the applicant.
4. It is the responsibility of the owner or applicant to notify the Planning Division of any change in ownership, applicant or authorized agent within 30 days of such a change.

# CITY OF LONDON – GENERAL APPLICATION FORM

## 1. APPLICATION

(check appropriate box)

- Heritage Designation
  Boulevard Parking  
 Heritage Alteration Permit

## 2. PRECONSULTATION

Have you consulted a City of London Planner regarding this application?

Yes                   No

Name

Date

## 3. CUSTOMER INFORMATION

CUSTOMERS NAME (applicant)		PRINCIPAL OF CUSTOMER'S COMPANY			
STREET ADDRESS	CITY	PROVINCE	POSTAL CODE	TELEPHONE	FAX
e-MAIL					
AGENT'S NAME				AUTHORIZATION LETTER ATTACHED FROM APPLICANT Yes <input type="checkbox"/> No <input type="checkbox"/>	
AGENT'S FIRM NAME					
STREET ADDRESS	CITY	PROVINCE	POSTAL CODE	TELEPHONE	FAX
e-MAIL					
REGISTERED OWNER'S NAME		REGISTERED OWNER'S FIRM NAME			
STREET ADDRESS	CITY	PROVINCE	POSTAL CODE	TELEPHONE	FAX
e-MAIL					

## 4. LOCATION AND DESCRIPTION OF LANDS WHICH ARE THE SUBJECT OF THIS APPLICATION

STREET ADDRESS (if individual property or group of properties or part properties(s))		
NEAREST CROSS STREET(S)	REGISTERED PLAN NUMBER	LOT/BLOCK/PART NUMBER
ASSESSMENT ROLL NUMBER		



# CITY OF LONDON – GENERAL APPLICATION FORM

NOTE:	If subject property is other than a small regular shaped parcel, easily and accurately identified by a municipal number, a recent registered plan, or on a map, a boundary survey may be required.
LOCATION MAP ATTACHED   Yes <input type="checkbox"/> No <input type="checkbox"/> SURVEY MAP ATTACHED   Yes <input type="checkbox"/> No <input type="checkbox"/>	

DIMENSIONS OF PROPERTY		
FRONTAGE	DEPTH	AREA
Metres	metres	Square metres
EXISTING USE OF LAND AND BUILDINGS		

Application File No. \_\_\_\_\_

**CITY OF LONDON**  
**DECLARATION**  
**This must be completed by the Applicant**

I, \_\_\_\_\_ in the Region/county/District of \_\_\_\_\_  
(Name of Applicant)

of the \_\_\_\_\_ solemnly declare that all of the statements contained in the  
(Name of City, Town, Township, etc.)

application \_\_\_\_\_  
(description)

And all supporting documents are true and complete, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the "Canada Evidence Act".

Declared before me at:  
 Region/County/District of \_\_\_\_\_  
 In the Municipality of \_\_\_\_\_,  
 This \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
 Commissioner of Oaths

\_\_\_\_\_  
 Signature of Applicant

Please print name of applicant



# HERITAGE DESIGNATION APPLICATION

## 1. REQUEST FOR DESIGNATION

TYPE OF APPLICATION <input type="checkbox"/> VOLUNTARY <input type="checkbox"/> INVOLUNTARY	PART OF ACT
--	-------------

## 2. REASONS FOR DESIGNATION – Provide background information to be used in evaluation

STATE REASON FOR REQUEST \_\_\_\_\_

Is the property listed in the City of London inventory of Heritage resources?     YES     NO

DATE OF CONSTRUCTION	YR	MO	DAY	STYLE/PERIOD

Is this property located in a potential conservation district?     YES     NO

CONDITION OF PROPERTY/SITE (consider structural integrity, maintenance, degree of alteration, etc.)

VERY GOOD     GOOD     FAIR     POOR

ADDITIONAL COMMENTS ON CONDITION OF PROPERTY SITE

PROPOSED RENOVATION/RESTORATION ACTIVITY

## 3. OTHER INFORMATION

CHECK OTHER OUTSTANDING PROPERTY ISSUES:

<input type="checkbox"/> REZONING	<input type="checkbox"/> FIRE/BUILDING CODE INFRACTIONS	<input type="checkbox"/> PROPERTY STANDARD DEFICIENCY ORDER	<input type="checkbox"/> OTHER _____
<input type="checkbox"/> OFFICIAL PLAN AMENDMENT	<input type="checkbox"/> BUILDING PERMIT	<input type="checkbox"/> COMMITTEE OF ADJUSTMENT	

### FOR OFFICE USE ONLY

DATE APPROVED BY REVIEW SUB-COMMITTEE	YR	MO	DAY	SIGN-OFF SIGNATURE
DATE APPROVED BY LACH	YR	MO	DAY	SIGN-OFF SIGNATURE
DATE APPROVED BY PLANNING COMMITTEE	YR	MO	DAY	SIGN-OFF SIGNATURE
DATE APPROVED BY CITY COUNCIL	YR	MO	DAY	SIGN-OFF SIGNATURE
DATE APPROVED BY ON TITLE	YR	MO	DAY	SIGN-OFF SIGNATURE



CITY OF LONDON – GENERAL APPLICATION FORM

HERITAGE ALTERATION PERMIT APPLICATION

TYPE OF APPLICATION:

ALTERATION                       ADDITION                       DEMOLITION                       ERECTION

MAINTENANCE                       REMOVAL                       REPAIR

DESIGNATED UNDER:    PART IV     PART V

LOCATION OF WORK:    ADDRESS: \_\_\_\_\_

PLAN NUMBER: \_\_\_\_\_    LOT NUMBER: \_\_\_\_\_    LOT DIMENSION: \_\_\_\_\_    LOT AREA: \_\_\_\_\_

HERITAGE DESCRIPTION OF BUILDING (attachments if necessary)

Note: Include photographs, history of use and construction, architectural description, number of storeys, style, features etc.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DESCRIPTION OF WORK (attachments if necessary)

Note: The description of the work should be more detailed and extensive depending on the project and should include a record of the building being proposed or already existing; written summary of work to be done along with any drawings (ten copies), measurements, paint samples, information on building materials, window sizes and configurations, decorative details proposed.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NOTES FOR DECLARATION

The applicant agrees that the proposed work shall be done in accordance with this application and understands that the issuance of the Heritage building Permit under the Ontario Heritage Act shall not be a waiver of any of the provisions of any By-law of the Corporation of the City of London, or the requirements of the Building Code Act, RSO 1980, c. 51.

The applicant acknowledges that in the event of a permit is issued, any departure from the conditions imposed by the Council of the Corporation of the City of London, or plans and specifications approved is prohibited and could result in the permit being revoked. The applicant further agrees that if the Heritage Building Permit is revoked for any cause of irregularity, in the relation to non-conformance with the said agreements, By-laws, acts or regulations that, in consideration of the issuance of the permit, all claims against the City for any resultant loss or damage are hereby expressly waived.



London  
CANADA

## RESIDENTIAL BOULEVARD PARKING APPLICATION

### SITE INFORMATION

Municipal Address of Site: \_\_\_\_\_

No. of Existing Spaces on the Site: \_\_\_\_\_

No. of Dwelling Units at Site: \_\_\_\_\_

No. of spaces applied for: \_\_\_\_\_

Width of Driveway: \_\_\_\_\_

Lot frontage: \_\_\_\_\_

Copy of Deed:

Survey or Detailed Drawing (3 copies)

Reasons why additional parking is required and cannot be provided except through boulevard parking: \_\_\_\_\_

### APPLICATION FEE (non-refundable)

Enclose cheque for \$900.00 payable to  
Treasurer, City of London  
(GST, Registration No. R119420883)

#### Check box to indicate:

Cheque enclosed

### Return fully completed Application to:

Planning and Development Department  
204 Dundas St  
London, Ontario N6A 1H3

### GENERAL INFORMATION

1. Notice of your application for boulevard parking will be circulated to all assessed property owners within 60 metres (200 ft.) of your land, to all relevant agencies and to relevant City Departments.
2. A public meeting will be held by the Planning Committee to consider your application.
3. The decision of the Municipal Council is final and binding. Decisions will be made giving consideration to the Council Policy with respect to boulevard parking, a copy of which is available from the Planning and Development Department, City Hall.
4. If your application is approved, you will be required to enter into an agreement with the City of London, to register the Agreement on title and provide the city with proof of registration. The Agreement will provide, amongst other things:
  - Indemnification of the City from any and all liability.
  - All construction at the applicant's expense of the parking area in accordance with the specifications and requirements in an approved parking plan.
  - The restoration of the site at the applicant's expense and to the satisfaction of the General Manager of Environmental Services & City Engineer if the Agreement is terminated by either party.
  - The General Manager of Environmental Services & City Engineer reserves the right to terminate the Agreement at any time.

**NOTICE:** This application is used only when 100% of the lands available for boulevard parking are City-owned lands. I understand that the determination of the location of the parking area is my responsibility in the absence of a survey, on the understanding that, if any portion of the parking area is on my private property, a minor variance approval will be required.



**SCHEDULE OF FEES****Schedule APP-2**

All cheques must be made payable to the **City Treasurer**.

**Effective JANUARY 1, 2010**

APPLICATION TYPE	FEE
Extension of Temporary Use By-law	\$1300
Residential Boulevard Parking	\$900

Last updated: December 14, 2009

**Appendix C – Glossary and Definitions + Information and Reference Sources**



## GLOSSARY AND DEFINITIONS

The following definitions have been adapted from sources including Parks Canada Standards and Guidelines for the Conservation of Historic Places in Canada and various websites.

**Baluster:** Small or short posts that make up a railing as in a staircase; may be plain, turned, or pierced.

**Balustrade:** A railing composed of posts (balusters) and a handrail, often found on staircases and porches.

**Bargeboard:** (sometimes called gingerbread trim) Woodwork or boards attached to the edges of a gabled roof, often carved or ornamented.

**Bracket:** A small projecting piece of wood or stone, sometimes elaborately carved or decorated, from a wall or other vertical structure that supports another component, such as an eave or cornice.

**Capital:** The decorative head of a column or pier.

**Casement:** A window that opens via hinges on one side.

**Cladding:** Exterior, non-structural material (typically wood, vinyl, aluminum) that protects a wall from the weather, sometimes referred to as siding.

**Clapboard:** A type of siding using beveled boards laid horizontally and overlapping at the top and bottom.

**Column:** An upright pillar or post that may be used for support or decoration.

**Concrete:** A mixture of cement, sand and/or gravel and water that becomes very hard, most frequently used for foundations.

**Conservation:** The on-going efforts to maintain a building in serviceable condition, respecting its original condition.

**Corbel:** Stone or wood projections from a wall or chimney for support or decoration.

**Cornice:** Projecting horizontal molding, often decorated and supported by brackets, at the top of a wall, building or arch.

**Course:** A single row of brick or stone material in a wall.

**Cresting:** A decorative rail or similar feature at the top of a building, often along the ridge of a sloped roof.

**Dentil:** Closely spaced, rectangular blocks set in a row, often as a decorative feature in a cornice.

**Dormer:** A window that projects from a sloping roof, with a small roof of its own that may be flat, arched, or pointed.

**Double-hung Window:** A window which operates by means of two sashes that slide vertically past each other.

**Eave:** The underpart of the projecting edge of a roof.

**Fascia:** A finish element covering the face of eaves and roof projections.

**Finial:** An ornamental projection usually at the top of a roof, gable or other peaked structure.

**Gable:** The triangular portion of a wall beneath the end of a gabled roof that may be on the front or side (or both). Porches and dormers may also be gabled

**Gabled Roof:** A roof that slopes on two sides.

**Heritage Tree:** "A notable specimen because of its size, form, shape, beauty, age, colour, rarity, genetic constitution, or other distinctive features; a loving relic that displays evidence of cultural modification by Aboriginal, or non-Aboriginal people, including strips of bark or knot-free wood removed, test hole cut to determine soundness, furrows cut to collect pitch or sap, or blazes to mark a trail; a prominent community landmarks; a specimen associated with a historic person, place event or period; a representative of a crop grown by ancestors and their successors that is at risk of disappearing from cultivation; a tree associated with local folklore, myths, legends or traditions; a specimen identified by members of a community as deserving heritage recognition. (Adapted from the Ontario Heritage Tree Association)

**Hipped roof:** A roof that slopes to the eaves on all sides.

**Lintel:** The horizontal support at the top of a door or window.

**Mansard roof:** A roof with a double slope, with the lower portion steeper than the upper one (often used for barns). Dormers are often set in the lower slope.

**Masonry:** Brick, stone, concrete, tile or other earthen products used in construction.

**Millwork:** Finished woodwork, cabinetry, carving, etc.

**Moulding:** A shaped decorative element, usually a horizontal band, that projects slightly from the surface of a wall.

**Mullion:** A thin upright member within a window or between adjacent windows.

**Parapet:** The portion of a wall that projects above a roof.

**Pier:** An upright square or rectangular support post, usually of masonry.



**Pilaster:** An upright shallow rectangular support post set into a wall, mainly for decorative purposes.

**Quoins:** Stones at the corners of buildings, usually laid so their faces are alternately large and small. Usually in contrasting color from the rest of the wall.

**Restoration:** Major rebuilding and repair processes to restore a building to its former condition.

**Sash:** Wood or metal frame that holds the glass in a window.

**Shingle:** Generic term that refers to a number of products whose characteristic is the overlapping of small sheets or plates on a sloped or vertical surface to shed rainwater by gravity.

**Shutters:** Window or door covers, usually made of wood, with horizontal slats that may be tilted to control air and light transmission. Shutters may be functional or purely decorative.

**Sidelight:** A window beside a door, forming part of the door unit

**Siding:** A facing material applied to the outside of a building to make it weatherproof.

**Sill:** A horizontal element at the bottom of a window or wall.

**Slate:** A roof material made from a hard, fine-grained rock that cleaves into thin, smooth layers.

**Soffit:** The underside of an eave.

**Stucco:** A cement mixture used for siding, sometimes with pebbles or coloured glass pieces embedded for texture and decoration.

**Transom:** A small window over a door or another window, often able to be opened for ventilation.

## INFORMATION AND REFERENCE SOURCES

Following is a list of recommended reference sources for advice and information regarding heritage preservation, architecture, landscaping and related topics to inform and assist property owners who are interested in obtaining more detailed information.

### 1. International Publications

Preservation Briefs of the National Parks Service (USA)

<http://www2.cr.nps.gov/tps/briefs/presbhom.htm>

<http://www.icomos.org/>

<http://www.heritagecanada.org/eng/main.html>

Timber Frame Guild of North America – traditional heavy timber framing <http://www.tfguild.org/>

### 2. Federal Government Publications

Historic Sites and Monuments Board of Canada – Policies Criteria Guidelines

Researching Heritage Buildings

The Evaluation of Historic Buildings

The Buildings of Canada – A Guide to Pre-20<sup>th</sup> Century Styles in Houses, Churches, and Other Structures

Historic Sites and Monuments Board of Canada – An Introduction

Directory of Designations of National Historic Significance

Exterior Recording Training Manual

<http://204.29.171.80/framer/navigation.asp?charset=utf-8&cc=CA&frameid=1565&lc=en-ca&providerid=113&realname=Government+of+Canada&uid=1939730&url=http%3A%2F%2Fcanada.gc.ca%2Fmain%5Fe.html>

[http://www.cci-icc.gc.ca/images/p\\_logo\\_cci\\_e.gif](http://www.cci-icc.gc.ca/images/p_logo_cci_e.gif)

[http://www.chin.gc.ca/English/Common Images/pi\\_fip.gif](http://www.chin.gc.ca/English/Common Images/pi_fip.gif)

[http://www.parkscanada.gc.ca/parks/main\\_e.htm](http://www.parkscanada.gc.ca/parks/main_e.htm)

Parks Canada Historic Places Initiative

[http://www.pc.gc.ca/progs/plp-hpp/plp-hpp1\\_E.asp](http://www.pc.gc.ca/progs/plp-hpp/plp-hpp1_E.asp)

[http://www.pc.gc.ca/docs/pc/guide/nldclpc-sgchpc/index\\_e.asp](http://www.pc.gc.ca/docs/pc/guide/nldclpc-sgchpc/index_e.asp)

### 3. Provincial Government Publications

Ministry of Culture:

<http://www.culture.gov.on.ca/en/heritage/heritage.shtml>

[http://www.culture.gov.on.ca/en/heritage/heritage\\_toolkit.shtml](http://www.culture.gov.on.ca/en/heritage/heritage_toolkit.shtml)

Ontario Heritage Trust:

<http://www.heritagefdn.on.ca/>

Architectural Conservancy of Ontario

<http://www.hips.com/ACO/>

Litt, Paul.

Ontario's Heritage: A Celebration of Conservation.

Toronto : Ontario Heritage Foundation, c1997.

xv, 208 p. : ill. ; 28 cm. — available from Ontario Government Bookstore

*York County Mouldings form Historic Interiors* by George W. J. Duncan published by Architectural Conservancy of Ontario 2001. —available from Lee Valley Tools

#### **4. London Heritage Publications**

East Woodfield Heritage Conservation District Study, Plan and Guidelines

Bishop Hellmuth Heritage Conservation District Study and Guidelines Old

East Heritage Conservation District Study, Plan and Guidelines

#### **5. Other Publications**

Adamson, Anthony. *The Gaiety of Gables, Ontario's Architectural Folk Art. Text by Anthony Adamson, Photos by John Willard*, Toronto: McClelland and Stewart, 1974.

Adamson, Anthony. MacRae, Marion. *Ancestral Roof; Domestic Architecture of Upper Canada*, by Marion MacRae in constant consultation with, and sometimes in spite of Anthony Adamson, who wrote The first word and The last word, and made the drawings. Photos. are by Page Toles. 1964

Blake, Verschoyle Benson and Ralph Greenhill. *Rural Ontario*. Toronto: University of Toronto Press, 1969.

Brand, Stewart.

*How Buildings Learn: What Happens After They're Built* / Stewart Brand.

New York, NY: Viking, c1994.

viii, 243 p.: ill. ; 23 x 28 cm.

Blumenson, John J. G., 1942-

*Ontario Architecture: A Guide to Styles and Building Terms, 1784 to the Present* / John Blumenson.

[Canada]: Fitzhenry & Whiteside, c1990.

vi, 255 p.: ill. ; 29 cm.

Fram, Mark

*Well-Preserved. The Ontario Foundation's Manual of Principles and Practice for heritage Conservation* (Third Edition)

Boston Mills Press, 2003

Gibb, Alice, and Pat Morden. *Brackets and Bargeboards: Architectural Walks in London, Ontario*. Ed. Julia Beck and Elizabeth Spicer. London, Ontario: The Architectural Conservancy of Ontario, Inc.,

London Branch, 1989.

Gowans, Alan. *Building Canada: An Architectural History of Canadian Life*. Toronto: Oxford University Press, 1966.

Greenhill, Ralph, Ken Macpherson and Douglas Richardson. *Ontario Towns*. Ottawa: Oberon, 1974.

Humphreys, Barbara, and Meredith Sykes. *The Buildings of Canada: A Guide to Pre-20th Century Styles in Houses, Churches, and Other Structures*. Montreal: The Reader's Digest Association, 1974.

Hutchins, Nigel. *Restoring Old Houses*. Toronto: Van Nostrand Reinhold Ltd., 1980.

*The Victorian Design Book: A Complete Guide to Victorian House Trim*.  
Ottawa, Ont.: Lee Valley Tools; Scarborough, Ont.: Trade distribution in North America by Firefly Books, c1984.  
416 p.: ill. (some col.) ; 26 cm.

Lutman, John H. *The South and the West of London: An Historical and Architectural Guide*. London, Ontario: Corporation of the City of London, 1979.

MacRae, Marion and Anthony Adamson. *The Ancestral Roof*. -see Adamson

*The Old-House Journal Guide to Restoration* - edited by Patricia Poore; project editor Louise Quayle.  
New York, N.Y., U.S.A.: Dutton, c1992.  
viii, 392 p.: ill. ; 29 cm

Rempel, John I. *Building with Wood and Other Aspects of Nineteenth-Century Building in Ontario*. 1967

Rempel, John I. *Building with Wood and Other Aspects of Nineteenth-Century Building in Central Canada*. 1980.

Tausky, Nancy Z., and Lynne D. DiStefano. *Victorian Architecture of London and Southwestern Ontario: Symbols of Aspiration*. Toronto: University of Toronto Press, 1986.

Tausky, Nancy Z. *Historical Sketches of London: From Site to City*. Peterborough, Ontario: Broadview Press, 1993.

For historic plans of commercial buildings that were insured against fire: Insurance Advisory Organization in Markham (905) 474-0003.

## **6. Products and Services**

Air Conditioning Systems:  
Mitsubishi Split Systems: <http://www.mrslim.com/>

Fiber Cement Clapboard Siding:  
CertainTeed Building Materials: [www.certainteed.com](http://www.certainteed.com)

## **7. Web Sites and Links**



<http://www.oaa.on.ca/> – Ontario Association of Architects (Hiring an Architect and how the OAA can help) <http://www.caphc.ca/> - ([Canadian Association of Professional Heritage Consultants \(CAPHC\)](#) )) <http://www.sah.org/> - [Society of Architectural Historians](#)  
<http://www.icomos.org/> - [International Commission on Monuments and Sites \(Icomos\)](#)  
<http://www.heritagecanada.org/> - [Heritage Canada Foundation](#)

<http://www.heritagefdn.on.ca/> - [Ontario Heritage Trust](#)

<http://www.culture.gov.on.ca/english/culdiv/heritage/index.html> - [Ministry of Tourism, Culture and Recreation](#)

<http://www.culture.gov.on.ca/english/culdiv/heritage/hpd.htm> - [Ontario Heritage Properties Data Base](#)

<http://www.collectionscanada.ca/> - [National Archives of Canada](#)

<http://www.chin.gc.ca/> - [Canadian Heritage Information Network \(CHIN\)](#)

<http://ah.bfn.org/a/DCTNRY/vocab.html> - [Illustrated Architecture Dictionary](#)

<http://architecture.about.com/library/bl-glossary.htm> - [Architecture Glossary](#)

<http://www.virtualmuseum.ca/Exhibitions/Maison/en/glossary/index.html> - [Illustrated Architecture Glossary](#)

## **8. Landscape and Plant References**

Favretti, Rudy and Joy. *For Every House A Garden: A Guide For Reproducing Period Gardens*. Hanover: University Press of England, 1990.

Favretti, Rudy and Joy. *Landscapes and Gardens for Historic Buildings*. New York: Altamira Press, 1997.

Taylor, Patrick. *Period Gardens: New Life for Historic Landscapes*. New York: Atlantic Monthly Press, 1991.

Von Baeyer, Edwinna. *Rhetoric and Roses: A History of Canadian Gardening, 1900-1930*. Markham: Fitzhenry & Whiteside, 1984.

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