



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0

PH: (867) 993-7400, FAX: (867) 993-7434

Heritage Advisory Committee #21-14

Live streamed via Zoom @

<https://us02web.zoom.us/j/87168986079?pwd=QnVPclFtZW5yaktmaEJka1R5KzdWQT09>

Meeting ID: 871 6898 6079

Passcode: 789187

Date: August 19th, 7pm

Time: 7:00 pm

AGENDA

1. Call to Order
2. Adoption of the Agenda
3. Conflict of Interest
4. Committee of the Whole
5. Delegates
 - a) Brodie Klemm, CoD – DP 20-074
 - b) John & Kathryn McDonald – DP 21-095
 - c) Mike Mather – DP 21-093
 - d) Michel Lefebvre – DP 21-086
 - e) Amanda Price – DP 21-096
 - f) Greg Hakonson – re. DP 19-110 heritage compliance
6. Revert to Heritage Advisory Committee
7. Business Arising from Delegations
8. Adoption of Minutes
 - a) HAC meeting minutes #21-12
9. Business Arising from the Minutes
10. Applications
 - a) DP 20-074 – CBC building
 - b) DP 21-095 – Residential deck addition
 - c) DP 21-093 – House move
 - d) DP 21-086 – Boarding of windows on St Mary's Church rectory
 - e) DP 21-096 – Digital sign
11. New Business
 - a) Eve, Aggs, & Jim's HAC terms are ending on September 30th – Administration request for letters of renewal if members are hoping to return
 - b) DP 19-110 –heritage compliance question



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12. Unfinished Business
 - a) Letter to Chamber of Commerce re. neon signs
13. Adjournment

Committee Minutes

THURSDAY 29th JULY 2021

19:00

Meeting Type: Regular**Meeting: # HAC 21-13****Facilitators:** Stephani McPhee, PDA & Stephanie Pawluk, CDO**Attendees:** Angharad Wenz (chair), Patrik Pikálek, Megan Gamble, Jim Williams**Regrets:** Eve Dewald, Rebecca Jansen

Meeting Called to order at 7:09 PM.

Minutes

Agenda Item: Agenda Adoption**Presenter:** Angharad Wenz**Resolution:** 21-13-01**Second:** Patrik Pikálek

THAT the Agenda for Heritage Advisory Committee Meeting 21-13 has been adopted as presented.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest**Presenter:** Angharad Wenz**Resolution:** 21-13-02**Second:** Patrik Pikálek**Discussion:** None.

Agenda Item: Committee of the Whole**Presenter:** Angharad Wenz**Resolution:** 21-13-03**Second:** Patrik Pikálek

THAT the Heritage Advisory Committee move into the Committee of the Whole.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Delegations**Presenter:** Angharad Wenz**Resolution:** 21-13-4**Second:** Patrik Pikálek

Peter Marangu – Development Permit Application 21-068

Discussion:

- Peter brought cladding example renderings to present the intent behind the design.
- HAC questioned the large size of the building but ultimately concluded that the size and massing of the building appears to be compatible with the neighboring structures. Notably, the building height is comparable. Peter expressed that many community members experience an urgent need for shelter services. The large size of the building was designed to accommodate this urgent need by providing sufficient unit space.
- Peter presented 5 cladding designs. The last 4 options are being considered, and option 1 has been removed from consideration. The inspiration for these cladding options is to display Tr'ondëk Hwëch'in living culture. For example, the coral coloring in Option 2 is reflective of hanging salmon on drying racks, and birch bark is the inspiration for the design of Option 3.
- Peter explained that the fencing included in each option is representative of fish racks.

- The cladding will be non-combustible for safety reasons.
-
- Peter requested HAC's support for the design.

Agenda Item: Delegations

Resolution: 21-13-5

Presenter: Angharad Wenz

Seconded: Jim Williams

Tracy Abbott – DP 21-080

Discussion:

- Tracy came to discuss the anticipated mural design on the Robert Service building of the Westmark and to request direction from HAC to ensure that they are representing Dawson accurately.
- Tracy clarified that it would be the same artist that painted the Skagway mural. It was clarified that it would be the same style but with Dawson content.
- Tracy confirmed that it would have trim around the border.
- HAC raised concern about the font choice, saying that it is not representative of Dawson and suggested that Administration forward the font document to Tracy for the artist to mimic. Tracy confirmed that the artist would do a rendering that they will bring to HAC.
- HAC asked what inspired the streetscape location. Tracy said that they chose it because they wanted it to be in a very public area with foot traffic. It will go on the bottom left of the building.
- HAC wanted to clarify that it is a mural painted straight on wood wall. Tracy confirmed.

Agenda Item: Revert to Heritage Advisory Committee

Resolution: 21-13-6

Presenter: Angharad Wenz

Seconded: Jim Williams

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Adoption of the Minutes

Resolution: 21-13-7

Presenter: Angharad Wenz

Seconded: Jim Williams

THAT the Minutes for HAC meeting 21-11 are accepted as presented.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Business Arising from the Minutes

Resolution: 21-13-8

Presenter: Angharad Wenz

Discussion: None

Agenda Item: Applications

Resolution: #21-13-9

Presenter: Angharad Wenz

Seconded: Patrik Pikálek

THAT the Heritage Advisory Committee move to DISCUSS development permit 20-074.

Discussion:

- HAC discussed the CBC building in Brodie's absence, summarizing that sheet metal that was originally there as skirting would be reused at the base of the building. HAC hopes to see a non-shiny metal material being used.

- HAC summarized that technical work is in progress for the basement, and that insulation work was initially considered but discarded to ensure that the exterior of the building is not damaged. HAC summarized that they had previously discussed roof insulation and concerns about window function.
- HAC summarized that the North end staircase was discussed briefly as a way of concealing stairs or a lift, etc. They also mentioned that the staircase on the river side of the building was added later and is not truly historic in that location.
- HAC concluded by saying that discussion at the last HAC meeting was productive and in early stages.

Votes For: 0

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #21-13-10

Presenter: Angharad Wenz

Seconded: Patrik Pikálek

THAT the Heritage Advisory Committee move to FORWARD development permit 21-068 to Council with feedback.

Discussion:

- Administration provided the context that Council is currently considering seven requests from TH regarding the Men's Shelter, one of which is the exemption of the Men's Shelter building from the City's design guidelines, including exemption from Heritage Advisory Committee review of the plans. These requests were initially discussed at the July 20th Committee of the Whole meeting. At this meeting, Committee of the Whole directed Administration to process the application as any other application, including HAC review until Council makes a decision. This is why the application is on this agenda.
- Administration requested that HAC provide an analysis of the proposals' conformity to the heritage guidelines and outline what does and does not adhere to the design requirements for new infill.

Facade

- HAC raised concern about a lack of street facing façade. The guidelines suggest that the connection to the streetscape is important. HAC recognized, however that beyond the aesthetic design, the function of the proposed design is to protect the privacy of Shelter users.
- The lack of symmetry of the front façade is an issue and the rhythm on the streetscape does not comply to the guidelines, as it is non-symmetrical.
- HAC feels that the lack of a stately and symmetrical entrance is noncompliant as the entrance is not substantial or obvious as is expected of commercial buildings.
- HAC feels that the building's proportions work and that the blocking and asymmetry of the windows on the sides and rear is permissible in the commercial zone.
 - A precedent of a window spanning multiple floors was discussed. The front façade windows should however be symmetrical.
 - There is precedent in a commercial asymmetrical roofline in the Westminster building.

Materials

- All materials proposed (including cement board) are compliant materials. Cement board siding can apply when it is made to look historic.
- HAC stated that the glass second-floor balcony does not comply due to the material and modern style.

Other

- The fencing does not comply as horizontal fencing is noncompliant; however, HAC understands the architectural expression displayed in the design, as well as the functional purpose of providing privacy.
- The lack of finish around the windows (no trim) is non-compliant.
- The lack of roof overhang on the building is non-compliant. In addition to historic compliance, it is also critical to protect buildings from rot and water damage. A roof overhang is also important and tends to give balance to a façade. Without it, it creates a modern design look.

Future Considerations

- HAC supports TH's expressed desire to establish a new architectural style. HAC expressed the desire to participate and provide general advice on design and function if TH requests it in developing a different set

of guidelines, not necessarily Gold Rush Style recommendations, but rather the City's values re. streetscape, materials, walkability, human scale, etc.

- HAC also noted that consideration should be given to what will happen in the future if a property owner wants to build in TH's style.
- HAC feels that a larger Dawson style can be created that is somewhat streamlined and has predictable parameters, but merges both values and expressions of culture.

Conclusion

- HAC concluded the design analysis with the following statement: If the windows on the street were symmetrical, if the front entrance were more pronounced, if window trim was added, if a roof overhang was added, if the balcony style and material were altered, and if the fence was vertical, the design could be considered to conform to the guidelines.
- HAC feels that their role is to provide analysis of the proposed designs against the guidelines and provide suggestions about how to make it comply with existing guidelines. The nature of the application leads HAC to forward the application to Council.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #21-13-11

Presenter: Angharad Wenz

Second: Patrik Pikálek

THAT the Heritage Advisory Committee move to APPROVE development permit 21-070.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #21-13-12

Presenter: Angharad Wenz

Second: Patrik Pikálek

THAT the Heritage Advisory Committee move to APPROVE development permit 21-072.

Discussion:

- Administration provided an update that the Development Permit was approved with the condition that the applicant sends an image of historically compliant signage.
- Since the season is so short, HAC stated that a very simple hand drawn sign should be accepted.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #21-13-13

Presenter: Angharad Wenz

Second: Patrik Pikálek

THAT the Heritage Advisory Committee move to APPROVE development permit 21-077.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: #21-13-14

Presenter: Angharad Wenz

Second: Patrik Pikálek

THAT the Heritage Advisory Committee move to TABLE decision development permit 21-080 until receipt of mural rendering.

Discussion:

- HAC requested to see the mural before it's approved with compliant font and Dawson mural content.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Business Arising from Delegations

Resolution: N/A

Discussion: None.

Agenda Item: New Business

Resolution: #21-12-18

Presenter: Angharad Wenz

Second: Jim Williams

THAT the Heritage Advisory Committee move to DISCUSS the non-compliance of the Placer mining sign in fluorescent yellow colour

Discussion:

- HAC clarified that the signage does not comply and were initially meant to be a temporary sign for a campaign, but most have not been taken down.
 - HAC recommended that a letter be sent to the Mining Commission to inform that the signage does not conform to heritage guidelines, in hopes of collaborating with them to make a compliant sign.
-

Agenda Item: Unfinished Business

Resolution: #21-12-19

Presenter: Angharad Wenz

Second: Jim Williams

None.

Agenda Item: Adjournment

Resolution: #21-11-20

Presenter: Angharad Wenz

Second: Jim Williams

That Heritage Advisory Committee meeting HAC 21-13 be adjourned at 8:51pm on July 29th, 2021.

Discussion: None.

Minutes accepted on:

20-074

CBC Building

Background:

Two new drawings have been provided to supplement existing plans for the CBC building renovation. A new rear (west elevation) plan and a new wall section plan details the building's insulation.



THE CITY OF DAWSON

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OFFICE USE ONLY	
APPLICATION FEE:	105+GST
DATE PAID:	WAIVED-
RECEIPT #:	CITY OWNED
PERMIT #:	20-074

DEVELOPMENT PERMIT APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES, AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> New Build:
Single/Duplex
Residential | <input type="checkbox"/> New Build: Multi-
Residential & All
Other Use Classes | <input checked="" type="checkbox"/> Major Alteration | <input type="checkbox"/> Minor Alteration |
| <input type="checkbox"/> Change of Use | <input type="checkbox"/> Temporary (less
than 7 days) | <input type="checkbox"/> Temporary (more
than 7 days) | <input type="checkbox"/> Sign |

CIVIC ADDRESS: 1001 Front Street VALUE OF DEVELOPMENT: \$417,750.00
LEGAL DESCRIPTION: LOT(S) 1024 Quad 116B/03 BLOCK ESTATE PLAN# 90-66 LTO YT

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development.

Extant Recording of existing structure. Remove exterior west stair and repair window framing. Repair hip roof and wall cladding penetrations. Re-install roof finials. Paint exterior walls and roof. Restore and install existing windows (tentative).

APPLICANT INFORMATION

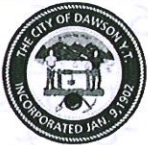
APPLICANT NAME(S): Brodie Klemm, City of Dawson Project Manager
MAILING ADDRESS: Box 308, Dawson City, YT POSTAL CODE: Y0B 1G0
EMAIL: projectmanager@cityofdawson.ca PHONE #: 867-993-7400 x 304

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): Cory Bellmore, City of Dawson CAO / City of Dawson
MAILING ADDRESS: Box 308, Dawson City POSTAL CODE: Y0B 1G0
EMAIL: cao@cityofdawson.ca PHONE #: 867-993-7400 x 402

DATES (TEMPORARY PERMITS ONLY)

START DATE: END DATE:



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OFFICE USE ONLY

PERMIT #:

20-074

SIGNAGE DIMENSIONS & DESCRIPTION (SIGN PERMITS ONLY)

HEIGHT OF SIGN: _____ WIDTH OF SIGN: _____

TOTAL SIGN AREA: _____ MATERIALS: _____

TYPE OF SIGN:

☐

FIXED

☐

FREE-
STANDING

☐

PROJECTING

☐

WALL
PAINTING

☐

BANNER

☐

SANDWICH
BOARD

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw #2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

July 10 2020
DATE SIGNED

[Signature]
SIGNATURE OF APPLICANT(S)

[Signature]

July 10/2020
DATE SIGNED

[Signature]
SIGNATURE OF OWNER(S)

[Signature]

5/10



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PERMIT #:

20-074

COMPLETE APPLICATION SUBMISSION REQUIREMENTS

As per s. 4.4.1 of ZBL #2018-19, a permit will be granted, granted with conditions, or refused within 30 days of receipt of a complete application. An application is not deemed complete until the following information is submitted to the satisfaction of a Development Officer.

- ☐ Application Form (completed in full)
- ☐ Application Fee & Security Deposit (if applicable) as per City of Dawson Fees and Charges Bylaw & Zoning Bylaw
- ☐ Site Plan that includes:
 - ☐ a north arrow and scale
 - ☐ property lines shown and labelled as per the most recent legal survey
 - ☐ all easements and rights of way shown and labelled
 - ☐ the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
 - ☐ the topography and other physical features of the subject land
 - ☐ the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the property lines
 - ☐ the location, size, type, and dimensions of all proposed buildings and structures on the subject land, as well as the proposed distance of the buildings and/or structures from the property lines
 - ☐ the location of retaining walls and fences (existing and proposed)
 - ☐ the location, dimensions, and number of onsite parking areas
 - ☐ the location of loading facilities
 - ☐ the date of the plan
- ☐ Certificate of Title (if owner does not match Assessment Roll)
- ☐ Elevation Plans
- ☐ Floor Plans
- ☐ For Heritage Management Areas: Annotations as per s. 4.3.4 of ZBL #2018-19
- ☐ For New Builds: Foundation & Drainage Plan
- ☐ New Builds and Additions not connected to municipal servicing: Environmental Health Approval
- ☐ For signage: scaled coloured renderings/drawings of the proposed sign and inclusion of sign location on elevations
- ☐ Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) 1024 BLOCK 1 ESTATE Q116B/03 PLAN# 90-66 LTO YT

ZONING: C1 - CORE COMMERCIAL DATE COMPLETE APPLICATION RECEIVED: 20/7/2020

TYPE OF APPLICATION: MAJOR ALTERATION - EXTANT RECORDING OF STRUCTURE

APPLICANT NAME(S): BRODIE CLEMM (Project Manager, City of Dawson)

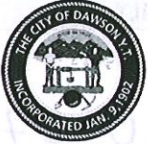
OWNER NAME(S): CITY OF DAWSON

☐ APPLICATION REJECTED

☐ APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: _____ SIGNATURE: _____



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PERMIT #: 20-074

INSTRUCTIONS AND GUIDELINES

IT IS IMPORTANT TO READ AND UNDERSTAND THE FOLLOWING INSTRUCTIONS PRIOR TO COMPLETING THE APPLICATION FORM. THESE GUIDELINES ARE FOR REFERENCE ONLY. IN THE EVENT OF A DISCREPANCY WITH THE ZONING BYLAW, THE ZONING BYLAW PREVAILS.

1. Information Requirements:

- a) An application shall not be considered to have been received until all application requirements have been submitted to the satisfaction of a Development Officer.
- b) Notwithstanding a) above, a Development Officer may consider an application if, in a Development Officer's opinion, the development is of such a nature as to enable a decision to be made on the application without all of the required information.
- c) Failure to complete this form and to supply the required support information may result in delays in the processing of the application.

2. Notification:

- a) Within five working days after a decision on a development permit application, a Development Officer shall send a notice by regular mail of the decision to the applicant and indicating whether the application was approved or refused.

3. Validity of Permit:

- a) When a permit has been issued by a Development Officer, the permit shall not be valid unless and until the conditions of the permit, save those of a continuing nature, have been fulfilled and no notice of appeal has been served on Council within a 14 day appeal period.
- b) When a permit has been approved, the permit shall not be valid until the decision is issued in writing.

4. Permit Conditions:

- a) A development officer has the authority to issue development permits and, when necessary, impose terms and conditions upon development permits that will bring the project into conformity with the OCP and all applicable bylaws, and will mitigate any undesired effects of the proposed development
- b) A Development Officer may, as a condition of a permit, require the applicant to make satisfactory arrangements for the payment and supply of water, power, sewer and other services or facilities, or any of them.
- c) A permit may be refused when, in the opinion of a Development Officer, satisfactory arrangements have not been made for the payment and supply of water, power, sewer or other services or facilities, or any of them or if taxes on the property associated with the permit application have not been paid.
- d) A Development Officer may, as a condition of a permit, require that an applicant enter into a development agreement that may require the applicant to pay an offsite levy or redevelopment levy or both.

5. Expiry of Permit:

- a) A development permit issued in accordance with the notice of decision is valid for a period of 12 months from the date of issue.
- b) A development officer may grant an extension of the effective period of a permit prior to the expiry of the permit; the effective period shall not exceed 12 months and the development officer may only grant such an extension once.
- c) When a development permit expires, a new application is required. Such application shall be dealt with as a first application and the development approving authority shall be under no obligation to approve it on the basis that a previous permit had been issued.

6. Appeals:

- a) An applicant aggrieved by the decision of the development officer may appeal to Council within 30 days of the date of the decision.
- b) Appeal applicants shall be limited to the original development permit applicant and landowner.
- c) Council shall within 60 days of receipt of an appeal under this section grant permission, refuse permission, or grant permission with conditions.



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PERMIT #:	20-074

7. Suspension or Revocation of Permit:

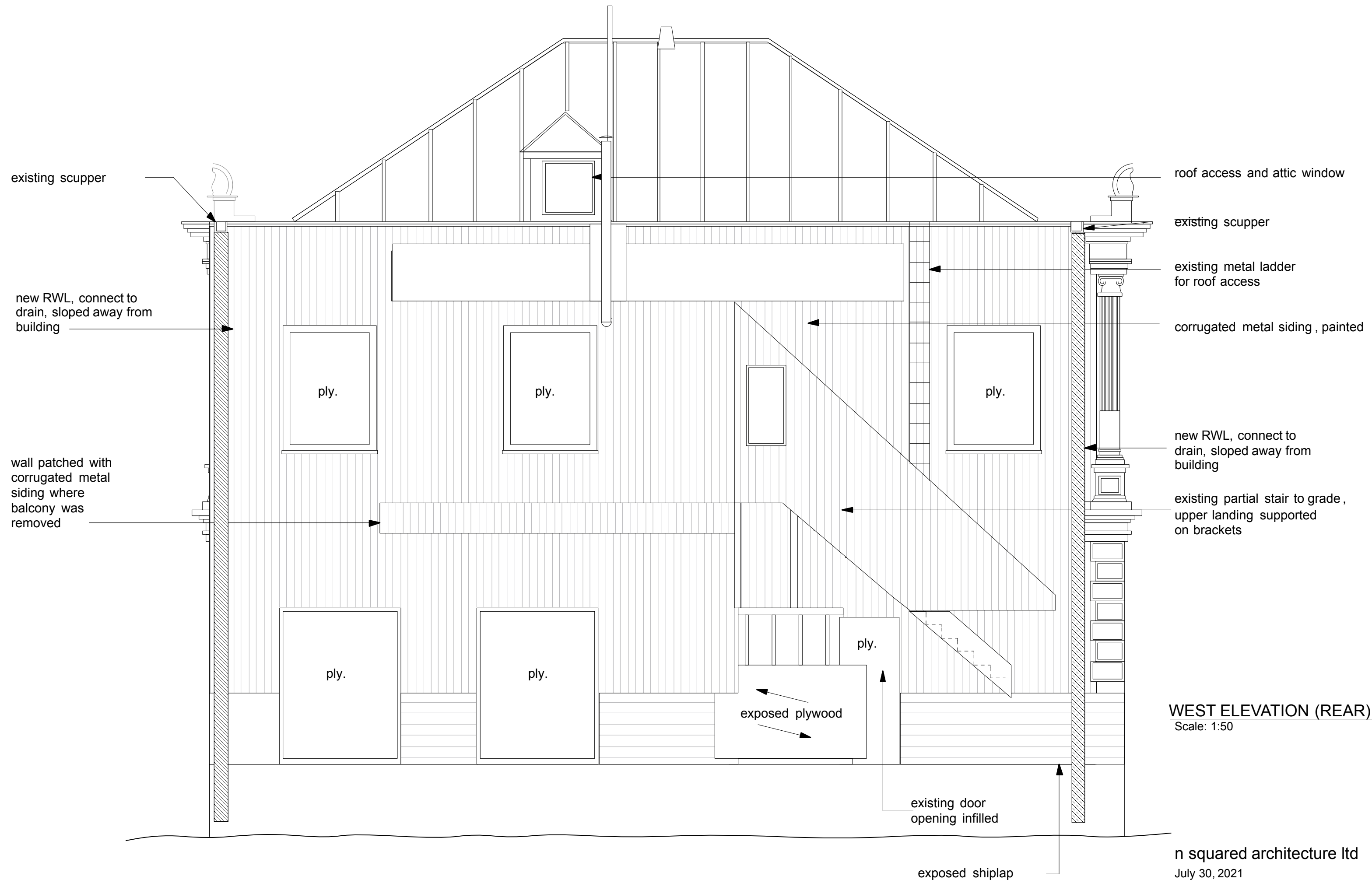
- a. A Development Officer may suspend or revoke a development permit where:
 - i. the applicant fails to comply with the conditions of the issuance of the permit; or
 - ii. any person undertakes or causes or allows any development on a site contrary to the terms or conditions of a permit.
 - iii. the permit was issued on the basis of incorrect information or misrepresentation by the applicant; or
 - iv. the permit was issued in error.

8. Temporary Developments

- a. Where a development permit application is for a temporary, short-term, or seasonal development, the development officer may:
 - i. consider and decide upon a development for a specific period of time not exceeding one year
 - ii. impose a condition on such a permit so that the City is not liable for any costs involved in the cessation or removal of the development at the expiration of the time period stated in the permit
 - iii. require the applicant to post an acceptable security deposit that guarantees the cessation or removal of the development and is the greater of either 25% of the value of the structure or \$2,000

9. Signage

- a. Signage lettering must reflect heritage design guidelines if it is located in the historic townsite.
- b. Prior to erection all fixed, free-standing, or projecting types of signs shall be approved by the development officer.
- c. No sign shall be erected that, in the opinion of Council, interferes with traffic or the visibility of a traffic control device.
- d. No free-standing sign may exceed the maximum permissible height for an accessory structure in the zone in which the sign is located.
- e. An advertising sign may only be erected on the site where the service advertised is performed, or where the product advertised is made, sold, or serviced.
- f. Notwithstanding the above, campaign signs do not require development officer approval, provided they are only placed after an election has been called and are taken down within seven days after the election has ended.
- g. Notwithstanding the above, traffic type signs placed by the City (including warning signs) and real estate "for sale" signs up to 1 m² (10.8 ft.²) in size do not require development officer approval.
- h. Notwithstanding the above, temporary signs that advertise contributors to a building project do not require Development Officer approval provided they are placed only after construction has begun and taken down within 60 days following substantial completion of the building.



new or existing corrugated siding where existing is missing, on building paper where wood shiplap is exposed

Fibreglass insulation full depth c/w 6 mil poly VB, installed to spec

upper surface perimeter drain

grade to slope away from building

Install continuous galvanized flashing over drain mat, extend under new or existing corrugated siding
Flashing formed as shown, color to spec

existing waterproof membrane unknown

excavate to full depth of foundation, install new waterproof membrane, (Laticrete or equiv, to spec) ensuring firm adhesion to existing plywood foundation walls. Install continuous closed cell insulation (SM or equivalent) c/w dimpled drain mat over, with overlaps as required to form a continuous insulated and protective surface. Backfill with drain rock

foundation drain below footings

DETAIL WALL SECTION

scale 1:20

drainage: refer to the civil drawings

n squared architecture ltd

July 30, 2021

AGENDA

Canadian Bank of Commerce - NHS

8th July 2021

Heritage Advisory Committee Meeting

RDH Slide Show

RDH At Grade Concept Draft

Attachments: nsquared CBC Exterior Stabilization & Restoration

Slideshow presentation & discussion	Outline directives from Council	RDH
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Drawing presentation & Discussion	Clarify acceptability of At Grade Detail Wall Section	RDH nsquared A-06
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Corbel & Finials Update		WF Norman
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End-use discussion

PROJECT TEAM MEETING

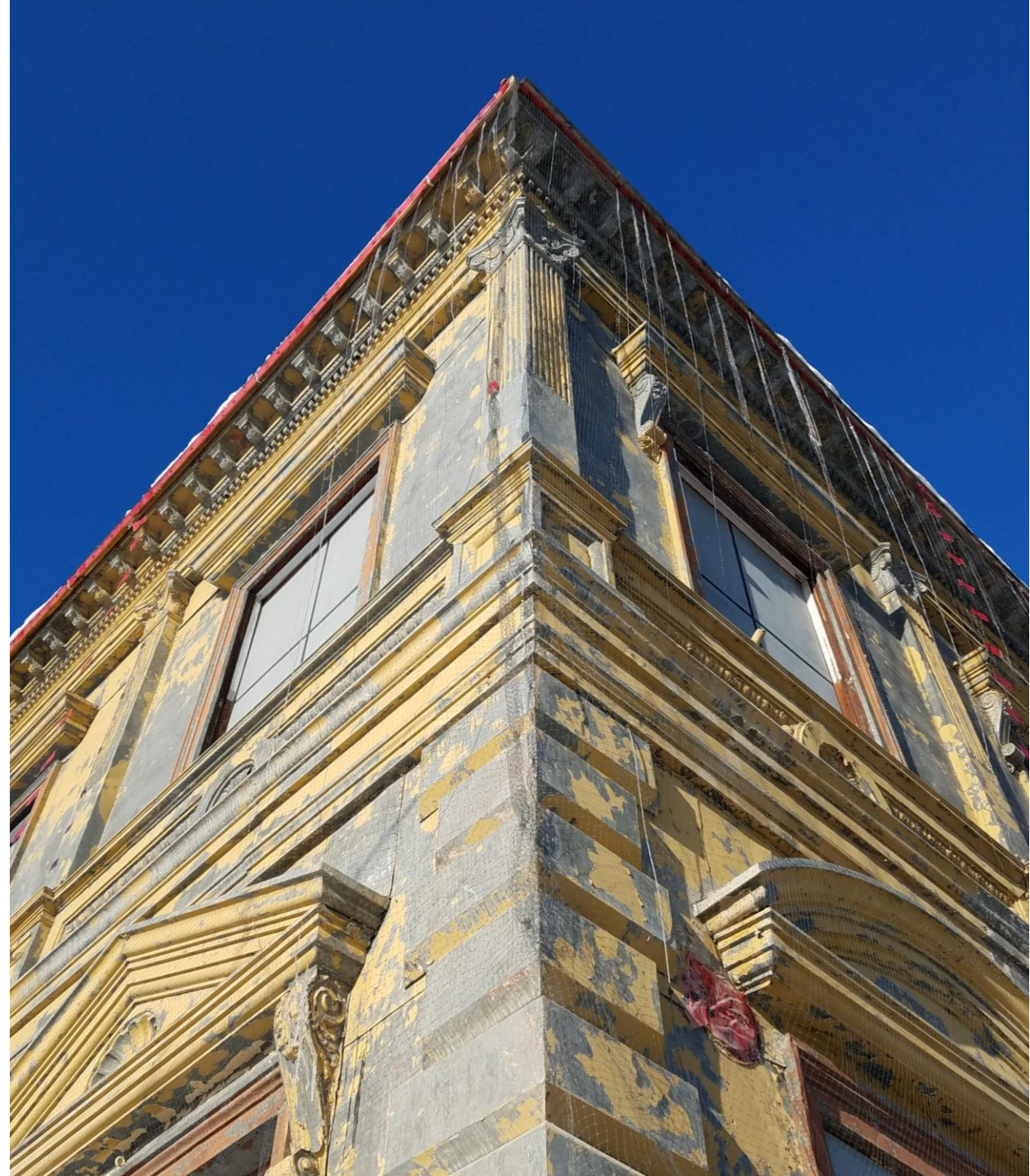
NOVEMBER 18, 2020

Canadian Bank of Commerce NHS

Sarah Gray | P.Eng (Ontario), CAHP

Robin Urquhart | MBSc.

Trevor Vilac | Intern Architect AIBC



Agenda

- RDH Scope
- Design Concepts for Building Enclosure Renewals
 - Exterior Walls
 - Windows
 - Roof
 - At- and Below- Grade
- Summary of Design Concepts
- Next Steps



RDH Scope

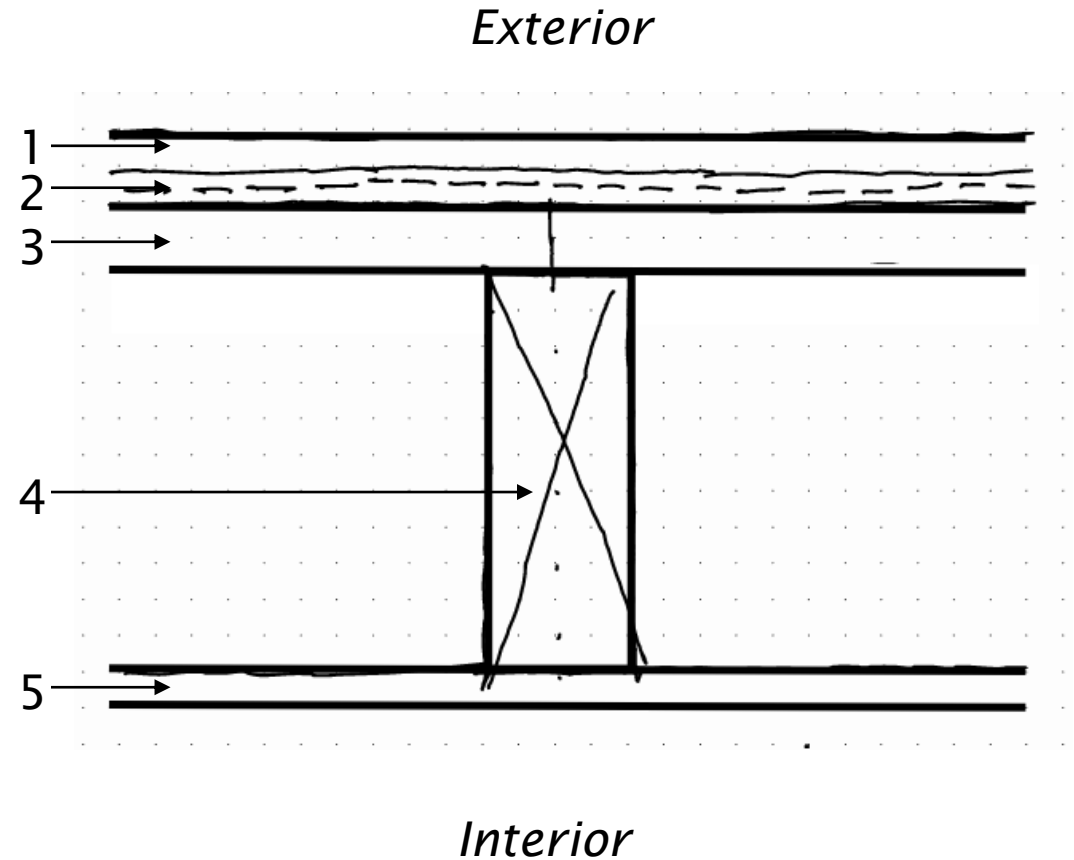
- Representatives of the City of Dawson and RDH met on site for a review of the building enclosure on October 16, 2020
- Site Work: Verify findings from earlier investigations by others
- Confirm the viability of repair or renewal design strategies



Exterior Walls

Existing Wall Assembly

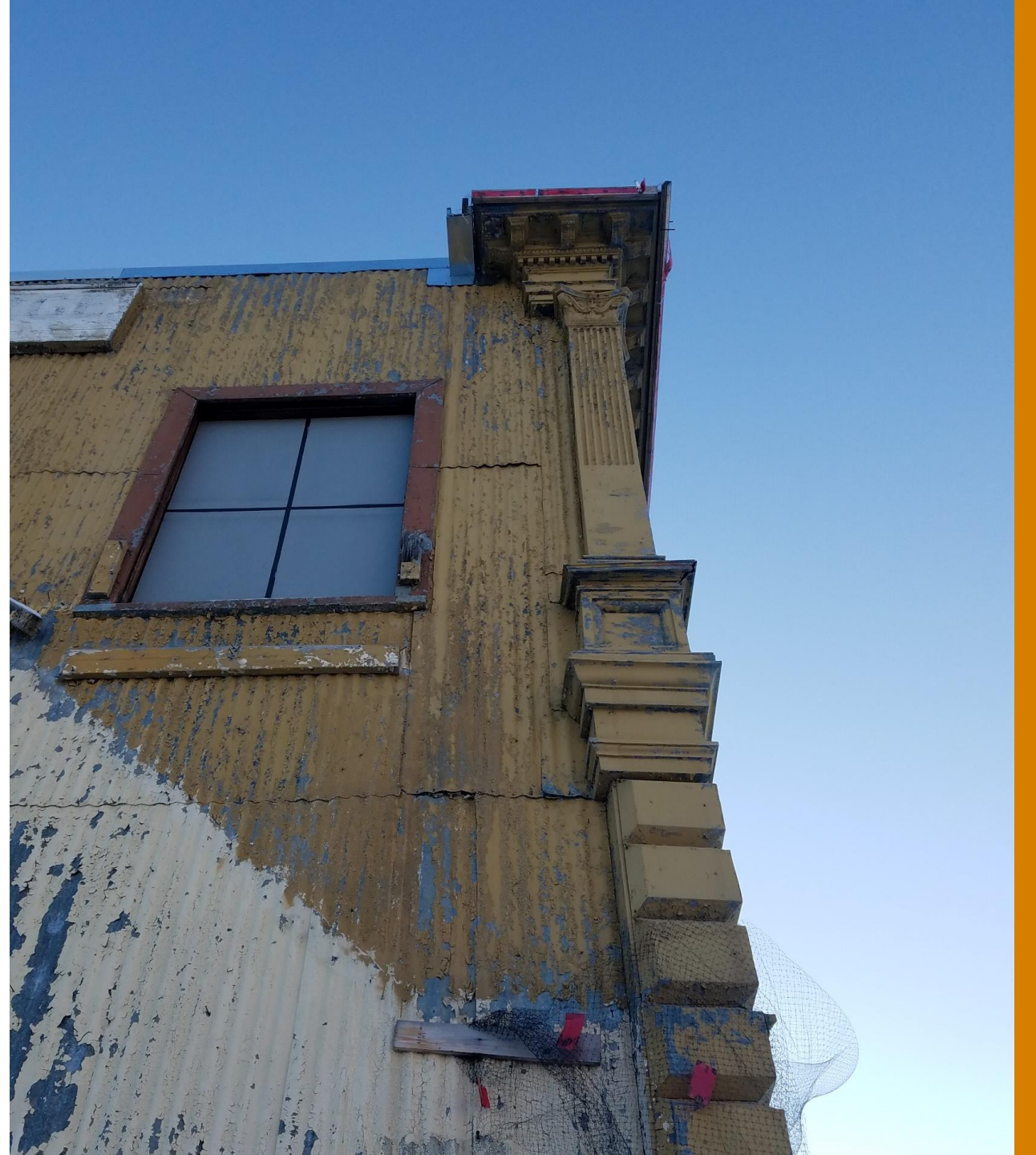
- 1) Historic metal cladding
- 2) Building paper (asbestos containing)
- 3) 1x6 horizontal wood shiplap sheathing
- 4) 2x5.5 rough cut wood framing at 16" O.C.
- 5) 1/2" plywood (temporary)



Design Concepts

The benefits and drawbacks of the design options for the evaluated building enclosure assemblies are considered against the following criteria:

- Constructability and detailing
- Sensitivity to heritage fabric of the historic place
- Building enclosure performance



Exterior Walls

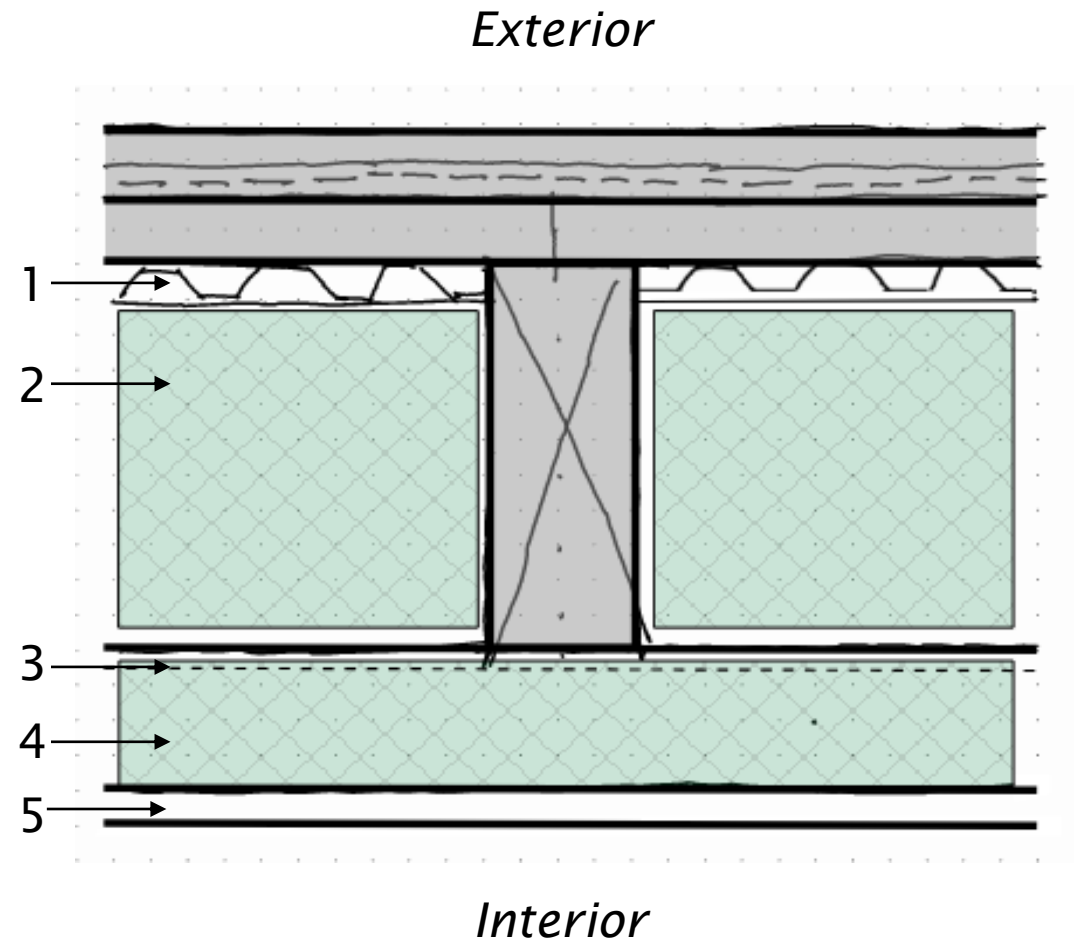
Two potential wall assemblies to consider for the rehabilitation project

- 1) Maintain Cladding In Place: Vented Interior Insulation + Interior Air/Vapour Barrier
- 2) Remove All Cladding: Split Interior/Exterior Insulation + Exterior Air Barrier

Exterior Walls

Option 1: Maintain Cladding in Place: Add Venting Layer + Interior Insulation + Interior Vapour and Air Barrier

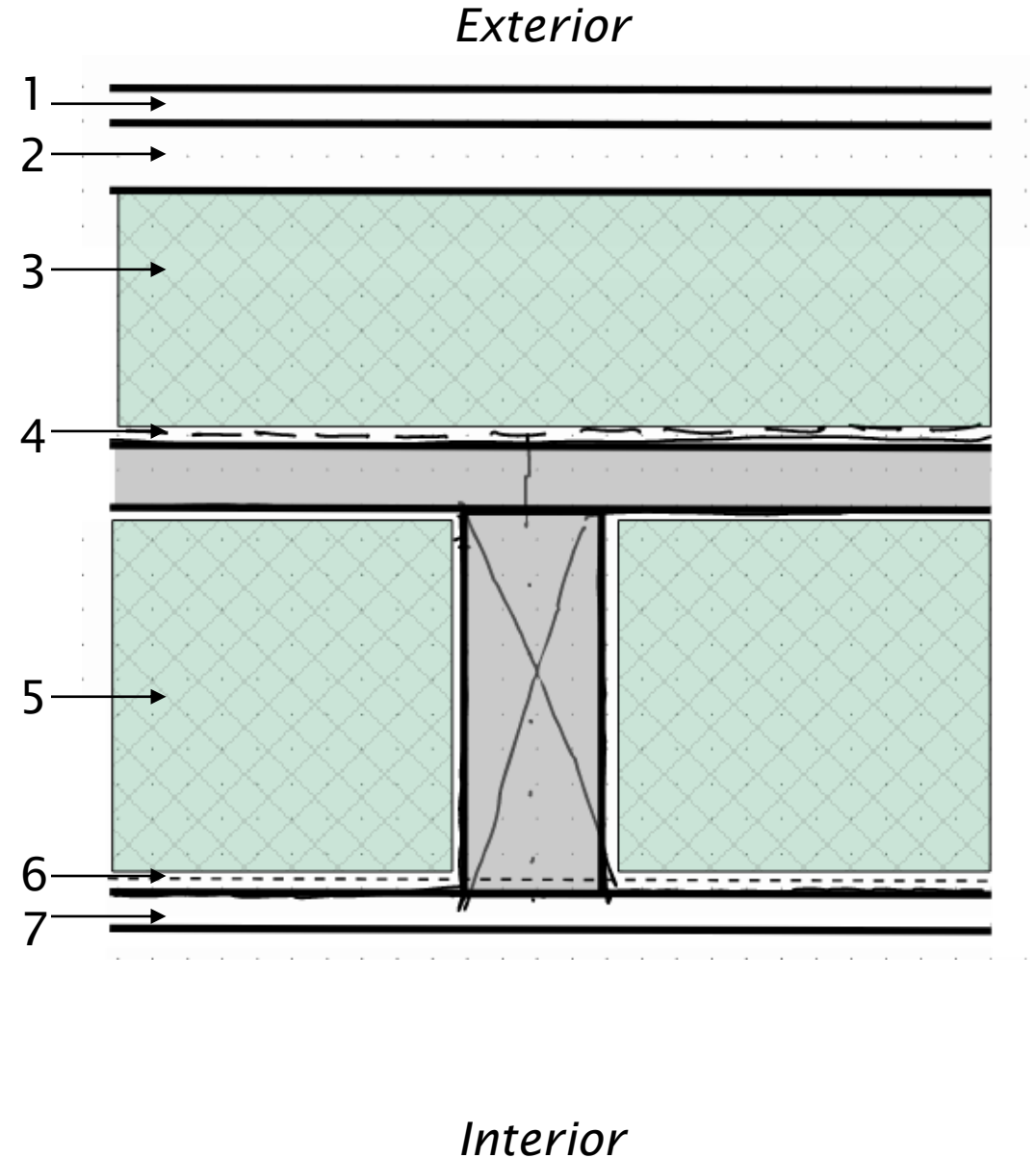
- 1 – Insulation baffle (ventilation control layer)
- 2 – Mineral fibre insulation within stud cavity
- 3 – Polyethylene vapour and air barrier
- 4 – Interior 2x2 furring with mineral fibre insulation within furring cavity
- 5 – Interior finish



Exterior Walls

Option 2: Remove Existing Cladding, Add Split Insulation + Exterior Air Barrier

- 1 – Reinstalled historic metal cladding
- 2 – Air space
- 3 – Mineral fibre exterior insulation
- 4 – Exterior air barrier and moisture barrier
- 5 – Mineral fibre insulation within stud cavity
- 6 – Polyethylene vapour
- 7 – Interior finish



Exterior Walls

Option 1: Existing Cladding In Place Interior Insulation, Vapour and Air Barrier

Benefits

- This is a stabilization approach for the historic façade and historic metal elements; Existing building paper can typically remain in place
- Relatively straightforward interior detailing requirements
- Interior services are installed within a 2x2 furring cavity to keep air barrier intact
- Improved air-tightness and good thermal performance, approximately R23 nominal exterior wall

Option 2: Remove Existing Cladding, Split Insulation with Exterior Air Barrier

Benefits

- Simplified interior finishing
- Air/vapour control is located on the exterior sheathing
- Improved air-tightness and continuous insulation, capable of reaching R24 effective and possibly higher

Exterior Walls

Option 1: Vented Exterior Wall with Interior Vapour and Air Barrier

Drawbacks

- Placement of interior vapour barrier and balance of insulation inbound of the vapour barrier need to be simulated to confirm if there are potential condensation risks

Option 2: Split Insulation Exterior Wall with Exterior Air Barrier

Drawbacks

- Requires removal and reinstallation of historic metal cladding, and associated risk of damaging metal components
- Requires hazardous materials abatement (building paper) to install exterior AVB
- Increases overall thickness of exterior wall assembly - requiring the installation of infill pieces of metal for architectural elements at the historic facade
- Not so sensitive to the heritage fabric of the building

Windows

- A number of original wood windows have been lost
- Improving windows will greatly improve thermal comfort within the space, regardless of new future occupancy



Windows

Two potential approaches to consider for windows:

- 1) Wood window at exterior with a second high-performance interior window (“double sash”)
- 2) One new high-performance window with heritage aesthetic



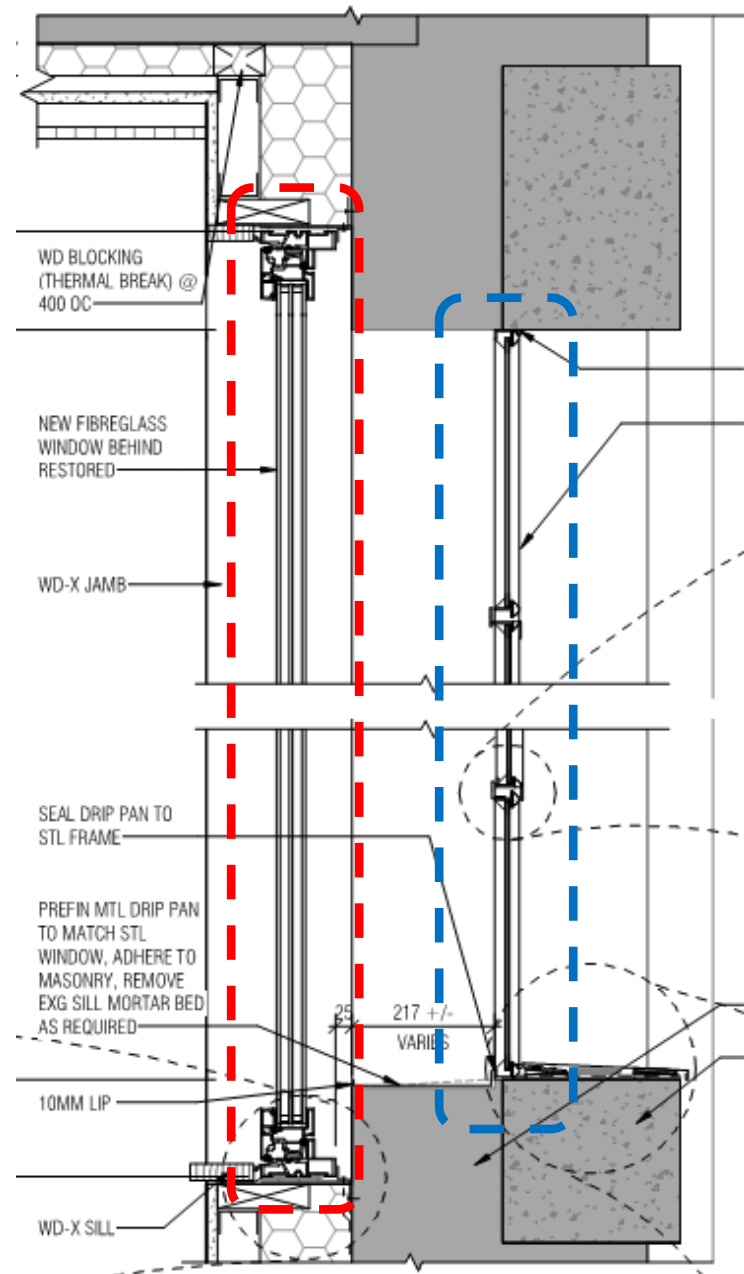
Windows

Option 1: Interior Sash Approach

Interior

New triple-pane fiberglass framed windows

- Open-in for cleaning
- Air-sealed
- Set within new interior insulation
- Frames not visible from exterior

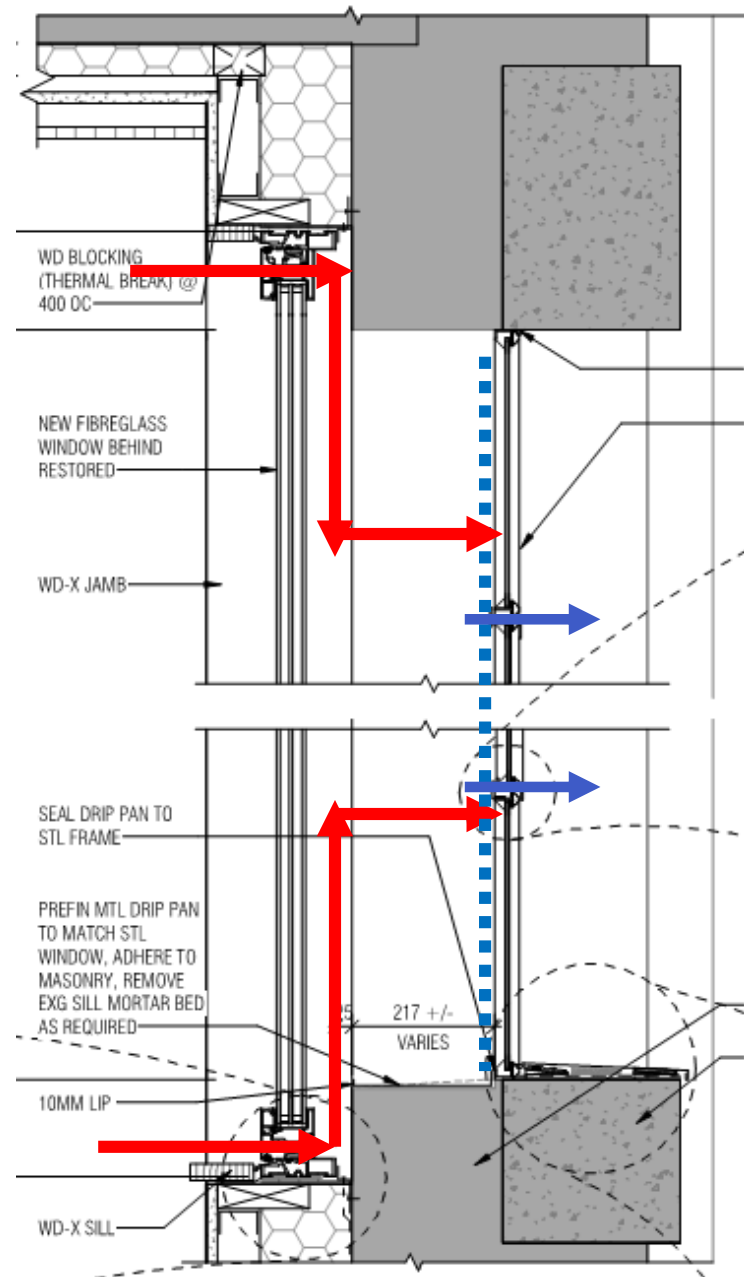


Exterior

Original Wood Windows or
New Replica Windows

*The outer windows are mostly
aesthetic, not providing much
thermal or air control benefit*

Windows

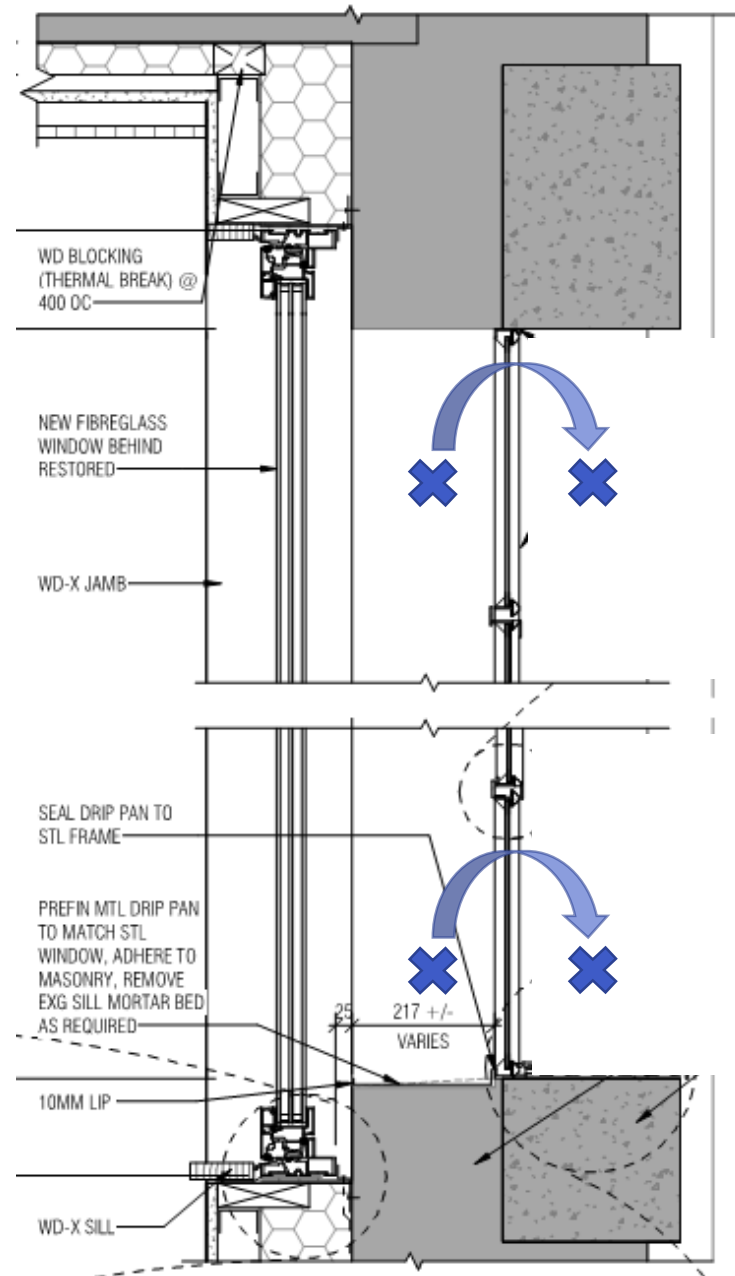


CAUTION!

If **warm air leaks** through new interior window into the space between new+old windows – **condensation can occur in winter.**

Vent the space between new+old windows to help **clear condensation**

Windows



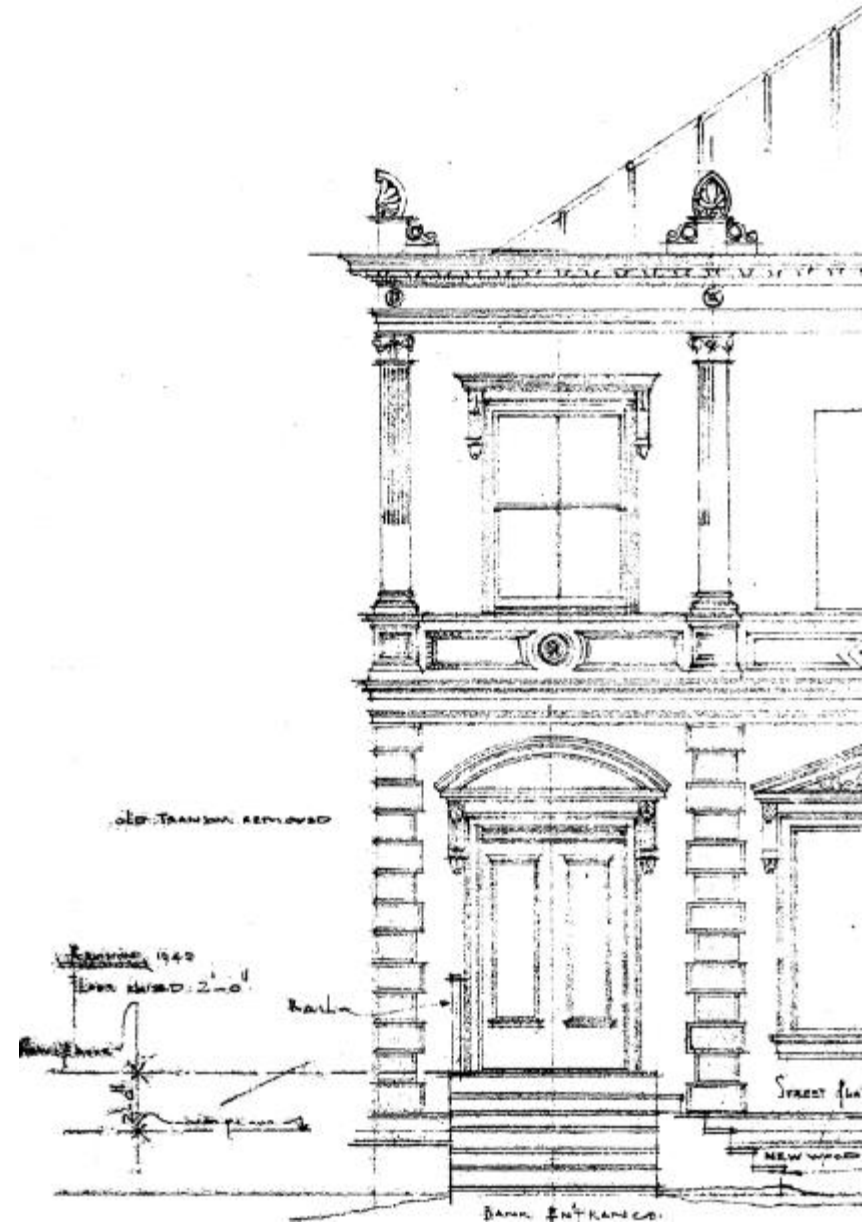
Vent the air space through the window jamb

Windows

Option 2: High Performance Window with Heritage Aesthetic

Considerations for frame material and glazing:

- Wood framed window with muntins to resemble heritage aesthetic
- Triple glazed IGUs for improved thermal performance
- Consider using larger IGUs with applied exterior muntins to create reflect the heritage aesthetic, but not true divided light



Windows

Option 2: High Performance Window with Heritage Aesthetic

- Customize muntin placement to match historic condition based on photographic evidence and original building drawings
- Window detailing strategy needs to be considered in unison with wall renewal strategy - selected wall strategy will impact window detailing



Windows

Option 1: Double Sash Approach	Option 2: High Performance Window with Heritage Aesthetic
<p>Benefits</p> <ul style="list-style-type: none">→ Wood window at the exterior is potentially a more sensitive approach to the heritage fabric of the original façade→ Potentially higher performance with double sash	<p>Benefits</p> <ul style="list-style-type: none">→ Simplified detailing when compared to double sash approach→ Less risk of condensation on the glass→ One of the best single improvements to make to overall building enclosure performance

Windows

Option 1: Storm Sash Approach	Option 2: High Performance Window with Heritage Aesthetic
<p>Drawbacks</p> <ul style="list-style-type: none">→ Careful detailing and vented of the air space between the outer sash and the interior higher performance window→ Difficult to detail due to limited space within the existing window rough opening	<p>Drawbacks</p> <ul style="list-style-type: none">→ Potentially not as sensitive to the heritage fabric of the original façade

Roofs

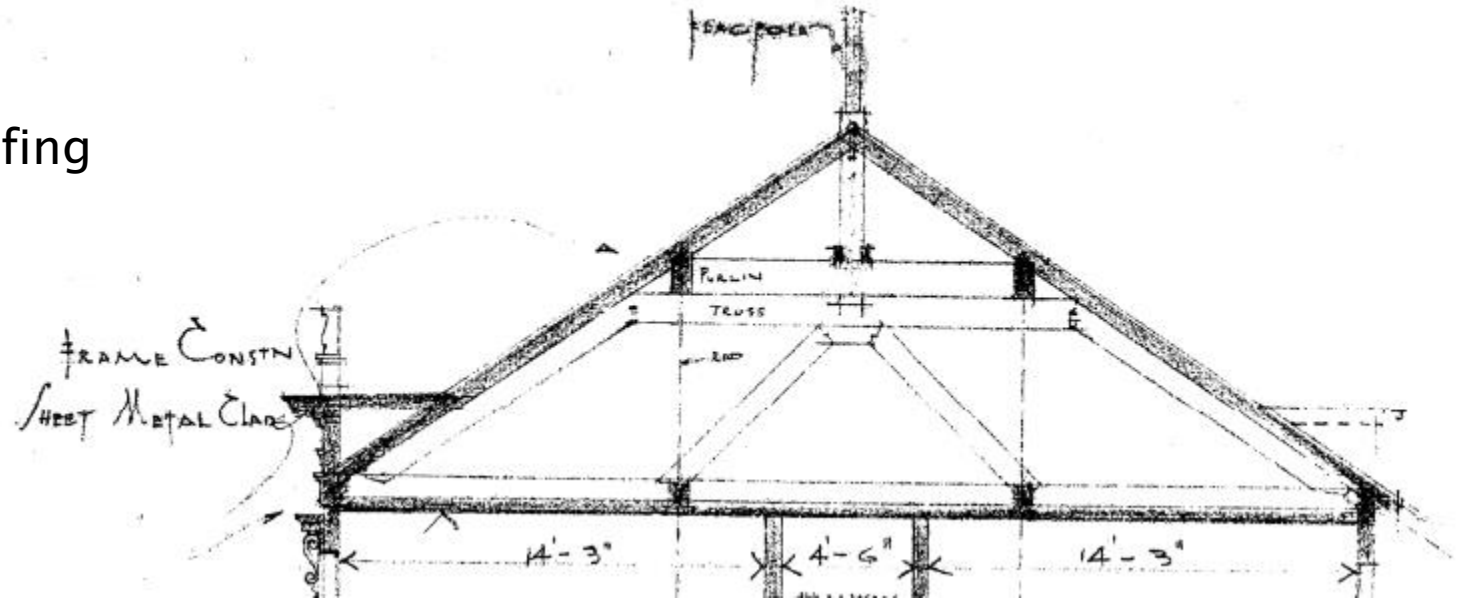
Existing Roof Assembly

Exterior

- Original standing seam metal roofing
- Wood truss system
- Ceiling joists

Interior

Roof is currently un-insulated



Roofs

There is evidence of moisture staining from roof leaks within the attic space/at the second floor ceiling



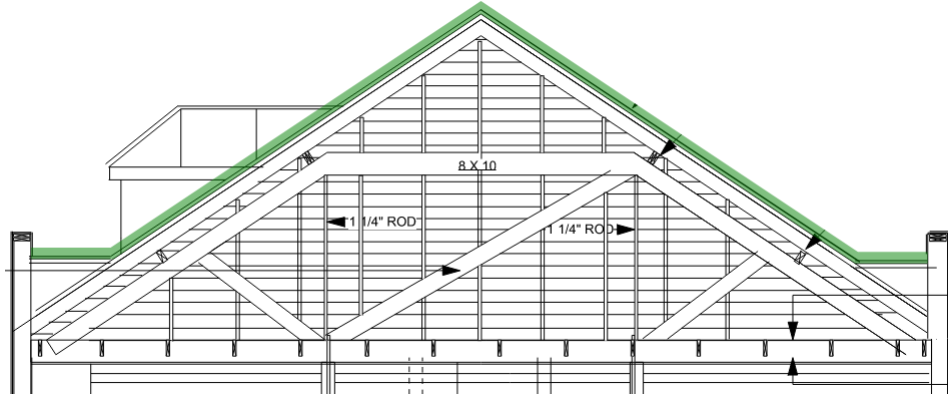
Roofs

Two potential roofing approaches to consider for renewals project

- 1) Exterior Insulated Roof
- 2) Interior Insulated Roof

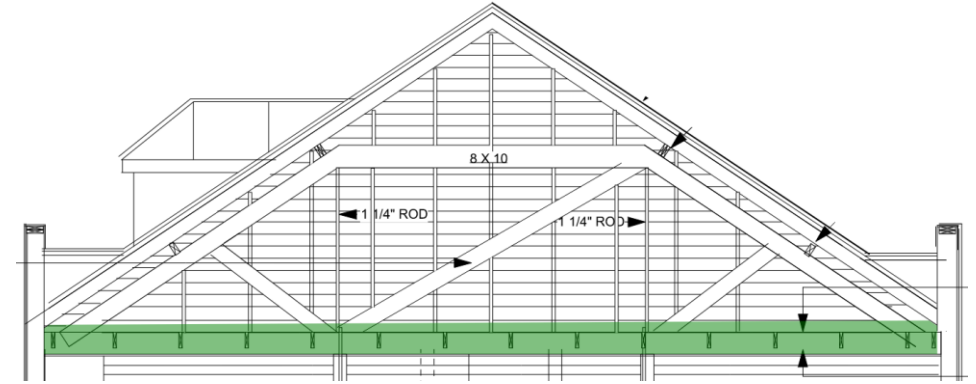


Roofs



Exterior Insulated Roof

- New standing seam metal roof with exterior insulation
- New conventional flat roof assembly at perimeter



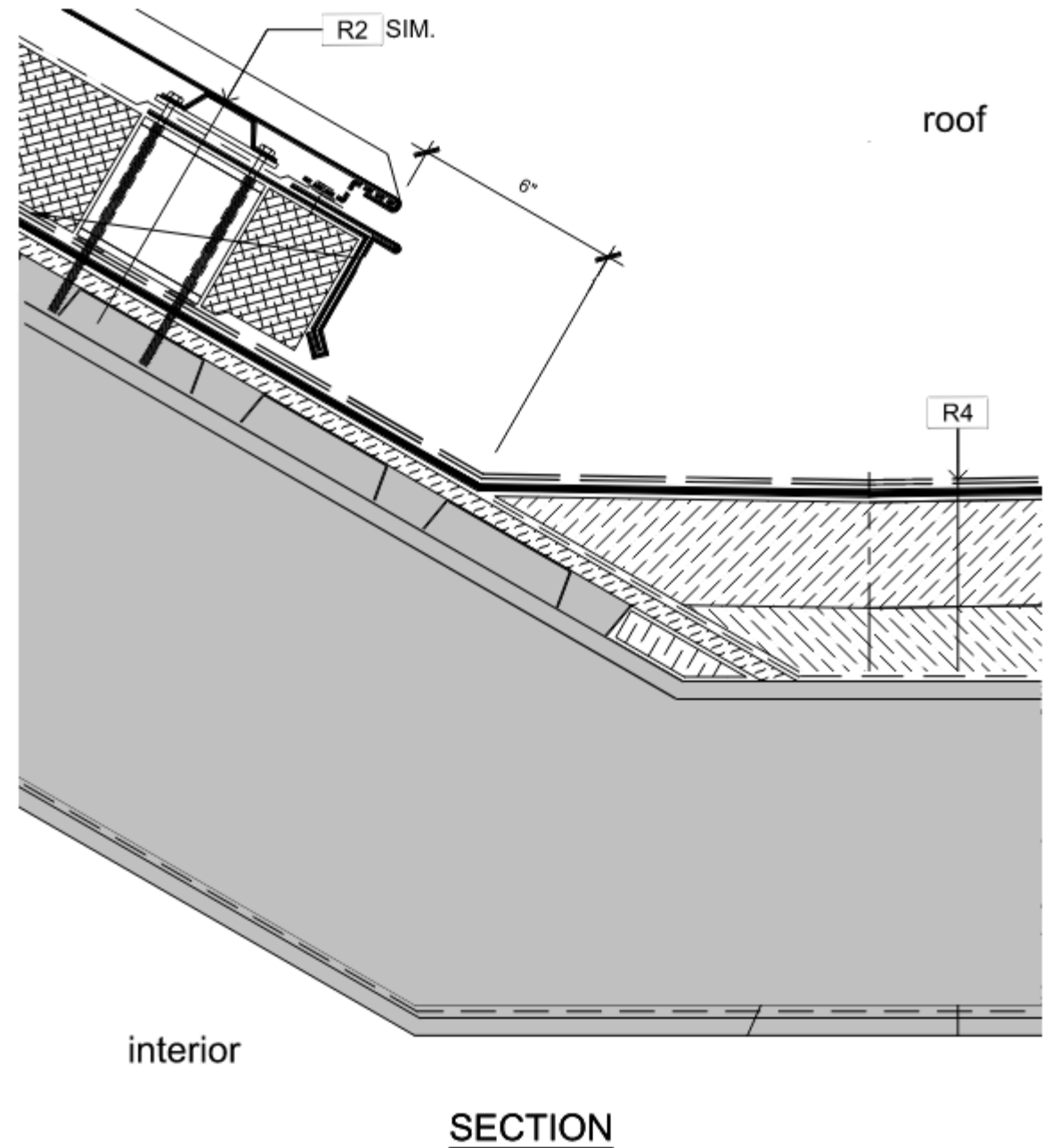
Interior Insulated Roof

- Retain existing metal roofing
- Insulate and vented the attic space above the second floor ceiling

Roofs

Option 1 Concept:

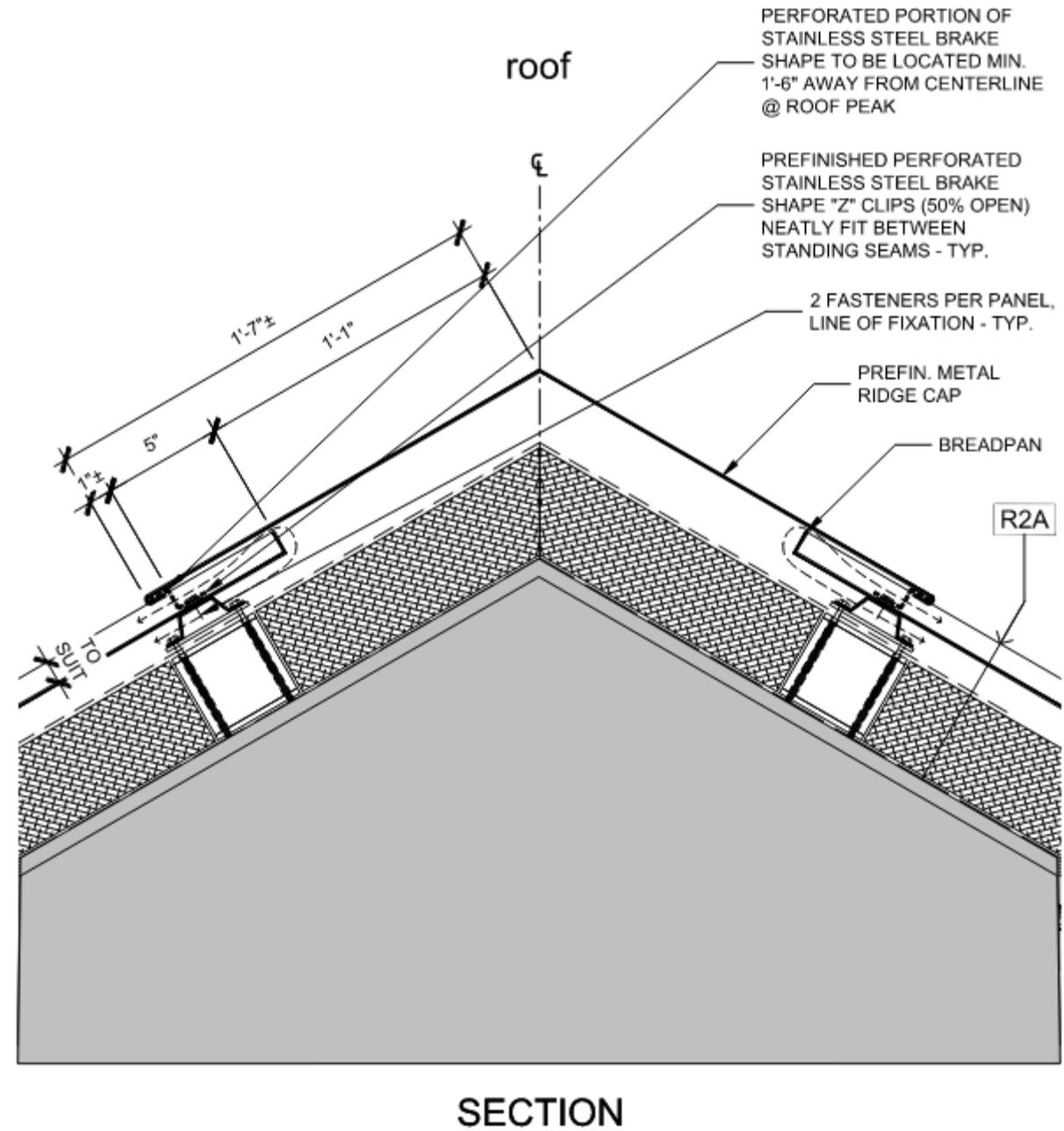
- Exterior insulated standing seam metal roof interface with a conventional low-slope roof assembly



Roofs

Option 1 Concept:

- Vented standing seam metal roof at peak (insulated standing seam roof shown)
- Similar approach for a vented attic with metal roofing



Roofs

Option 1: Exterior Insulated Roof	Option 2: Interior Insulated Roof
<p>Benefits</p> <ul style="list-style-type: none">→ Creates a potentially useable attic space (e.g. for storage)→ Removing existing roof allows for repair of deteriorated roof sheathing boards→ High performance roof assembly from the standpoint of thermal performance, control of air leakage, and reduced condensation risk	<p>Benefits</p> <ul style="list-style-type: none">→ Less invasive approach compared to new exterior insulated roof

Roofs

Option 1: Exterior Insulated Roof	Option 2: Interior Insulated Roof
<p>Drawbacks</p> <ul style="list-style-type: none">→ Requires full renewal existing roof assemblies (i.e. remove and dispose of existing metal roof)	<p>Drawbacks</p> <ul style="list-style-type: none">→ Usability of attic is limited→ Difficult to repair existing damage to roof sheathing boards→ Very high risk of condensation at the underside of the roof sheathing, even with ventilation best practices→ Need to introduce space heating within attic to keep temperature above the dew point, or accept there will be condensation within the attic→ Must introduce ventilation intake somewhere within the historic façade near the roof eave

At- and Below- Grade

Basement has preservative-treated wood framing and a slab on grade

- There is poor drainage/sloping at-grade around the building perimeter
- Adjacent landscape sloping needs to be addressed to limit exposure to wetting of at- and below- grade assemblies



At- and Below- Grade

- Need to consider flooding in basement when considering insulation strategy
- Consider installation of a waterproof membrane at exterior side of foundation walls



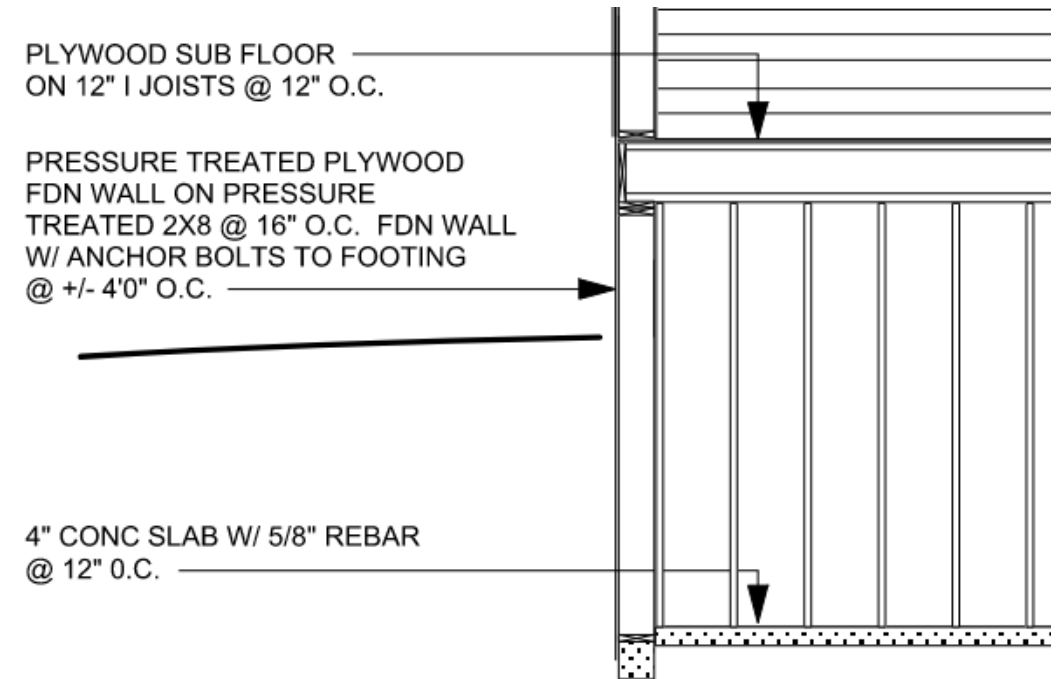
At- and Below- Grade



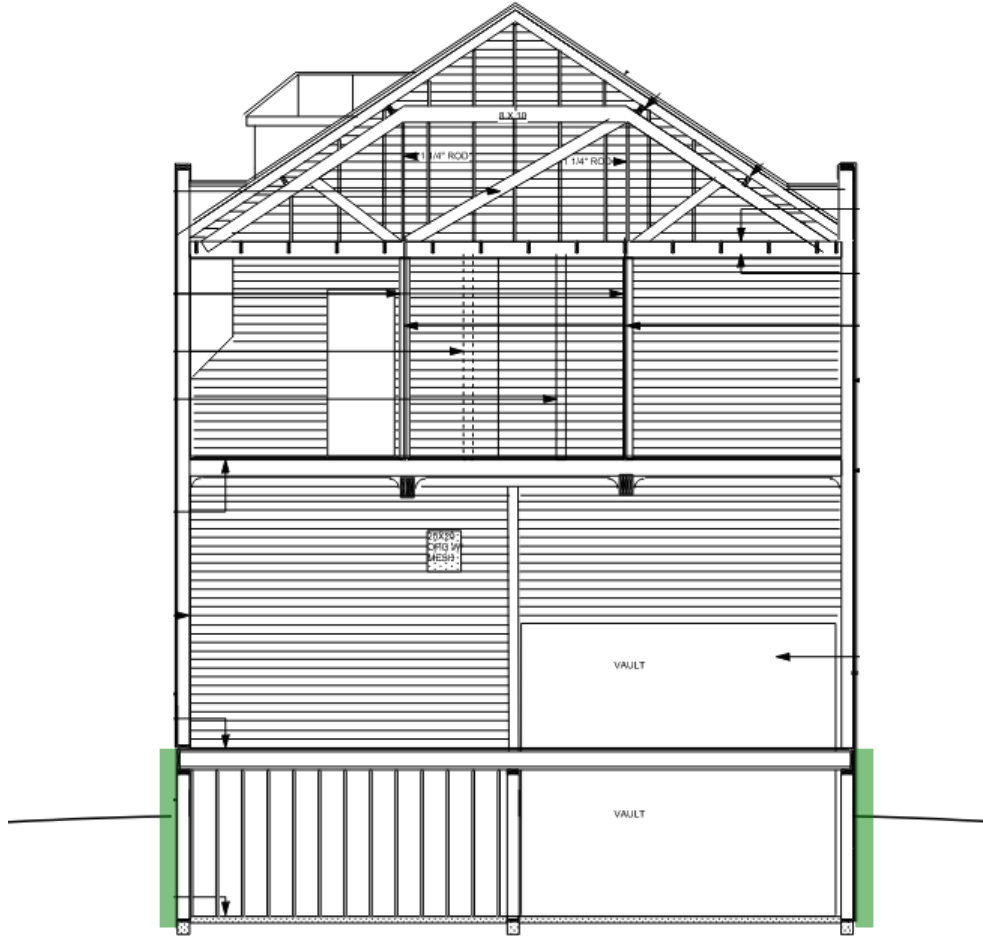
At- and Below- Grade

Two approaches to consider for At- and Below- Grade assemblies :

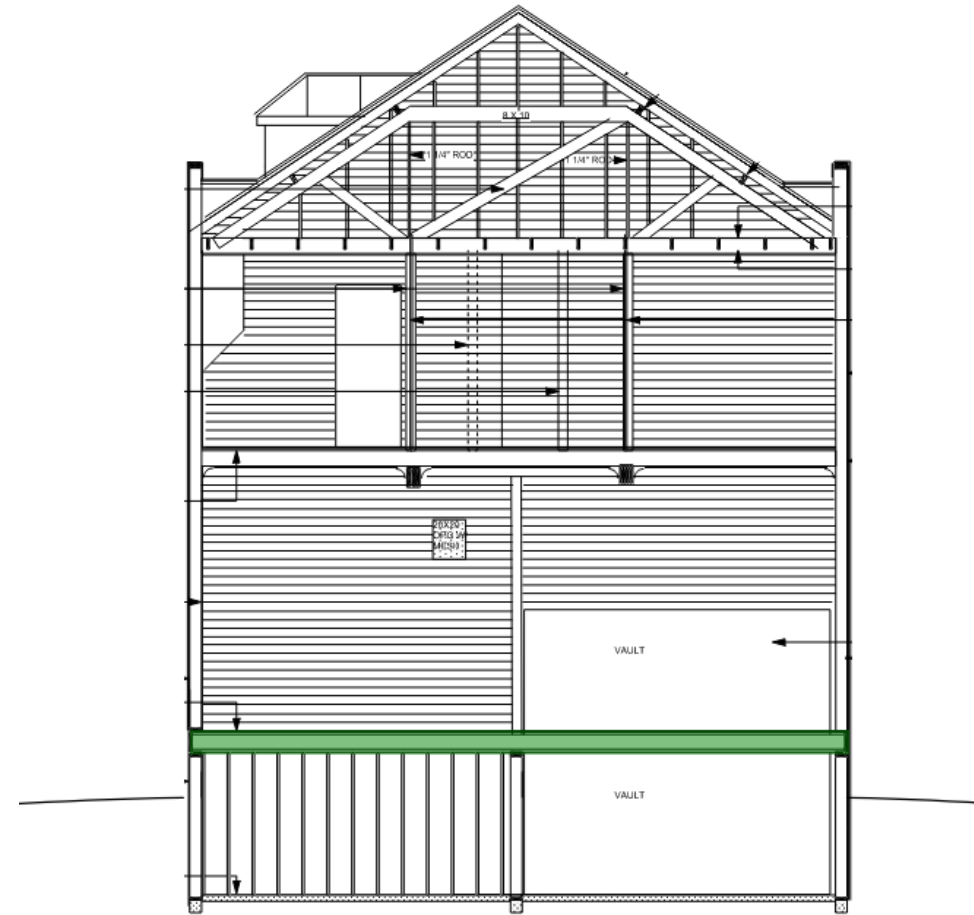
- 1) Exterior Insulated Below Grade Wall
- 2) Insulated Floor Assembly at Ground Floor



At- and Below- Grade



Exterior Insulated Below Grade Wall



Insulated Floor Assembly at Ground Floor

At- and Below- Grade

Option 1: Exterior Insulated Below Grade Wall

Benefits

- Creates a potentially useable basement space
- Work overlaps well with waterproof membrane installation at the exterior side of the below-grade walls

Option 2: Insulated Floor Assembly at Ground Floor

Benefits

- More opportunity to install insulation at ground floor plane

At- and Below- Grade

Option 1: Exterior Insulated Below Grade Wall

Drawbacks

- Currently unable to insulate under the slab-on-grade
- Need to install a visually compatible material (metal cladding) to conceal exterior insulation near the at-grade interface

Option 2: Insulated Floor Assembly at Ground Floor

Drawbacks

- Vault at ground floor/basement interferes with insulation at floor structure
- Limited usability of basement

Summary of Design Concepts

Walls

- Option 1: Interior Insulation (vented), Vapour Barrier and Air Barrier
- Option 2: Split Insulation with Exterior Air Barrier

Windows

- Option 1: Double Sash Approach
- Option 2: High Performance Window with Heritage Aesthetic

Roofs

- Option 1: Exterior Insulated Roof
- Option 2: Interior Insulated Roof

At- and Below- Grade

- Option 1: Exterior Insulated Below Grade Wall
- Option 2: Insulated Floor Assembly at Ground Floor

RDH Recommended Options

Walls

- Option 1: Interior Insulation (vented), Vapour Barrier and Air Barrier
- Option 2: Split Insulation with Exterior Air Barrier

Windows

- Option 1: Double Sash Approach
- Option 2: High Performance Window with Heritage Aesthetic

Roofs

- Option 1: Exterior Insulated Roof
- Option 2: Interior Insulated Roof

At- and Below- Grade

- Option 1: Exterior Insulated Below Grade Wall
- Option 2: Insulated Floor Assembly at Ground Floor

Next Steps

Complete Draft Report for Building Enclosure Review (this scope of services)

→ Summarize the findings of the on-site investigation, design concepts and recommendations

Design Development Phase (future scope of services)

→ Perform hygrothermal analysis of preferred design options/assemblies

→ Confirm balance of insulation and moisture control strategies for design options/assemblies

CANADIAN BANK OF COMMERCE NHS

Discussion + Questions

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EXTERIOR STABILIZATION AND RESTORATION
THE CANADIAN BANK OF COMMERCE
DAWSON CITY, YUKON

Seal

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ISSUE DATA

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BASEMENT AND GROUND FLOOR PLANS

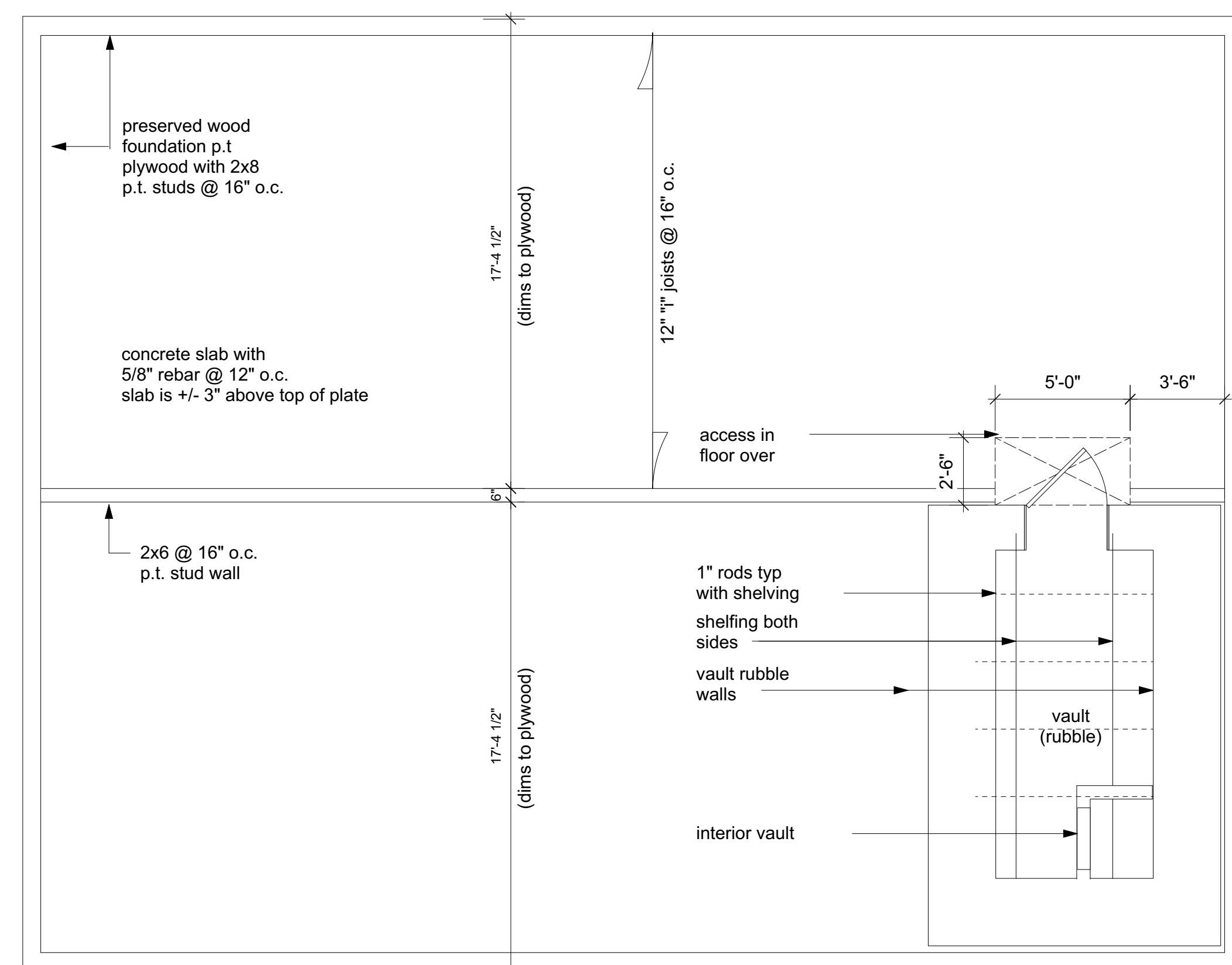
A-02

PLOT DATE
JUNE 29, 2021

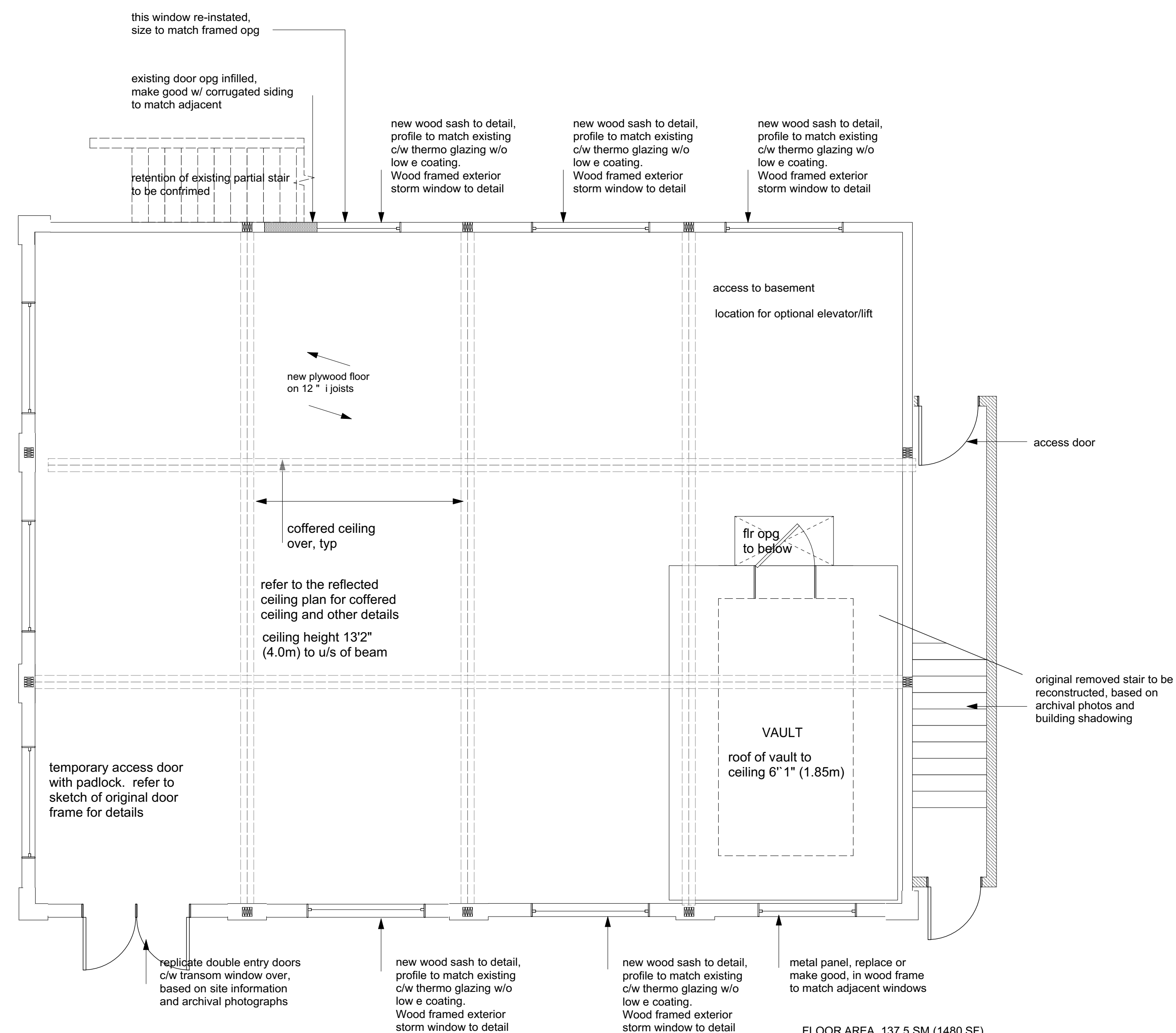
	DRAWN
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SCALE
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	JOB No.
	2030



BASEMENT FLOOR PLAN
Scale: 1:50

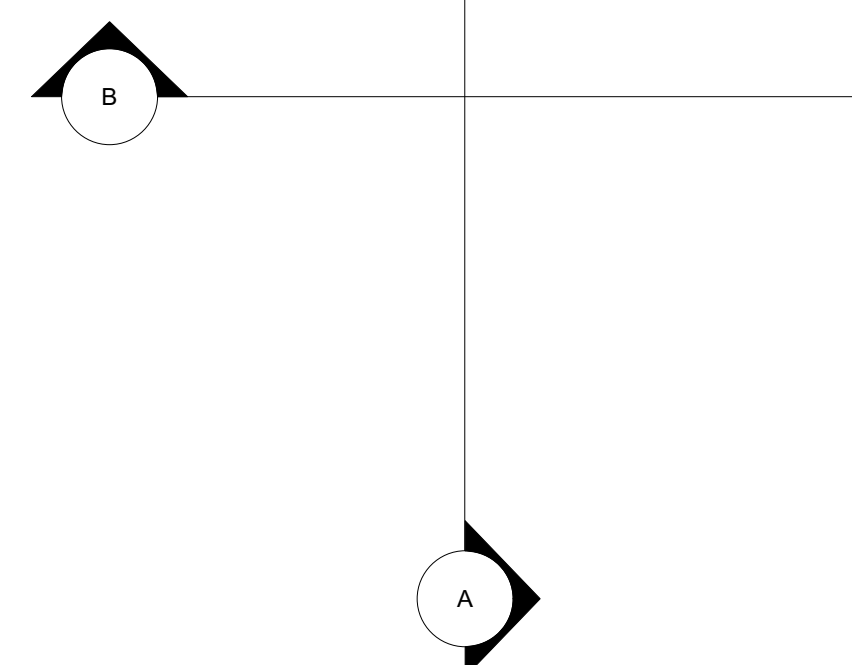


FLOOR AREA 137.5 SM (1480 SF)

GROUND FLOOR PLAN
Scale: 1:50

NOTE: INTERIOR FINISHES NIC

ALL WINDOWS REMOVED
COVERED WITH PLYWOOD
FRAMES DAMAGED OR MISSING



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UPPER FLOOR PLAN, AND ATTIC

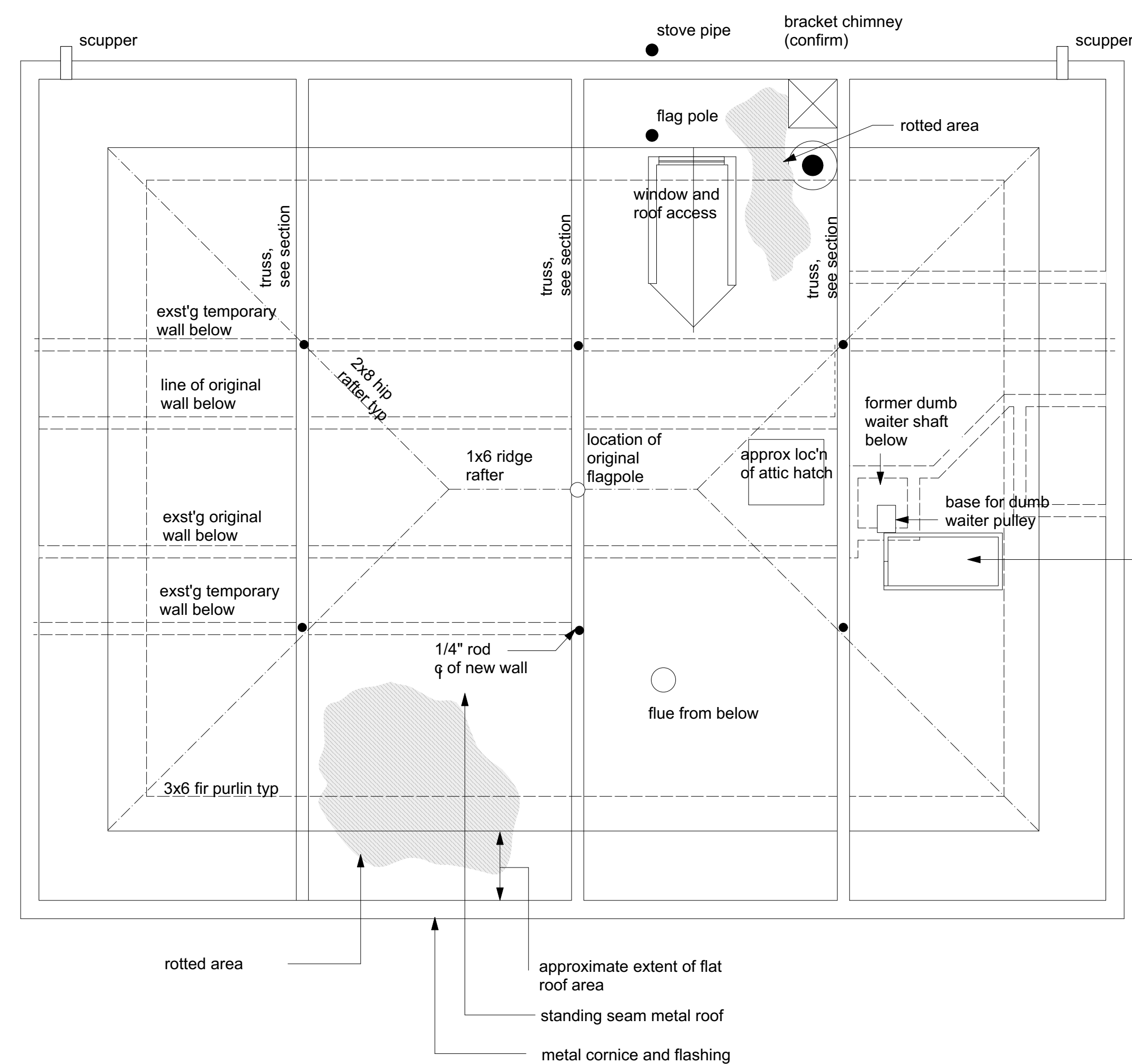
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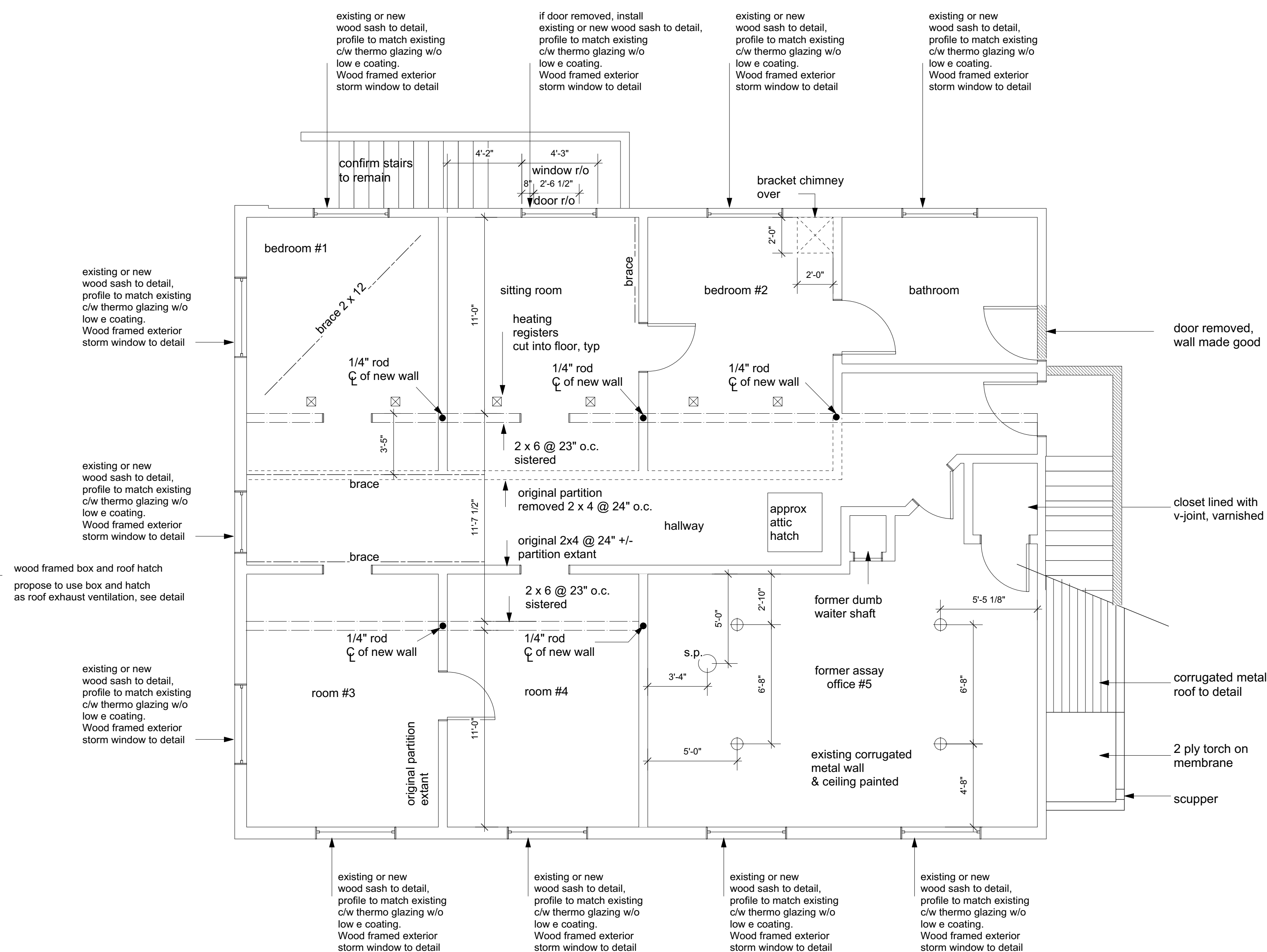
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SCALE
1: 50 UNC

	JOB No.
	2030



ATTIC PLAN
Scale: 1:50



UPPER FLOOR PLAN
Scale: 1:50

LEGEND

- NEW 2 X 6 WALL @ 16" O.C.
- LOCATION OF ORIGINAL
LIGHT FIXTURES
- CEDAR DOORS, VARNISHED C/W
ORIGINAL HARDWARE

NOTE: ROOM DESIGNATIONS FROM THE 1942 DRAWINGS

WINDOWS REMOVED AND STORED ON SITE
ALL FRAMES INTACT, SOME GLASS BROKEN



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ISSUE DATA

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EAST AND WEST ELEVATIONS

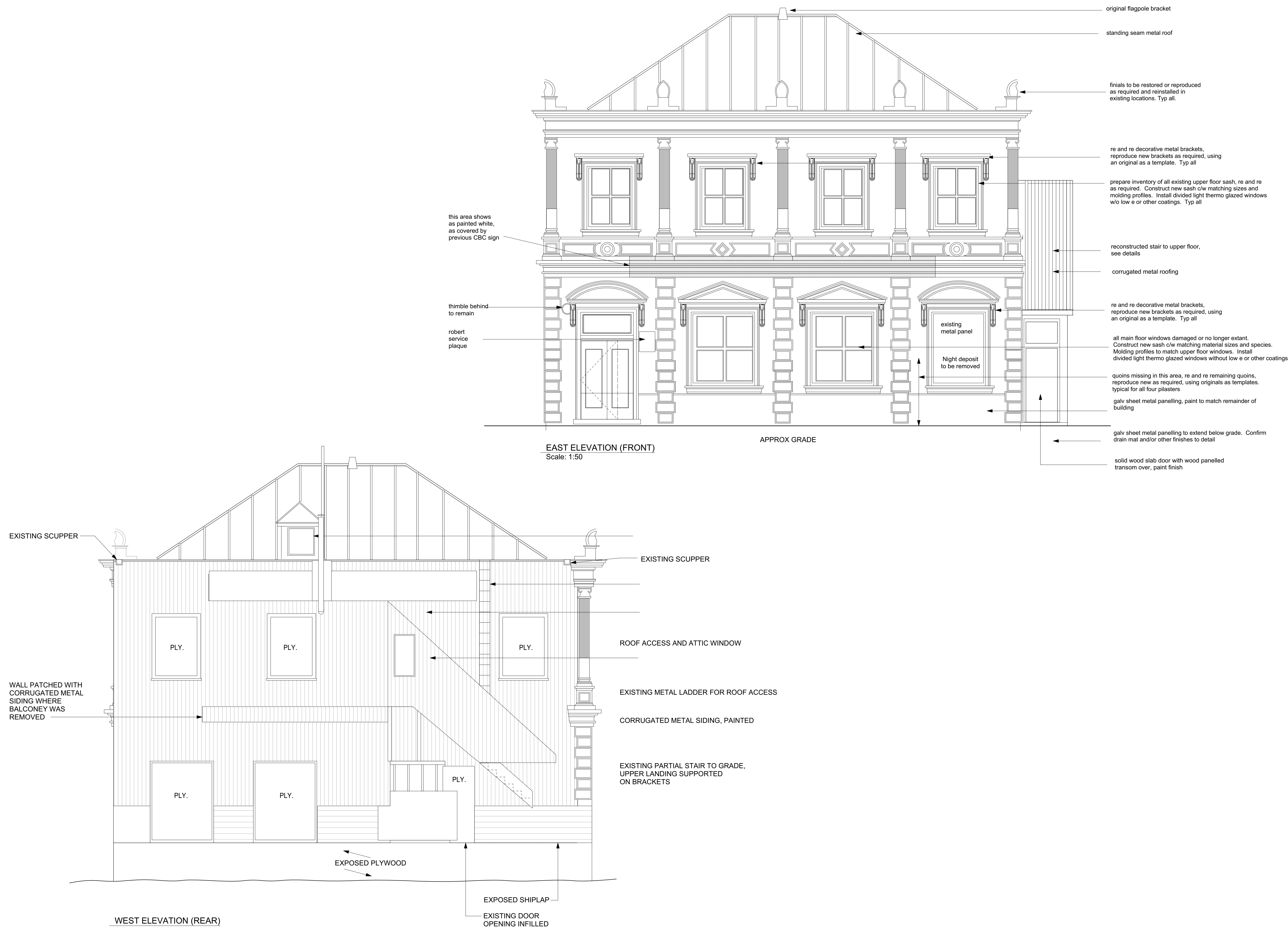
A-04

PLOT DATE
JUNE 29, 2021

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ISSUE DATA

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NORTH AND SOUTH
ELEVATIONS

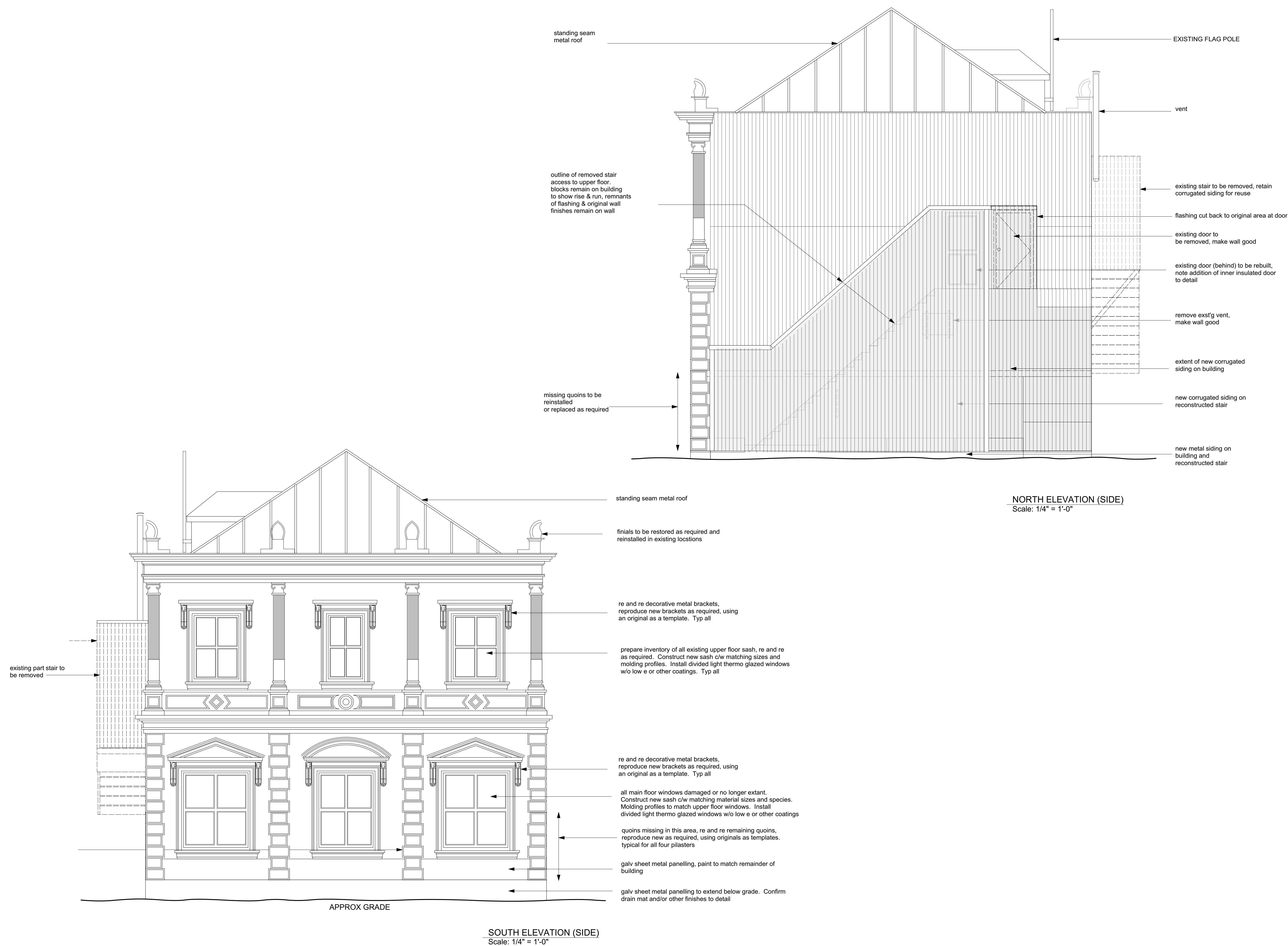
A-05

PLOT DATE
JUNE 29, 2021

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SCALE
1: 50 UNC

JOB No.
2030





nsquared architecture ltd.

2nd Floor - 1124 Fort Street, Victoria, BC, V8V 3K8
p 250.382.3823 e nsquared@nsqa.ca

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ISSUE DATA

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SECTION AND DETAILS

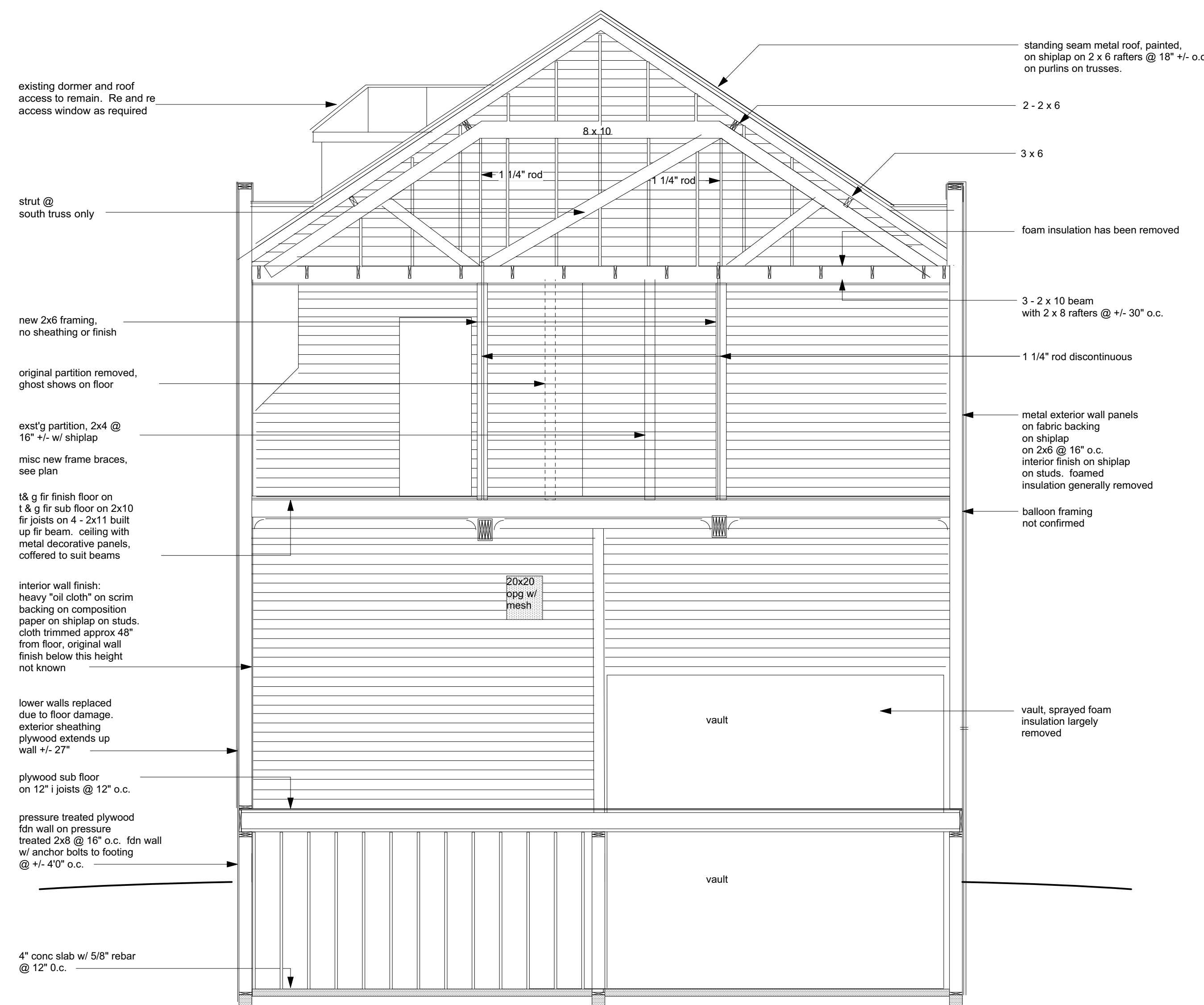
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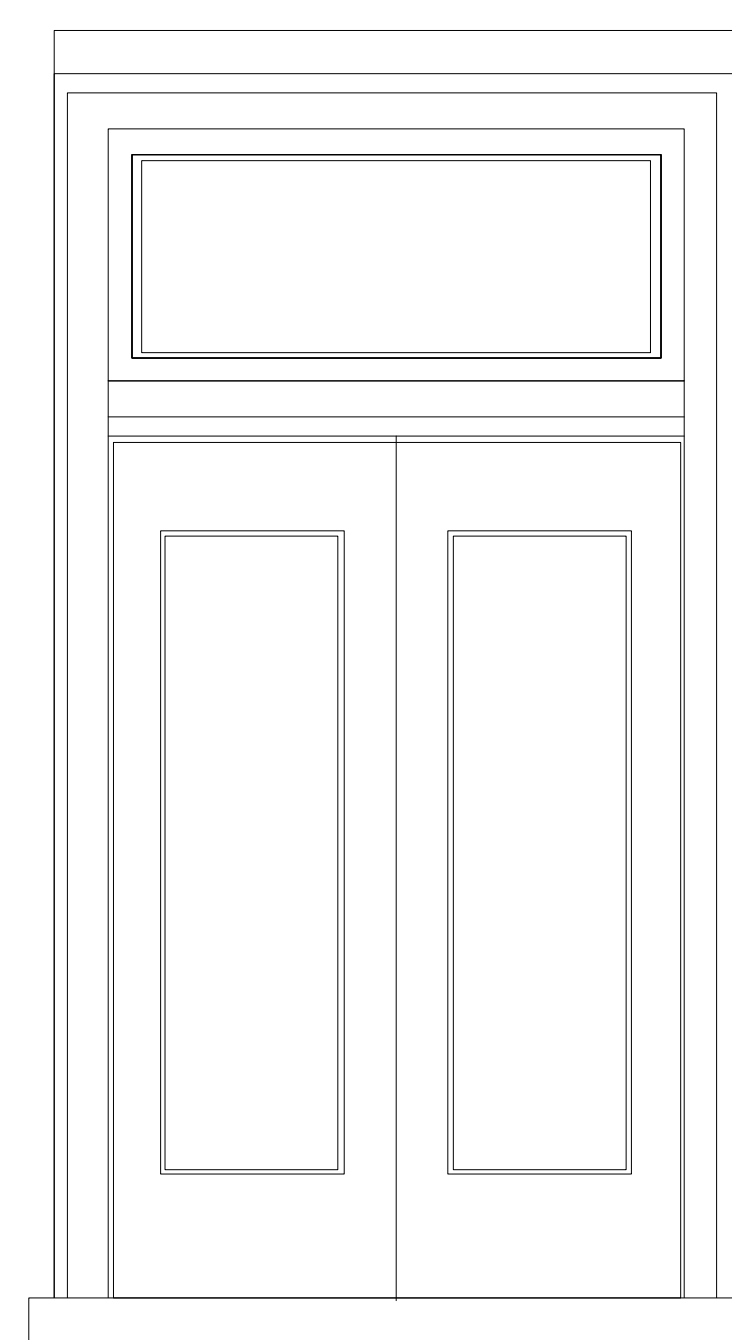
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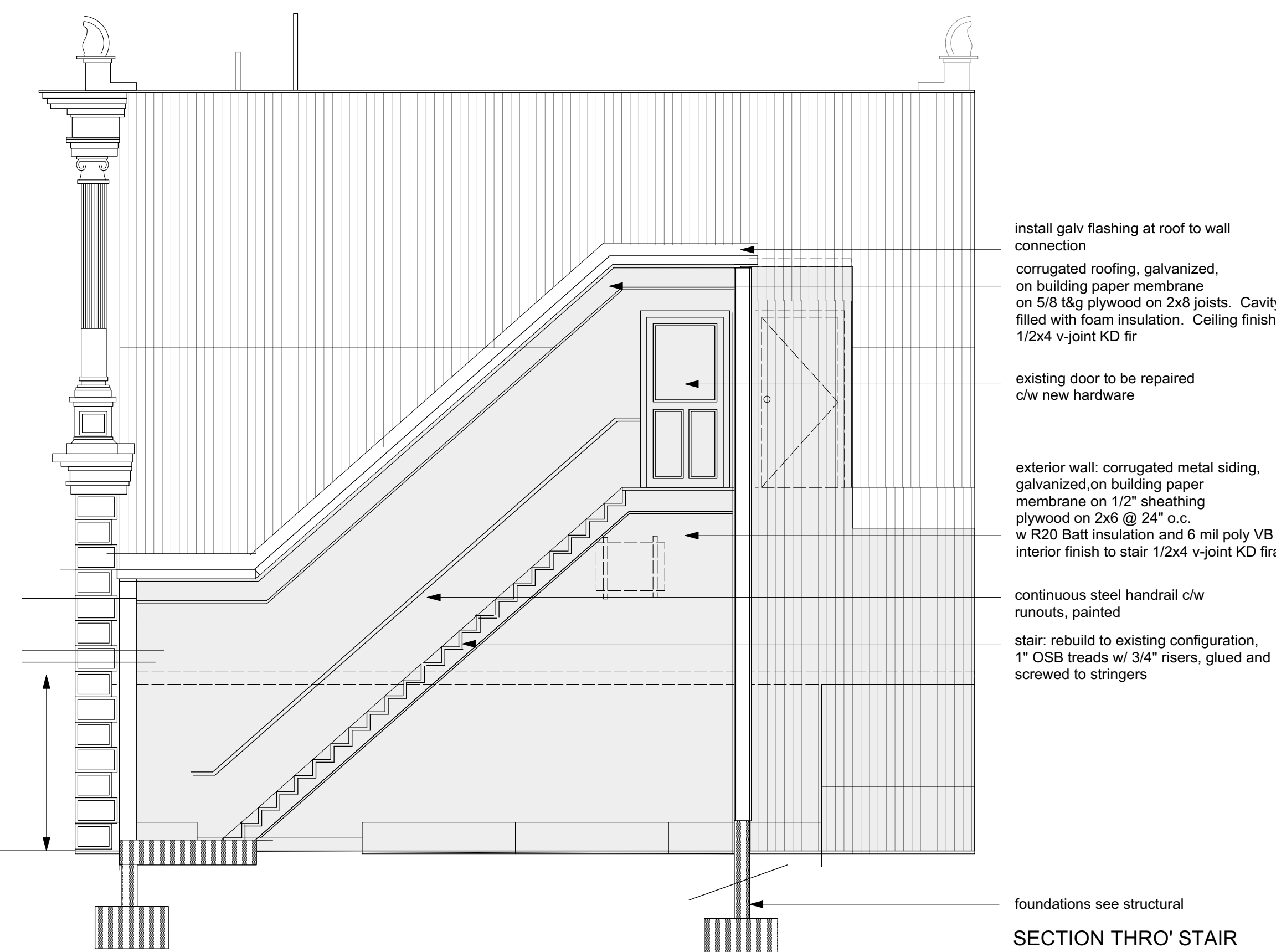


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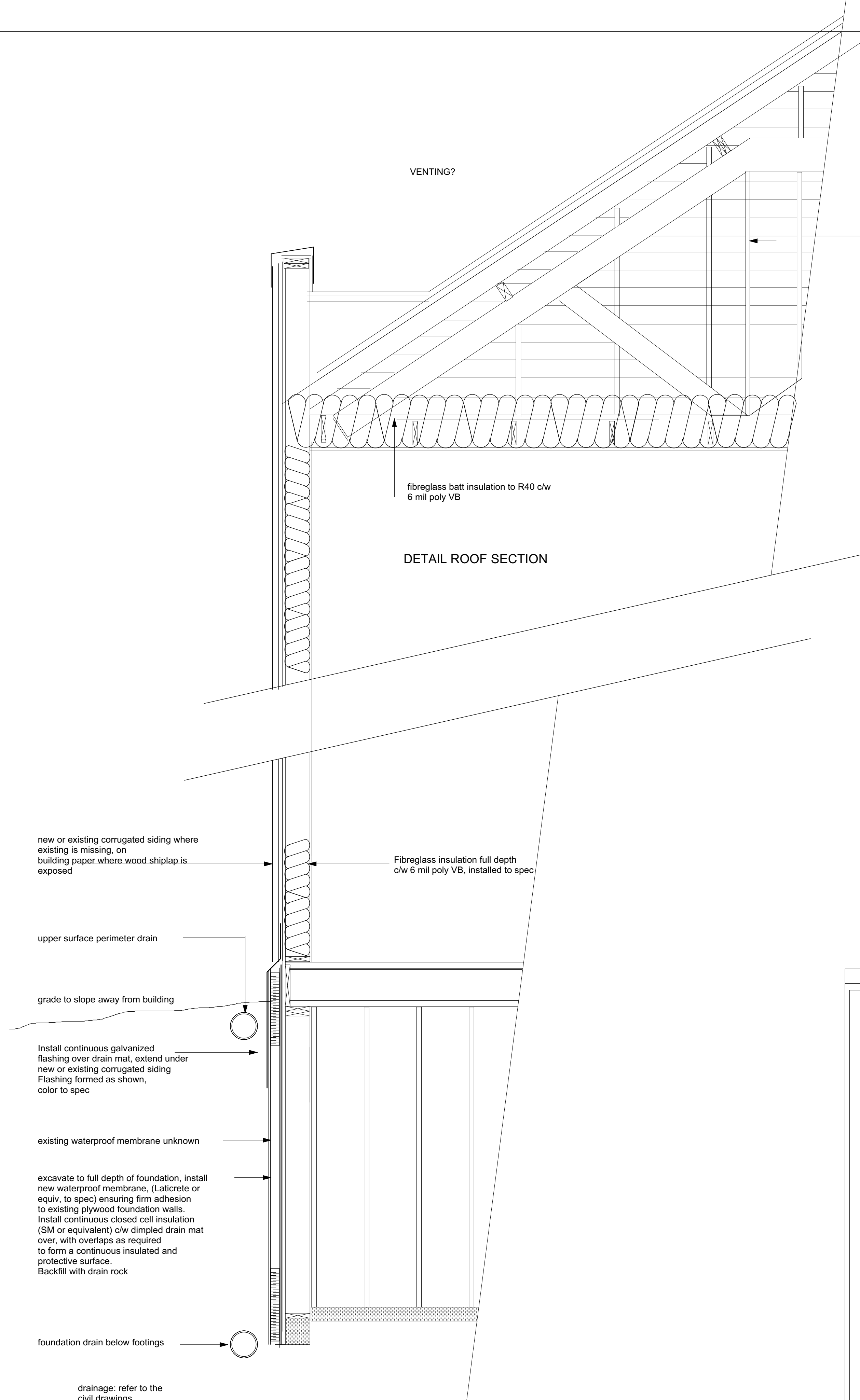


NEW FRONT ENTRY DOORS

scale 1:20





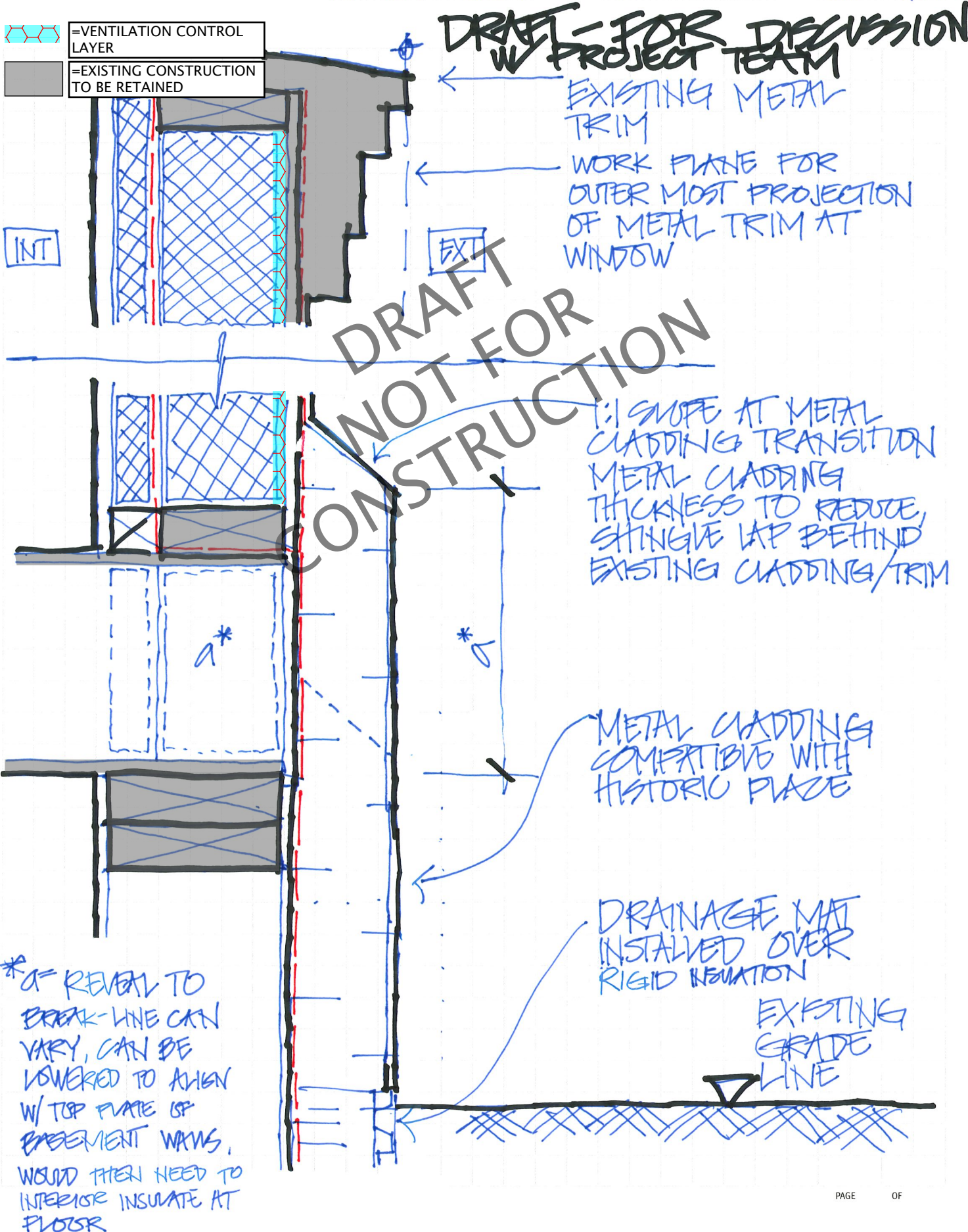
SECTION THRO' STAIR



DETAIL WALL SECTION

scale 1:20

 = VENTILATION CONTROL LAYER
 = EXISTING CONSTRUCTION TO BE RETAINED



PDA

From: Project Manager
Sent: August 5, 2021 10:03 AM
To: PDA
Subject: Heritage approval for exterior designs for CBC
Attachments: rear elevn.pdf; wall section.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hey Stephani,

I've received some design plans for the CBC bank exterior walls, roof, and gutters.

I'd like to forward those plans to the heritage folks so they can look at it. The architect also added a blurb about why they designed it the way they did. I've copy-pasted his email below here.

I've been sifting through Brodie's previous emails but haven't been able to find our heritage contact for the CBC bank. Do you know who should receive this information?

I've attached the design plans as well.

Thanks!
Owen

From John at nsqa:

"Two recommendations are being made which will have the effect of altering the exterior of the building, as follows:

1. modify existing scuppers located at the rear of the building to connect to rainwater leaders, which will lead to grade and then away from the building.
2. install a continuous plane of exterior rigid insulation extending from the footings to the main floor.

Rationale: the building has suffered from a substantial ingress of water, particularly during the spring run off. This results in large amounts of water collecting in the basement, with resulting moisture and humidity damage throughout the building. This would more or less preclude any permanent use and occupancy unless resolved.

Remediation includes a variety of responses: new perimeter drains to a sump, insulation and recladding of the basement walls, and regrading of the site. Regarding #1, it is important to collect the water draining from the roof and diverting it away from the building. The new RWL, located at the rear of the building, result in a minor change to the appearance of the building, and can readily be justified on the large reduction of water draining into the structure and the reduction of life cycle repairs.

Item #2 is more complex, and results from the requirement to condition the interior of the building so that it will be dry and mold free, and acceptable for occupation. As part of this, insulation and an acceptable vapour barrier should be installed as a continuous skin to the exterior face of the basement walls. As the exterior cladding has already been removed to the level of the first-floor framing, an acceptable transition can be made at the main floor level from exterior to interior insulation

In my view, neither of these conflict with the intent of the Standards and Guidelines for the Conservation of Historic Places. The historic fabric has already been substantially altered where the proposed work is to take place, the proposed alterations have a minor visual impact, and they will substantially improve the ability to retain the historic

fabric of the remainder of the structure, with longer life cycle and repair intervals. They will also permit the building to be comfortably occupied on either a seasonal or year-round basis.”

19-110

Youth Centre compliance

Background:

Public concern has been raised re. the non-compliant heritage status of the Youth Centre.



GENERAL NOTES:

- The contractor will inspect the contract drawings and specifications and bring any discrepancies or omissions to the architect's or owner's attention.
- The general notes and/or drawings are supplied to illustrate the design intent and the general type of construction desired and are intended to imply the finest quality of construction material and workmanship throughout. The contractor, upon acceptance of the documents, assumes full responsibility for the construction, material and workmanship of the work described in these documents, notes and drawings and will be expected to comply with the spirit as well as the letter in which they are written.
- The contractor shall notify the architect or owner of any errors or omissions in the drawings or any discrepancies between the drawings and field conditions before commencing any work and request further clarifications.
- The contractor shall carry out all detail work required for completion of the work even if such a detail is not included in the drawings. The contractor may request additional details from the owner through a request for information.
- The owner is responsible for obtaining and paying for the building permit.
- All work shall conform to the latest version of the National Building Code of Canada (2015) and building by-laws, as well as codes regulation, etc applicable to the work and the rules and regulations of the authorities having jurisdiction over the work. The work shall not commence until plans have been accepted by all departments and agencies having jurisdiction.
- The contractor shall examine all areas of construction after completion of the work by all trades, including mechanical & electrical installation, flooring, carpet, etc. and provide necessary "touch-up" patching.
- It is the contractors responsibility to ensure the viability and performance of all materials, assemblies, equipment or system for the usage for which they are intended, and he shall advise the owner's of any discrepancies or contradictions with respect to the drawings and specifications.
- The contractor shall take all the necessary precautions to ensure the structural integrity of all structures at all times during the work.
- The contractor shall review framing structural elements and identify any major concerns, including excessive deflection.
- Provide a waste management plan for the collection, transportation, and disposal of the waste generated at the construction site. The purpose of the plan is to reduce the amount of material being land-filled. Store material to be used, recycled, or salvaged in locations as directed by the owner.

DRAWING LIST	
NUMBER	NAME
A1.0	SITE PLAN
A1.1	FLOOR PLAN
A1.2	ROOF PLAN
A1.3	REFLECTED CEILING PLAN
A2.0	BUILDING ELEVATIONS
A4 0	WALL SECTIONS
A5 0	WINDOW & DOOR SCHEDULE
A6.2	INTERIOR ELEVATIONS

SYMBOL LEGEND:

1

A3.1

1

A3.1

1

A3.1

2ND LEVEL

14' - 0"

ROOM

201

8' - 0"

W1

6

A

SECTION TAG

1 = SECTION NUMBER
A3.1 = PAGE LOCATION

ELEVATION TAG

3 = ELEVATION NUMBER
A3.0 = PAGE LOCATION

DETAIL TAG

1 = DETAIL NUMBER
A3.2 = PAGE LOCATION

ELEVATION MARKER

ROOM NAME & NUMBER

CEILING HEIGHT ELEVATION

BUILDING ASSEMBLY TYPE

WINDOW TYPE

FLOOR ASSEMBLIES

INTERIOR

EXTERIOR

F1

FLOOR (OVER UNHEATED CRAWLSPACE)

FINISH FLOORING
FLOORING UNDERLAY
3/4" T&G PLYWOOD FLOOR SHEATHING, AS PER STRUCTURAL
CAULK ALL PLYWOOD JOINTS (VAPOUR BARRIER)
2X10 WOOD JOISTS, AS PER STRUCTURAL
FILL CAVITY WITH MINERAL WOOL INSULATION TO R40
3/8" PWF PLYWOOD FASTENED TO JOISTS
TYVEK (M.B. & A.B.), TAPED
1X4 STRAPPING
9/16" PLYWOOD PROTECTION BOARD, VENTED AT SEAMS

EXTERIOR DECK

F2

RADIUS EDGE WOOD DECKING
2X10 PT FRAMING (AS PER STRUCTURAL)

ROOF ASSEMBLIES

EXTERIOR

INTERIOR

R1

6:12 SLOPE ROOF - 45 MIN FRR
CORRUGATED SHEET METAL ROOFING ON
ICE & WATER SHIELD MEMBRANE
5/8" T&G PLYWOOD ROOF SHEATHING (AS PER STRUCTURAL)
24" MIN ROOF TRUSSES (AS PER STRUCTURAL)
2 LAYERS ROXUL COMFORTBATT INSULATION TO R64
MAINTAIN MIN 3" GAP FOR VENTING
10 MIL POLY VAPOUR BARRIER, TAPED, SEALED
1X4 STRAPPING
TYPE X 5/8" GWB, TAPED, PAINTED

6:12 SLOPE ROOF - CANOPY

R2

CORRUGATED SHEET METAL ROOFING ON
ICE & WATER SHIELD MEMBRANE
5/8" T&G PLYWOOD ROOF SHEATHING (AS PER STRUCTURAL)
2X10 RAFTERS (AS PER STRUCTURAL)
INSECT SCREEN
WOOD SOFFIT, VENTED

WALL ASSEMBLIES

EXTERIOR WALL - 45 MIN FRR

EW1

SIDING, AS PER ELEVATIONS
1X4 VERTICAL WOOD STRAPPING
4" ROXUL COMFORTBOARD IS INSULATION TO R16
TYVEK (M.B. & A.B.), TAPED
1/2" PLYWOOD SHEATHING (AS PER STRUCTURAL)
2X6 WOOD STUD FRAMING
FILL CAVITY WITH ROXUL COMFORTBATT INSULATION TO R24
6 MIL POLY (V.B.), TAPED AND SEALED
2X3 HORIZONTAL WOOD STRAPPING
FILL CAVITY WITH ROXUL COMFORTBATT INSULATION TO R8
TYPE X 5/8" GWB, TAPED, PAINTED

EXTERIOR WALL - SKIRTING

EW2

SIDING, AS PER ELEVATIONS
1X4 VERTICAL WOOD STRAPPING
2X4 WOOD STUD FRAMING

INTERIOR PARTITION

W1

5/8" GWB, TAPED, PAINTED
2X6 WOOD STUD STUD FRAMING
FILL CAVITY WITH ACOUSTIC BATT INSULATION
5/8" GWB, TAPED, PAINTED

INTERIOR PARTITION - 45 MIN FRR

W1x

SAME AS W1.
USE TYPE X 5/8" GWB, TAPED, PAINTED BOTH SIDES

NO.	DATE	BY	REVISION
1	09.04.20	DP	REVISION 1
2	13.03.20	DP	REVISION 2
3	28.02.20	DP	REVISION 3
4	31.07.19	TENDER	
5	02.11.18	PRICING	
6	26.10.18	COORDINATION	
7	12.10.18	CLIENT REVIEW	

#:	Date:	Description:
1		

REVISIONS

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YOUTH CENTRE

936 Second Ave, Dawson

Tr'ondek Hwech'in Government

NORTHERN FRONTSTUDIO

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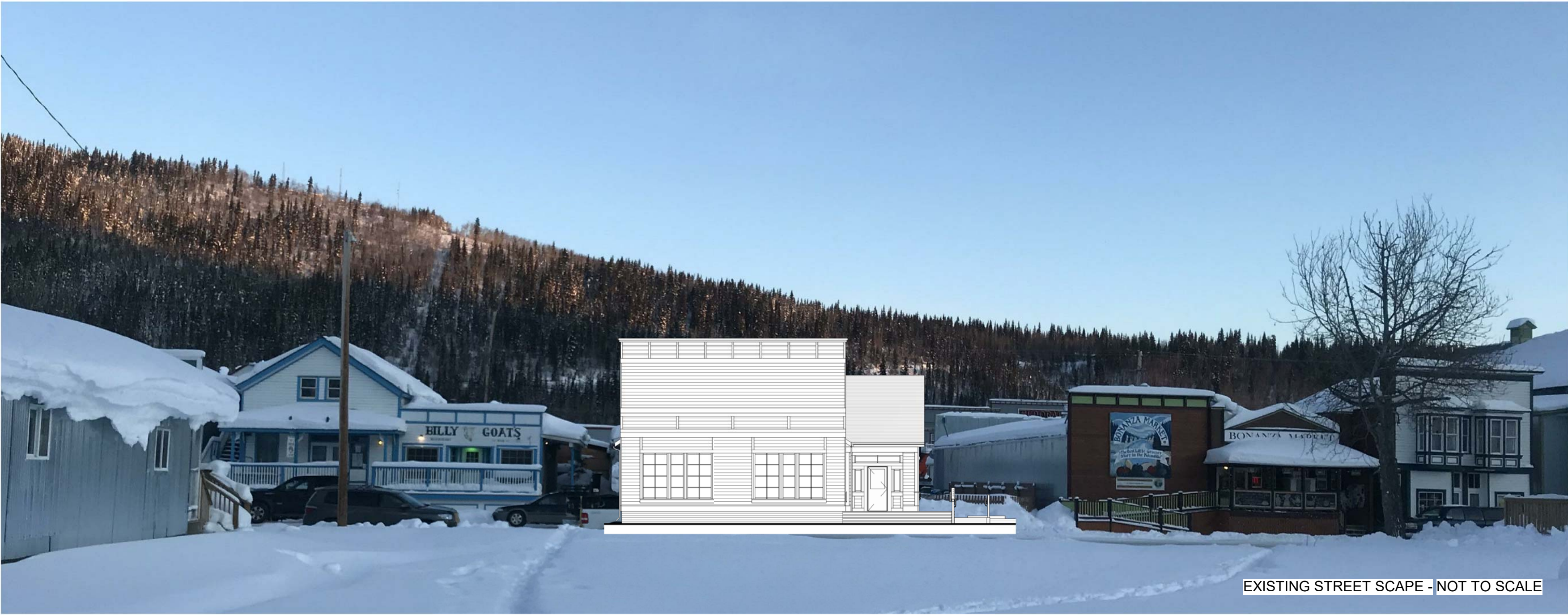
110-2237 2nd Avenue, Whitehorse Yukon Y1A 0K7
T:867-593-3048 www.northernfront.ca

SEAL:

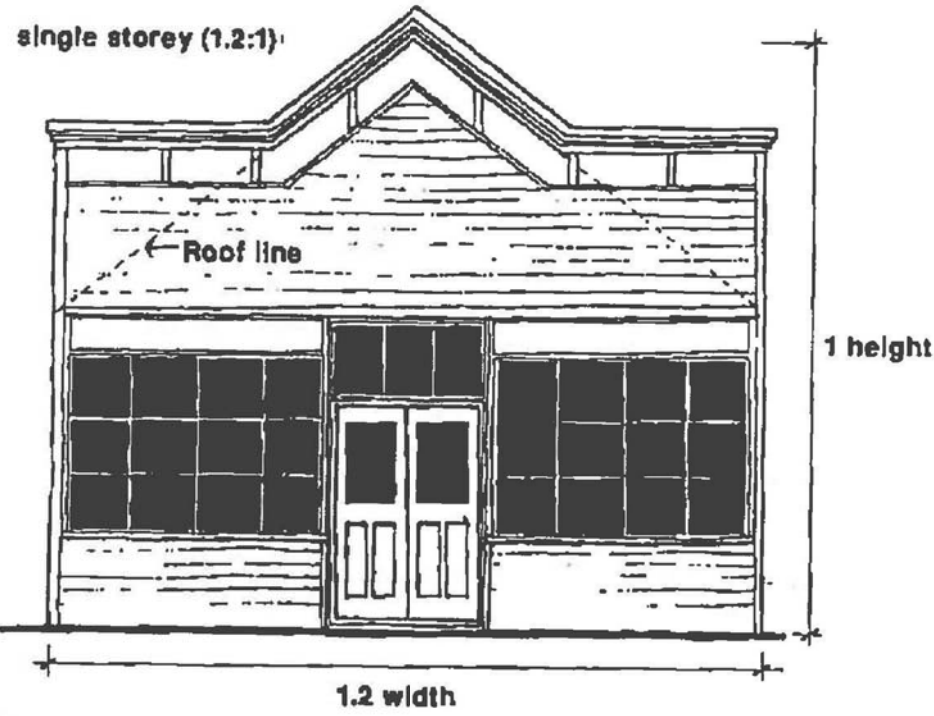
PHASE: CONSTRUCTION

DRAWING TITLE: COVER PAGE

DATE	SHEET NO.
APR 9 2020	A0.0
PROJECT NO. 2018.23	
DRAWN BY AR	
CHECKED BY MER	



A large type of single storey building was generally used for mercantile purposes. The gable end of the roof was sometimes partly showing, or the façade was built high enough to cover this feature. This type of building, although common, departs from the typical vertical emphasis and is generally wider than tall in a ratio of 1.2:1.



EXTERIOR FINISH LEGEND

- ① SIDING: 6" WOOD - COVE LAP SIDING
COLOUR: Autumn Red
- ①b SIDING: 6" WOOD -COVE LAP SIDING
COLOUR: Spruce - Pine - Fir Clear Stain
- ② SIDING: 4" WOOD - COVE LAP SIDING
COLOUR: Charcoal Grey
- ③ DECK" PT WOOD DECKING
COLOUR: Clear Stain
- ④ TRIM: WOOD TRIM, PAINTED
COLOUR: Charcoal Grey
- ⑤ TRIM: WOOD TRIM, STAIN
COLOUR: Spruce - Pine - Fir Clear Stain
- ⑥ TRIM: METAL FLASHING
COLOUR: Galvanized
- ⑦ ROOFING: CORRUGATED SHEET METAL
COLOUR: Galvanized
- ⑧ 4" DIA DOWNSPOUT / GUTTER
COLOUR: Galvanized
- ⑨ EXPOSED HEAVY TIMBER WOOD
COLOUR: Spruce - Pine - Fir Clear Stain
- ⑩ GUARD RAIL: DIMENSIONAL WOOD
COLOUR: Spruce - Pine - Fir Clear Stain

#	Date	Description
7	09.04.20	DP REVISION 3
6	13.03.20	DP REVISION 2
5	28.02.20	DP REVISION
4	31.07.19	TENDER
3	02.11.18	BRIDING
2	26.10.18	COORDINATION
1	12.10.18	CLIENT REVIEW

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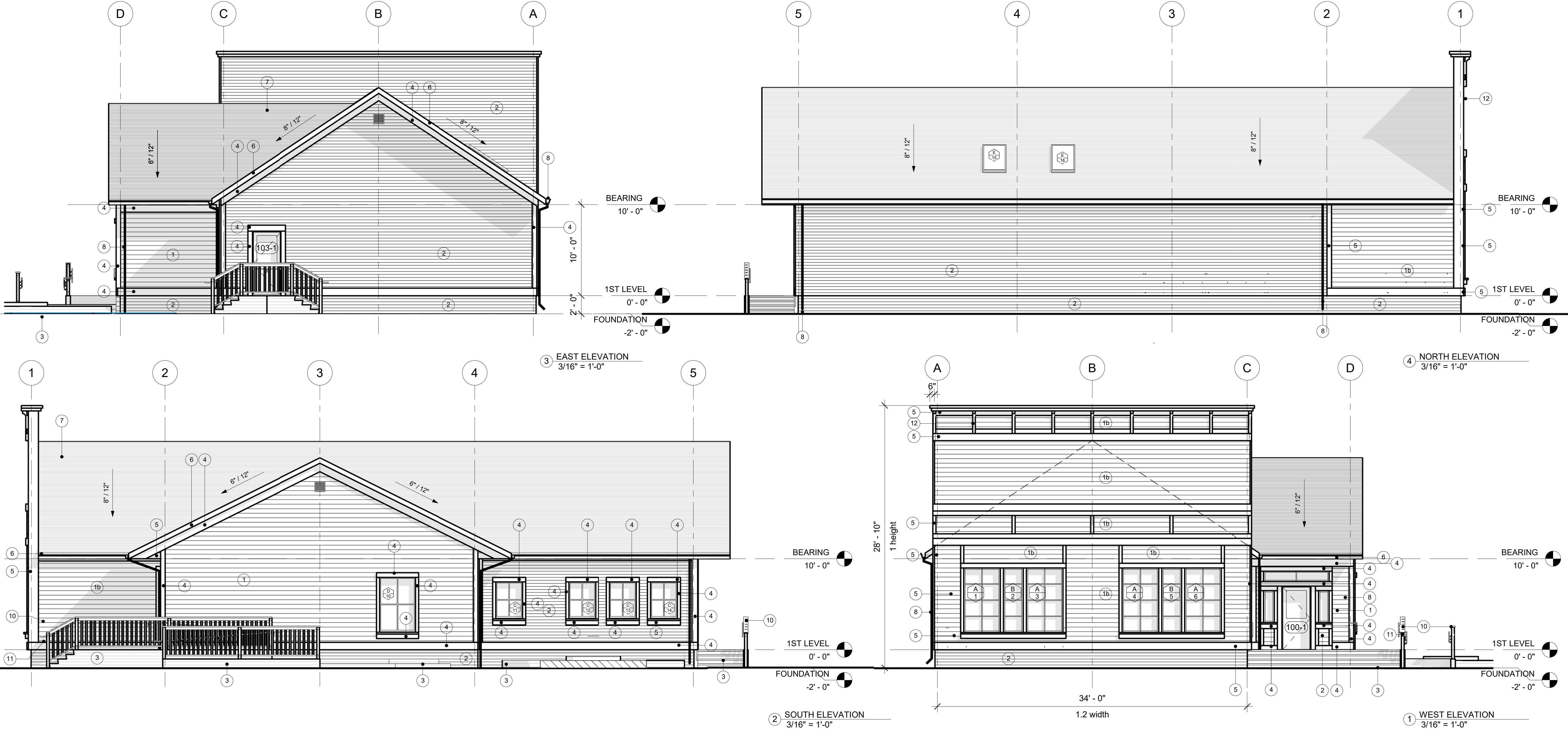
NORTHERN FRONTSTUDIO
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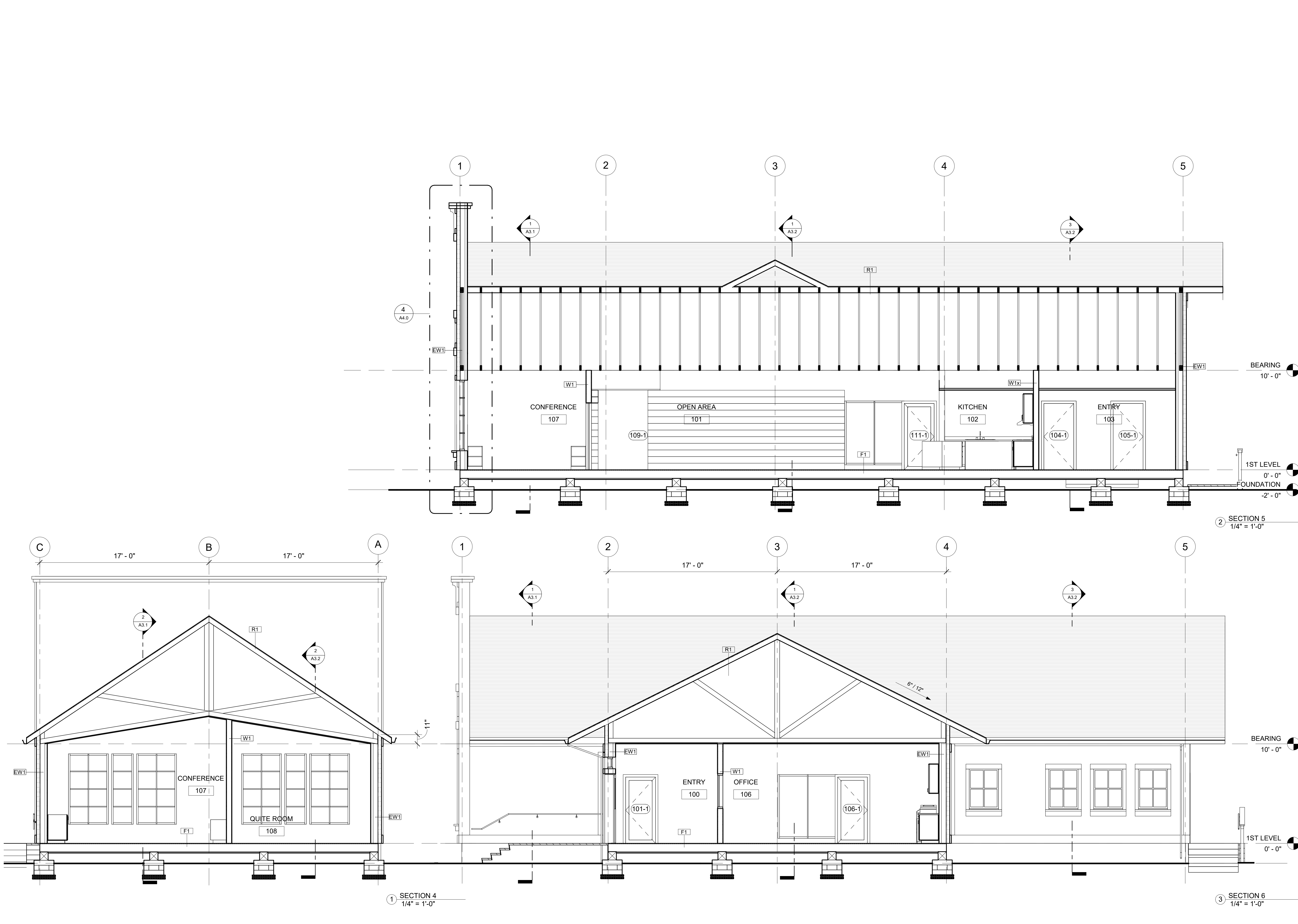
110-2237 2nd Avenue, Whitehorse Yukon Y1A 0K7
T:867-593-3048 www.northernfront.ca

SEAL:

PHASE: CONSTRUCTION
DRAWING TITLE: BUILDING ELEVATIONS

DATE APR 9, 2020	SHEET NO.
PROJECT NO 2018.23	A2.0
DRAWN AR	
CHECKED MER	





1	12.10.18	CLIENT REVIEW
2	26.10.18	COORDINATION
3	02.11.18	PRICING
4	31.07.19	TENDER
5	28.02.20	DP REVISION
6	13.03.20	DP REVISION

Date Description
REVISIONS

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SEAL:

PHASE: CONSTRUCTION

DRAWING TITLE: BUILDING SECTIONS

DATE: APR 9 2020
PROJECT NO: 2018.23
DRAWN: JK
CHECKED: MER

SHEET NO: A3.1

6	13.03.20	DP REVISION 2
5	28.02.20	DP REVISION
4	31.07.19	TENDER
3	02.11.18	PRICING
2	26.10.18	COORDINATION
1	12.10.18	CLIENT REVIEW

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936 S
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Research in context

Tr'om

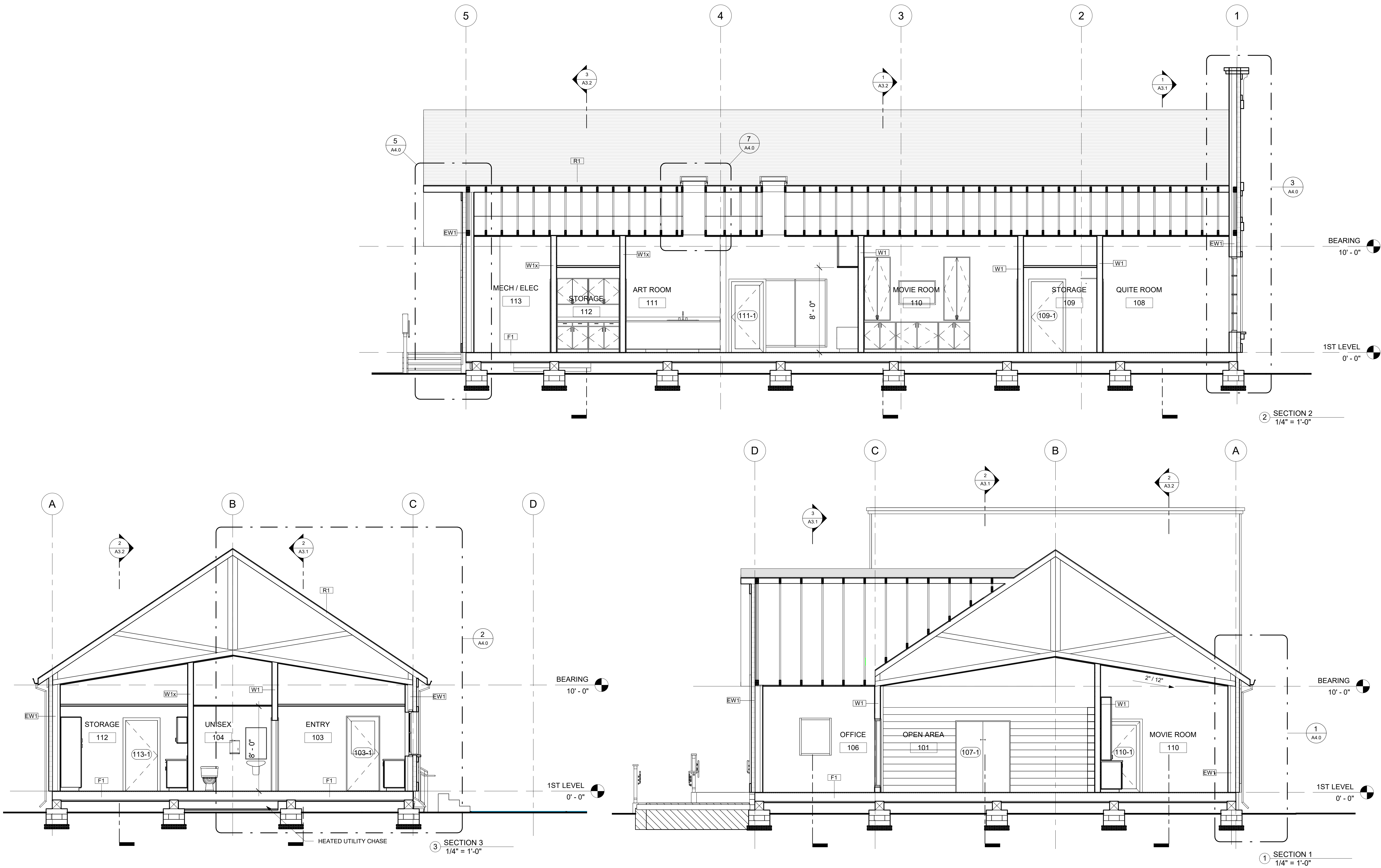
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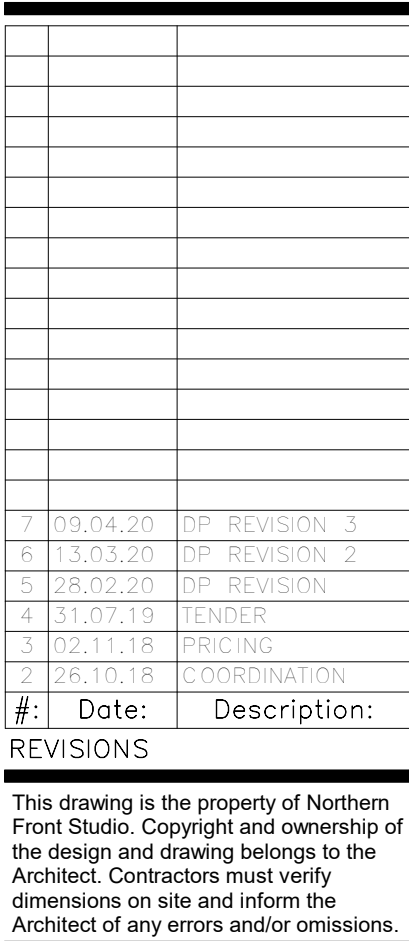
NO
-FR
TECTURE
2237 2nd A
T:867-

SEAL:

PHASE: CONSTRUCTION

DATE APR 9, 2020	SHEET NO.
PROJECT NO 2018 23	

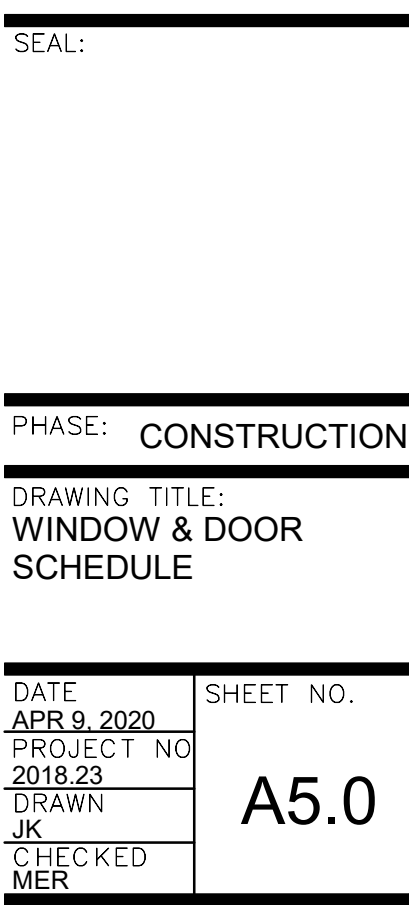




- YOUTH CENTRE
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DOOR HARDWARE GROUPS	
GROUP #1	<u>EXTERIOR</u> 3 Hinges Keyed Lever Set Deadbolt, with thumb turn Weather Stripping Threshold Door Stop
GROUP #2	<u>INTERIOR OFFICE</u> 3 Hinges Keyed Lever Storeroom Set Door Stop Smoke / Sound Seal
GROUP #3	<u>INTERIOR PRIVACY</u> 3 Hinges Lever Passage Set Deadbolt with "Occupied" Label Door Stop
GROUP #4	<u>INTERIOR SLIDING</u> Recessed Pull (per leaf) Sliding Door Tracks
GROUP #5	<u>INTERIOR SERVICE</u> 3 Hinges Keyed Lever Storeroom Set Closer Door Stop Smoke / Sound Seal







Committee Minutes

WEDNESDAY April 15th, 2020

17:00

Via Zoom

Meeting Type: Regular

Meeting: # HAC 20-06

Facilitators: Elizabeth Grenon (Acting CDO)

Attendees: Angharad Wenz, Megan Gamble, Eve Dewald, Patrik Pikálek, Rebecca Jansen (YG)

Regrets: Dylan Meyerhoffer.

Meeting Called to order at 5:17 PM.

Minutes

Agenda Item: Agenda Adoption

Resolution: #20-06-01

Presenter: Angharad Wenz

Second: Eve Dewald

THAT the Agenda for Heritage Advisory Committee Meeting HAC 20-06 has been adopted as presented.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Resolution: #20-06-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

- Ueli Kunzi & Jared Klok- Multi-Residential Build on lot beside Bunkhouse

Agenda Item: Delegations

Resolution: #20-06-03

Discussion:

- Roof pitch will be 12/12 but will do 10/12 if HAC requests it
- Back window is appropriate size for egress
- Will do 3-way tin, color of white to match the cove siding
- Added the requested windows to new drawings as well as show detail for the door
- Skirting will be tin
- Setbacks between buildings and rear lot line are compliant with the Zoning Bylaw
- Added a third parking space to accommodate the third building
- They won't be removing all the trees at the back of the lot so there will be some vegetation barrier between the rear of the lot and Front Street

Agenda Item: Revert to Heritage Advisory Committee

Resolution: #20-06-04

Presenter: Angharad Wenz

Second: Eve Dewald

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: None.

Agenda Item: Adoption of the Minutes**Resolution: #20-06-05****Presenter: Angharad Wenz****Second: Megan Gamble**

THAT the Minutes for HAC meeting 20-05 be amended and brought forward to the next meeting for approval.

Discussion:

- The delegates from the meeting were not included in the minutes
- There were issues with resolutions #20-05-07 and #20-05-08
- Angharad will re-write the resolutions and send them to Elizabeth to amend the minutes

Votes For: 4

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Business Arising from the Minutes**Resolution: #20-06-06****Presenter: Angharad Wenz****Second: Megan Gamble****Discussion:**

- None.

Agenda Item: Applications**Resolution: #20-06-07****Presenter: Angharad Wenz****Second: Megan Gamble**

THAT the Heritage Advisory Committee move to approve Development Permit Application #20-009.

Discussion:

- Roof pitch of 12/12 is fine since there are structures in the neighbourhood with the same pitch
- There's no issue with tin on three sides as there are no other residences in the neighbourhood with tin siding, so there will not be a concern about a high concentration of one type of siding in a neighbourhood
- No issues with the door detail, 3/4 glass
- Windows were changed to 4 pane-good
- Tin skirting-good
- Tree cover at the back of the property-good

Votes For: 4

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Applications**Resolution: #20-06-08****Presenter: Angharad Wenz****Second: Megan Gamble**

THAT the Heritage Advisory Committee move to approve Development Permits #109 & 110, TH Youth Centre, demolition and development of lot.

Discussion:

- Revised drawings show the façade height and width- good

Votes For: 4

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: New Business**Resolution: #20-06-09****Presenter: Angharad Wenz****Second: Megan Gamble**

THAT the Heritage Advisory Committee move to have a second Order sent to Chief Isaac requesting revised drawings be submitted for the Cassiar Building (Permit#15-058).

Discussion:

- The committee had not heard anything about the Cassiar Building and the Order that was supposed to be sent in November
- Another Order should be sent with a due date of May 15, 2020

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Unfinished Business

Resolution: #20-06-10

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Heritage Advisory Committee move to table Project Priorities for the 2020 Year: Sites for Designation for the time being. Future priorities and resulting discussions should include creating a Statement of Significance for the old CIBC building.

Discussion:

- The Committee will discuss this at the next meeting.

Votes For: 4

Votes Against: 0

Abstained:0

TABLED

Agenda Item: Unfinished Business

Resolution: #20-06-11

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Heritage Advisory Committee move to table Joint Council Meeting Date and Agenda Items to discuss at the next meeting.

Discussion:

- A Joint meeting was supposed to happen in March or early April but never did
- Elizabeth will find out when Mayor and Council would like to have the Joint Meeting

Votes For: 4

Votes Against: 0

Abstained:0

TABLED

Agenda Item: Unfinished Business

Resolution: #20-06-12

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Heritage Advisory Committee move to table Committee Member Change to discuss at the next meeting.

Discussion:

- Elizabeth said that she had been in contact with Dylan regarding his seat on the Committee. Dylan said he needed to find out what his work schedule was going to be for the summer before he made his decision.

Votes For: 4

Votes Against: 0

Abstained:0

TABLED

Agenda Item: Adjournment

Resolution: #20-06-13

Presenter: Angharad Wenz

Second: Megan Gamble

That Heritage Advisory Committee meeting HAC 20-06 be adjourned at 18:09 hours on the 15th of April, 2020.

Discussion: None.

Minutes accepted on: HAC 20-XX on XX

Committee Minutes

WEDNESDAY March 18th, 2020

17:30

Conference Room

Meeting Type: Regular

Meeting: # HAC 20-05

Facilitators: Kate Serre de St. Jean

Attendees: Angharad Wenz, Megan Gamble, Eve Dewald, Rebecca Jansen (YG)

Regrets: Patrik Pikálek, Dylan Meyerhoffer.

Meeting Called to order at 5:30 PM.

Minutes

Agenda Item: Agenda Adoption

Presenter: Angharad Wenz

Resolution: #20-05-01

Second: Megan Gamble

THAT the Agenda for Heritage Advisory Committee Meeting HAC 20-05 has been adopted as presented.

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Resolution: #20-05-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

- Rebekah Miller & Duncan Smith- Single Detached House
- Ueli Kunzi & Jared Klok- Bunkhouse Residential

Agenda Item: Delegations

Resolution: #20-05-03

Discussion:

- No delegations

Agenda Item: Revert to Heritage Advisory Committee

Presenter: Angharad Wenz

Resolution: #20-05-04

Second: Megan Gamble

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: None.

Agenda Item: Adoption of the Minutes
Resolution: #20-05-05

Presenter: Angharad Wenz
Second: Megan Gamble

THAT the Minutes for HAC meeting 20-02, and for informational purposes, 20-03 and 20-04 are accepted as amended.

Discussion:

- None

Votes For: 3

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Business Arising from the Minutes
Resolution: #20-05-06

Presenter: Angharad Wenz
Second: Megan Gamble

Discussion:

- None.

Agenda Item: Applications
Resolution: #20-05-07

Presenter: Angharad Wenz
Second: Megan Gamble

THAT the Heritage Advisory Committee move to approve Historic Resources Permit Application #20-008, subject to following conditions.

Discussion:

- the construction of said windows may be wood, vinyl, or aluminum as long as they retain a historic profile
- first floor windows should have a four-pane pattern, with exception to the smaller pantry window on the north side, which may retain the 6-pane pattern proposed by the applicant
- second floor windows may have a twelve-pane pattern as proposed by the applicant

The applicant should be informed that she will only be able to receive heritage funding (territorial or municipal) if the replacement windows are wood and retain a historic profile. Vinyl or aluminum windows, although acceptable with regards to the development permit, will not be eligible for such heritage funding.

Votes For: 3

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications
Resolution: #20-05-08

Presenter: Angharad Wenz
Second: Megan Gamble

THAT the Heritage Advisory Committee postpone any decision on Development Permits #109 & 110, TH Youth Centre, demolition and development of lot, until certain design details are clarified.

Discussion:

- the height and width ratio of the front façade should be 1:1.2
- the building should sit a maximum of 2" above grade, according to the HMP
- a widened horizontal band of moulding above the windows may help to break up the perceived height/mass of the front facade
- the Committee will require a resubmission of development drawings with annotated measurements for clarification

Votes For: 3

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Applications

Resolution: #20-05-09

Presenter: Angharad Wenz

Second: Megan Gamble

THAT Heritage Advisory Committee moves to approve Development Permit# 20-003.

Discussion: The Proponent satisfied the Committee with the necessary revisions. See HAC 20-04.

Votes For: 3

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Applications

Resolution: #20-05-10

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Heritage Advisory Committee moves to approve Development Permit #20-009.

Discussion: The Proponent and his Representative, Jared presented for two "Shotgun Houses".

Issues and Concerns:

- It is in a transitional area (Commercial to Residential) so the question of façade arose along with clarifying zones and lot placement.
- Window design – Stressed the traditional look of two over two panes
- Skirting – Revised drawings are to show skirting. It is expected to be the typical tin.
- Siding – Tin but a question arose about colour as Proponent is contemplating white.
- Door Design – Incomplete on drawings, revised to show detail concerning transom and panels.
- Roof pitch – To be confirmed

The Proponent will re-submit drawings, show examples of local residences for transitional purposes and clarity of lot placement will be found.

Although not a part of the HAC mandate, Kate did ask about the back egress window and its size for emergency exits as there is only one man door. Jared replied he would look into it as part of the Building Code requirements.

Votes For: 3

Votes Against: 0

Abstained:0
TABLED

Agenda Item: New Business

Resolution: #20-05-11

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Heritage Advisory Committee move to table the Joint Council Meeting, April 1st agenda items to discuss at the next meeting.

Discussion:

- The committee will pick another date for the Joint Council Meeting.

Votes For: 3

Votes Against: 0

Abstained:0
TABLED

Agenda Item: New Business

Resolution: #20-05-12

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Heritage Advisory Committee move to table Committee Member Change to discuss at the next meeting.

Discussion:

- The Committee will discuss this at the next meeting.

Votes For: 3

Votes Against: 0

Abstained:0

TABLED

Agenda Item: Adjournment

Resolution: #20-05-13

Presenter: Angharad Wenz

Seconded: Megan Gamble

That Heritage Advisory Committee meeting HAC 20-05 be adjourned at 18:55 hours on the 18th of March, 2020.

Discussion: None.

Minutes accepted on: HAC 20-XX on XX

21-086

Church rectory windows

Background:

Boarding church rectory windows to promote energy efficiency and to better match original look of the building. Windows can be seen from the streetscape.



THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

OFFICE USE ONLY

APPLICATION FEE:	
DATE PAID:	
RECEIPT #:	
PERMIT #:	

DEVELOPMENT PERMIT APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES, AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> New Build:
Single/Duplex
Residential | <input type="checkbox"/> New Build: Multi-
Residential & All
Other Use Classes | <input type="checkbox"/> Major Alteration | <input checked="" type="checkbox"/> Minor Alteration |
| <input type="checkbox"/> Change of Use | <input type="checkbox"/> Temporary (less
than 7 days) | <input type="checkbox"/> Temporary (more
than 7 days) | <input type="checkbox"/> Sign |

CIVIC ADDRESS: 466 King Street VALUE OF DEVELOPMENT: under \$10,000

LEGAL DESCRIPTION: LOT(S) 9 - 12 BLOCK S ESTATE Ladue PLAN#

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development.

We would like to permanently close off certain windows in the St. Mary's Catholic Church rectory (priest's residence adjacent to the church) which were not part of the original structure and were added later. The reasons are twofold: to recapture the original look of the building as well as to improve its energy efficiency. According to an energy assessment made in 2020, 73% of the heat loss in the building comes from the windows and air leakage.

APPLICANT INFORMATION

APPLICANT NAME(S): Michel Lefebvre on behalf of St. Mary's Catholic Church

MAILING ADDRESS: 5119 5th Avenue, Whitehorse, YT POSTAL CODE: Y1A 1L5

EMAIL: finance@whitehorsediocese.ca PHONE #: 867-668-3826

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

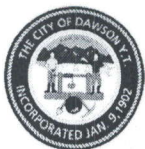
OWNER NAME(S): Bishop Hector Vila

MAILING ADDRESS: 5119 5th Avenue, Whitehorse, YT POSTAL CODE: Y1A 1L5

EMAIL: bishopvila@gmail.com PHONE #: 867-667-2052

DATES (TEMPORARY PERMITS ONLY)

START DATE: END DATE:



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PH: 867-993-7400 FAX: 867-993-7434
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OFFICE USE ONLY

PERMIT #:

SIGNAGE DIMENSIONS & DESCRIPTION (SIGN PERMITS ONLY)

HEIGHT OF SIGN: _____ WIDTH OF SIGN: _____

TOTAL SIGN AREA: _____ MATERIALS: _____

TYPE OF SIGN:

☐

FIXED

☐

FREE-
STANDING

☐

PROJECTING

☐

WALL
PAINTING

☐

BANNER

☐

SANDWICH
BOARD

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw #2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

07/28/2021

DATE SIGNED

07/28/2021

DATE SIGNED

Michel Lefebvre

SIGNATURE OF APPLICANT(S)

+ Huetonthis

SIGNATURE OF OWNER(S)

Rectory (Front)



No changes. It matches the original building

Rectory (side facing the church)



1 Replace these 4 windows with 1 double-window to match 2 as well as the 4 windows on the other side of the house.

Rectory (side facing the lawn & garden)



Keep first 3 windows to match original building. Remove 2 circled windows in the extension of the building.

Rectory (rear)



Remove both circled windows.

Rectory (rear)



Keep these windows, as they are not part of the main building, they are in the arctic entry area.

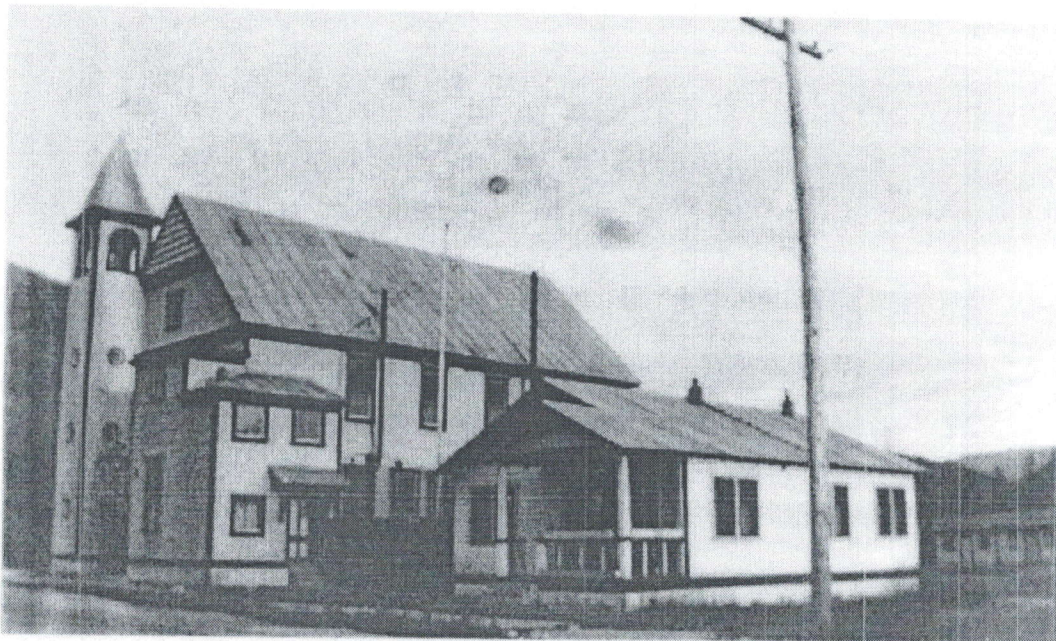


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St. Mary's Church, School and Rectory, c1925.

Accession Number: 1996.39.121-COM

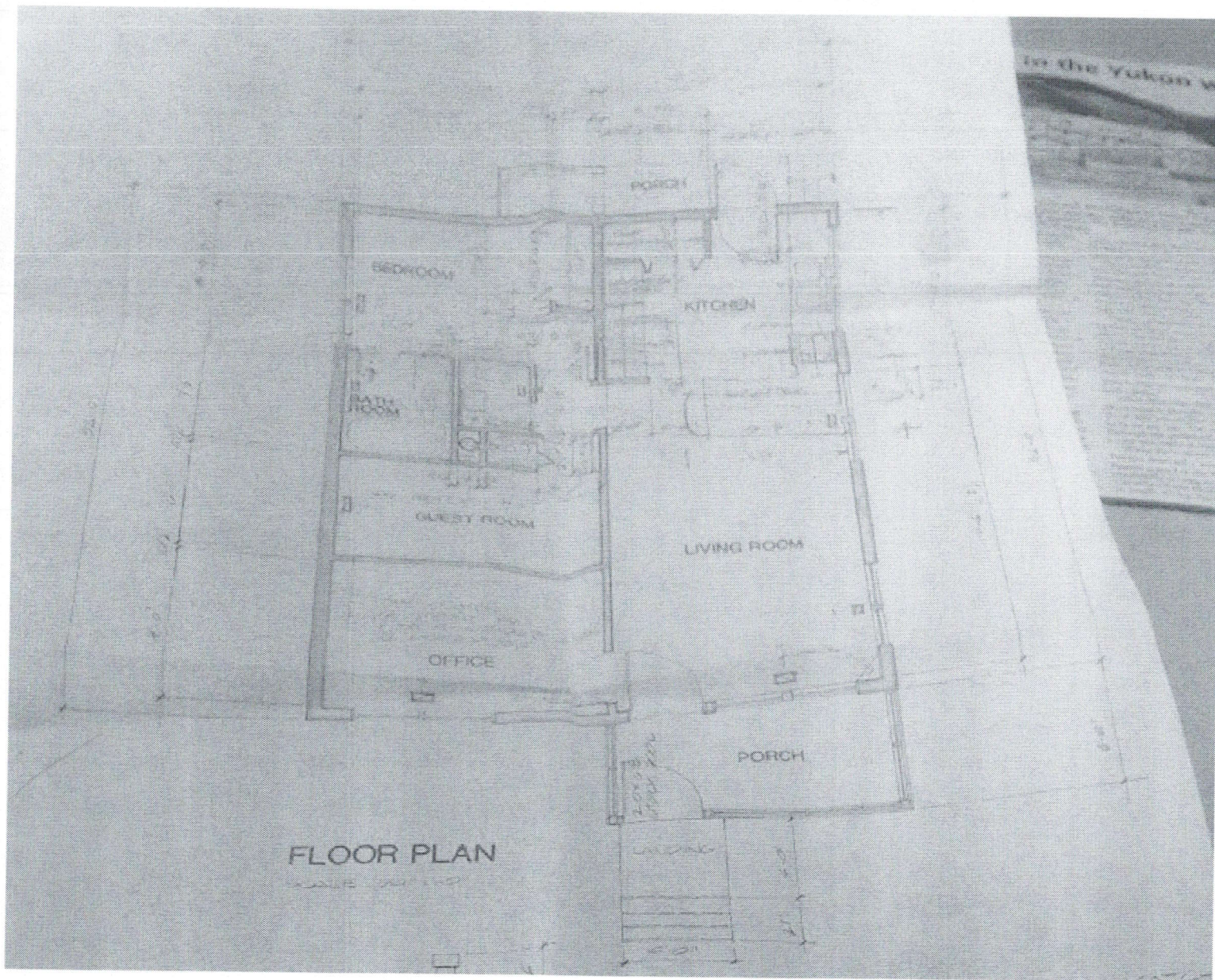
Artist Name:

CANADIAN PHOTO ARCHIVE

\$65.00

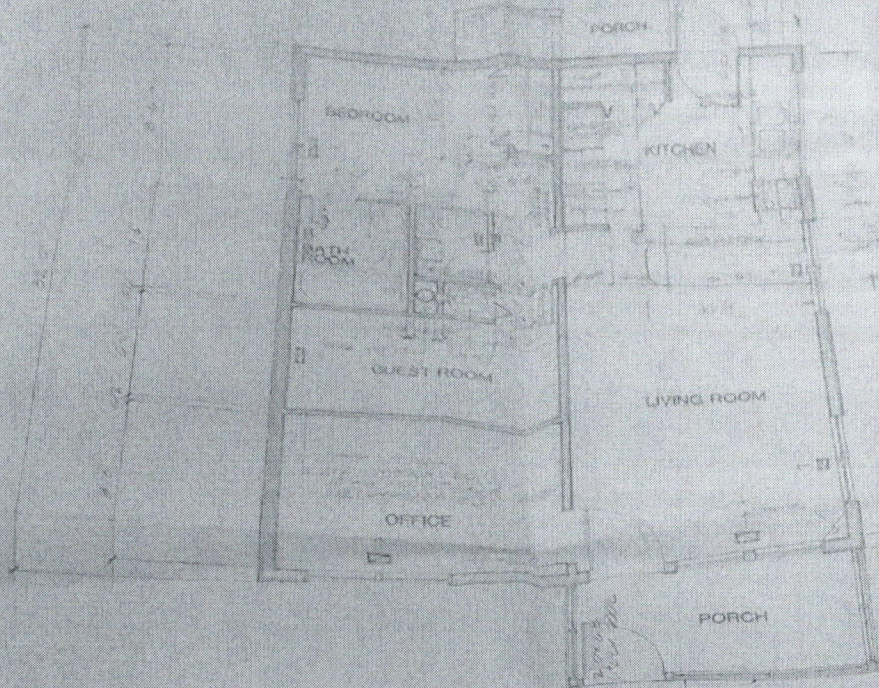
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- ☒ Commercial Use- \$65.00
- ☐ Publication including Video Use- \$25.00

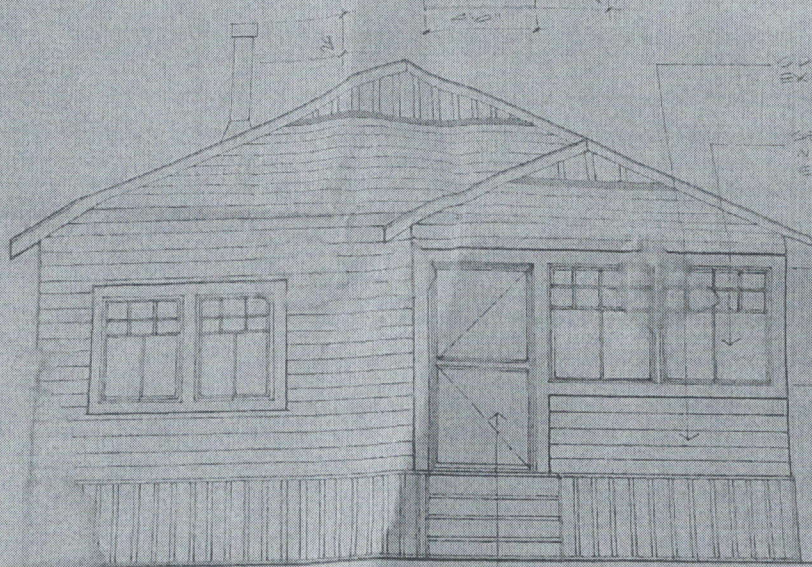


Drawing of original rectory building (matching 1925 picture)
Zoomed In.

Drawings of original rectory building (matching 1925 picture)

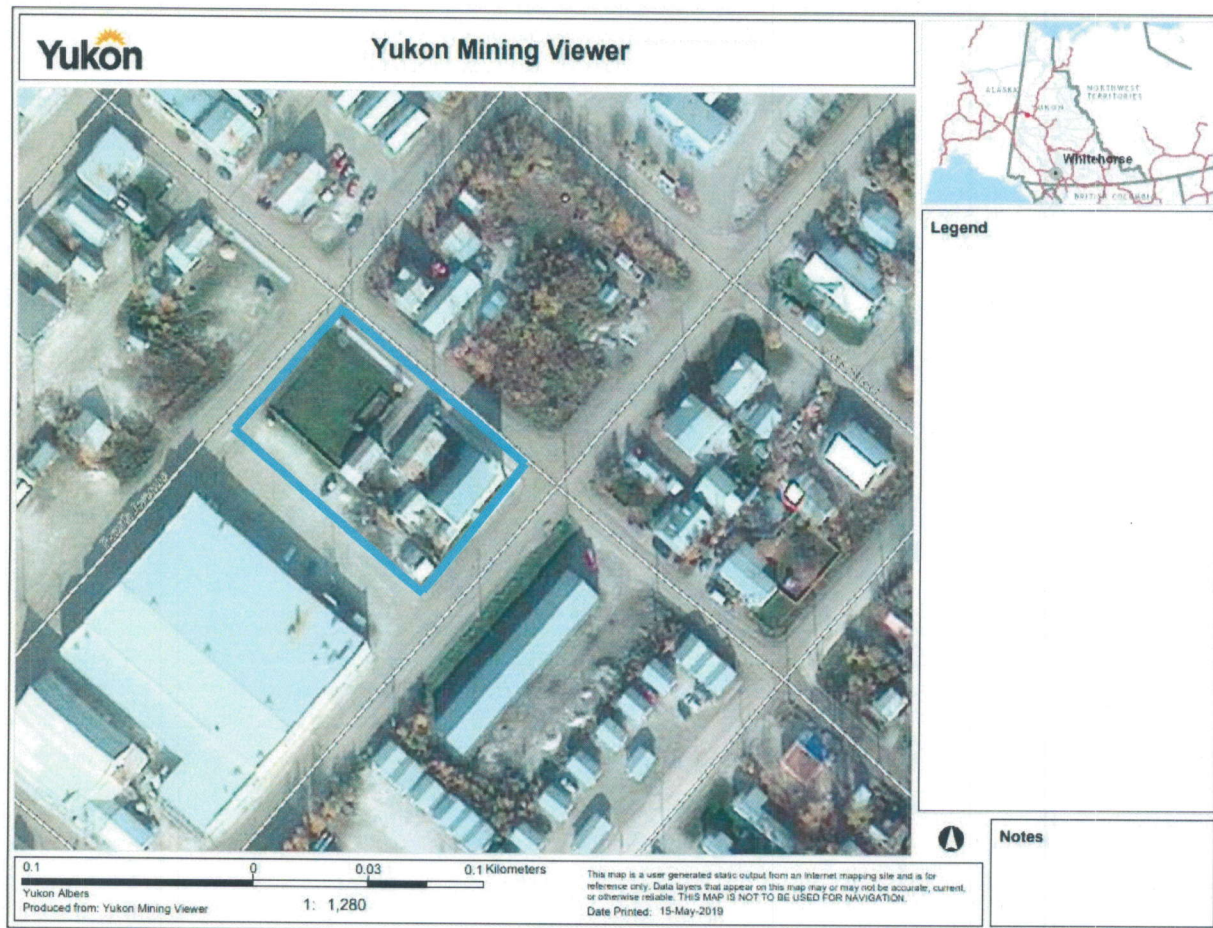


FLOOR PLAN

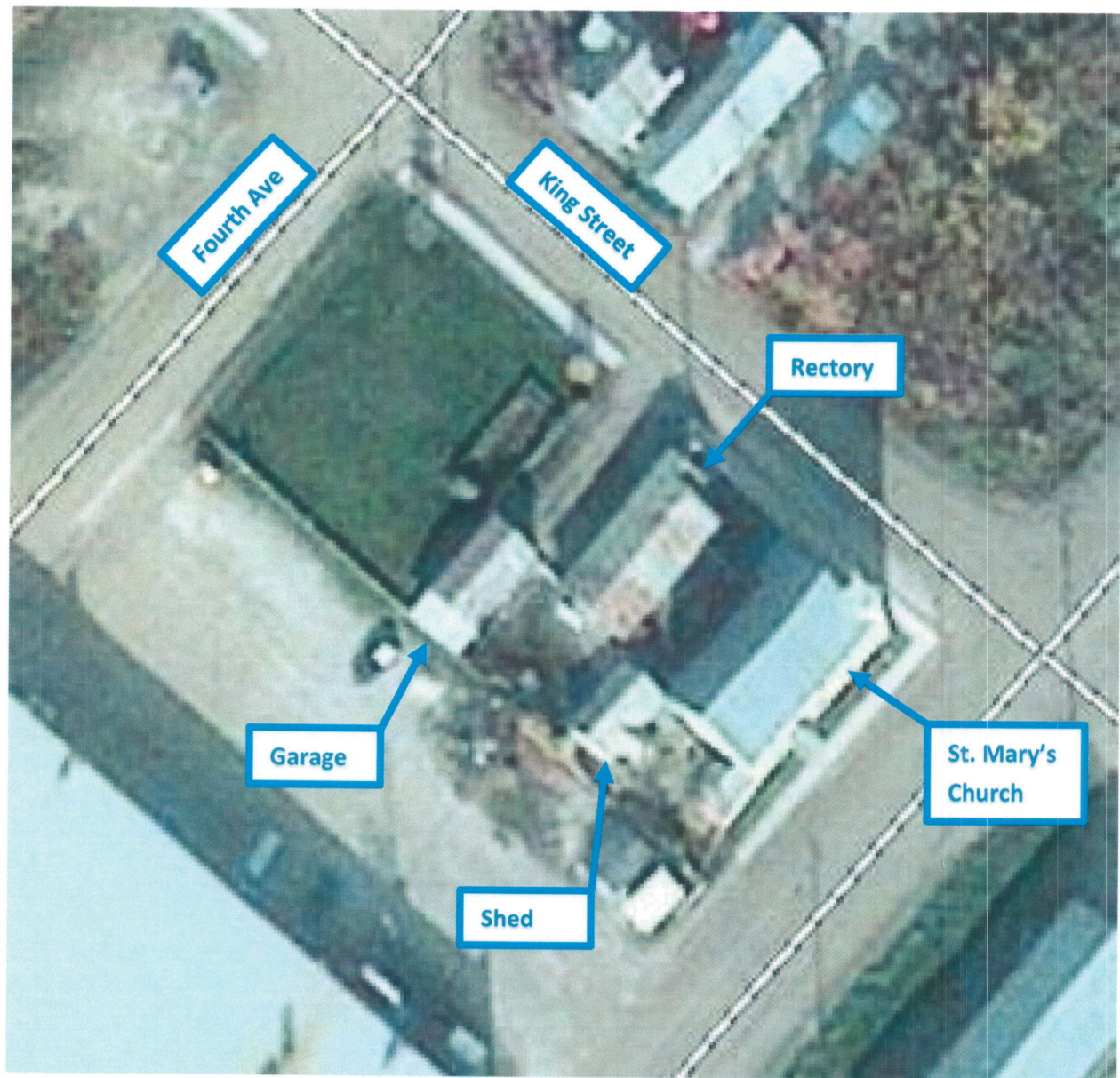


FRONT ELEVATION

STORM DOOR



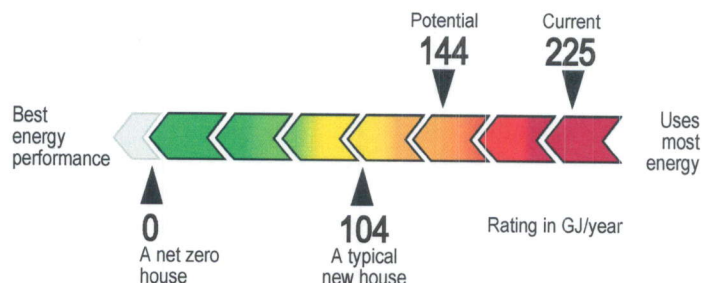
St. Mary's Church and Rectory
Ladue Estate Lots 9 – 12



RENOVATION UPGRADE REPORT

ENERGUIDE

466 KING STREET
DAWSON CITY, YT Y0B 1G0



Assessment date:
February 22, 2020

Evaluated by:
GIUSEPPE FICO

Quality assured by:
ENERGY SOLUTION CENTRE
867-893-7063

This report identifies your home's energy savings opportunities by providing you with recommended renovation upgrades. It complements your EnerGuide label and your Homeowner Information Sheet and includes:

- 🏠 Your customized action plan to improve the energy efficiency of your home;
- 🏠 Information on your rating and potential contribution to greenhouse gas (GHG) emission reductions;
- 🏠 Before and after heat loss and energy use estimates;
- 🏠 Important health and safety information; and
- 🏠 Additional energy savings tips.

YOUR ENERGY EFFICIENCY ROADMAP

Your energy advisor has prioritized your recommended upgrades based on the potential energy savings, the life expectancy of your home components, the interactions between systems, your potential renovation plans and the costs to perform the upgrades.



1. Upgrade windows

[Save 31 GJ/year]

2. Perform air sealing

[Save 25 GJ/year]

3. Insulate attic

[Save 10 GJ/year]

4. Insulate main walls

[Save 12 GJ/year]

*Additional
recommendations on
next pages*



By implementing all upgrades, you are helping to fight climate change and could **reduce GHG emissions by up to 5.8 tonnes per year.**

21-093

Building move

Background:

House moving from TH property across the street. The year that the building was constructed is unknown at this time.



THE CITY OF DAWSON

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PH: 867-993-7400 FAX: 867-993-7434
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OFFICE USE ONLY	
APPLICATION FEE:	\$25 + \$1/sft of lot + GST
DATE PAID:	
RECEIPT #:	
PERMIT #:	21-093

DEMOLITION/MOVE PERMIT APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES, AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

☐ Demolition

☒ Building Move

CURRENT LOCATION:

CIVIC ADDRESS: 1321 - 4th Ave VALUE OF DEVELOPMENT: \$50,000
LEGAL DESCRIPTION: LOT(S) 14 BLOCK 0 ESTATE LADUE ESTATE PLAN#

MOVE TO (if applicable):

CIVIC ADDRESS: 1326 - 4th Ave VALUE OF DEVELOPMENT: \$50,000
LEGAL DESCRIPTION: LOT(S) 17 BLOCK P. ESTATE LADUE ESTATE PLAN# 89-153
Yukon Historic Sites Inventory ID (if applicable): 43

AGE OF STRUCTURE: Please provide the age of the structure you wish to demolish/move and attach supporting evidence.

RATIONALE:

Bought house to be moved - land was not owned by Mr. Roberts - TH LAND

PROPOSED RE-DEVELOPMENT: Please provide a description of your redevelopment plan, and attach a development permit application for the redevelopment, if applicable.

TO BE MOVED ONTO LOT #17/P./89-153
WILL BE REHOOKED UP TO CITY WATER & SEWER



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OFFICE USE ONLY

PERMIT #:

APPLICANT INFORMATION

APPLICANT NAME(S): _____

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ PHONE #: _____

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): CARLA MATHEN

MAILING ADDRESS: P.O. Box 540 Dawson City POSTAL CODE: Y0B-1G0

EMAIL: CARLA@K HUB - CA PHONE #: 250-300-8724

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw #2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

DATE SIGNED

Aug 9/2021

SIGNATURE OF APPLICANT(S)

[Signature]

DATE SIGNED

SIGNATURE OF OWNER(S)



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OFFICE USE ONLY

PERMIT #:

APPLICANT INFORMATION

APPLICANT NAME(S): MARK MATHER
MAILING ADDRESS: P.O. Box 540 Dawson City POSTAL CODE: Y0B 1G0
EMAIL: CAR DCGS@NORTHWESTEL.NET PHONE #: 867-993-5475

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): CARLA MATHER
MAILING ADDRESS: P.O. Box 540 Dawson City POSTAL CODE: Y0B 1G0
EMAIL: CARLA@KMB.CA PHONE #: 867-300-8724

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw #2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
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I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

Aug 9/2021
DATE SIGNED

Aug 9/2021
DATE SIGNED

[Signature]
SIGNATURE OF APPLICANT(S)

[Signature]
SIGNATURE OF OWNER(S)



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OFFICE USE ONLY

PERMIT #:

COMPLETE APPLICATION SUBMISSION REQUIREMENTS

As per s. 4.4.1 of ZBL #2018-19, a permit will be granted, granted with conditions, or refused within 30 days of receipt of a complete application. An application is not deemed complete until the following information is submitted to the satisfaction of a Development Officer.

- ☒ Application Form (completed in full)
- ☐ Application Fee & Redevelopment Deposit as per City of Dawson Fees and Charges Bylaw & Zoning Bylaw
- ☐ Site Plan that includes:
 - ☒ a north arrow and scale
 - ☒ property lines shown and labelled as per the most recent legal survey
 - ☒ all easements and rights of way shown and labelled
 - ☒ the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
 - ☒ the topography and other physical features of the subject land
 - ☒ the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the property lines
 - ☒ the location, size, type, and dimensions of all proposed buildings and structures on the subject land, as well as the proposed distance of the buildings and/or structures from the property lines
 - ☒ the location of retaining walls and fences (existing and proposed)
 - ☒ the location, dimensions, and number of onsite parking areas
 - ☒ the location of loading facilities
 - ☒ the date of the plan
- ☐ Certificate of Title (if owner does not match Assessment Roll)
- ☐ Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) _____ BLOCK _____ ESTATE _____ PLAN# _____

ZONING: _____ DATE COMPLETE APPLICATION RECEIVED: _____

TYPE OF APPLICATION: _____

APPLICANT NAME(S): _____

OWNER NAME(S): _____

REDEVELOPMENT DEPOSIT AMOUNT: _____

☐ APPLICATION REJECTED

☐ APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: _____ SIGNATURE: _____



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OFFICE USE ONLY

PERMIT #:

INSTRUCTIONS AND GUIDELINES

IT IS IMPORTANT TO READ AND UNDERSTAND THE FOLLOWING INSTRUCTIONS PRIOR TO COMPLETING THE APPLICATION FORM. THESE GUIDELINES ARE FOR REFERENCE ONLY. IN THE EVENT OF A DISCREPANCY WITH THE ZONING BYLAW, THE ZONING BYLAW PREVAILS.

1. Information Requirements:

- a) An application shall not be considered to have been received until all application requirements have been submitted to the satisfaction of a Development Officer.
- b) Notwithstanding a) above, a Development Officer may consider an application if, in a Development Officer's opinion, the development is of such a nature as to enable a decision to be made on the application without all of the required information.
- c) Failure to complete this form and to supply the required support information may result in delays in the processing of the application.

2. Notification:

- a) Within five working days after a decision on a development permit application, a Development Officer shall send a notice by regular mail of the decision to the applicant and indicating whether the application was approved or refused.

3. Validity of Permit:

- a) When a permit has been issued by a Development Officer, the permit shall not be valid unless and until the conditions of the permit, save those of a continuing nature, have been fulfilled and no notice of appeal has been served on Council within a 14 day appeal period.
- b) When a permit has been approved, the permit shall not be valid until the decision is issued in writing.

4. Permit Conditions:

- a) A development officer has the authority to issue development permits and, when necessary, impose terms and conditions upon development permits that will bring the project into conformity with the OCP and all applicable bylaws, and will mitigate any undesired effects of the proposed development
- b) A Development Officer may, as a condition of a permit, require the applicant to make satisfactory arrangements for the payment and supply of water, power, sewer and other services or facilities, or any of them.
- c) A permit may be refused when, in the opinion of a Development Officer, satisfactory arrangements have not been made for the payment and supply of water, power, sewer or other services or facilities, or any of them or if taxes on the property associated with the permit application have not been paid.
- d) A Development Officer may, as a condition of a permit, require that an applicant enter into a development agreement that may require the applicant to pay an offsite levy or redevelopment levy or both.

5. Expiry of Permit:

- a) A development permit issued in accordance with the notice of decision is valid for a period of 12 months from the date of issue.
- b) A development officer may grant an extension of the effective period of a permit prior to the expiry of the permit; the effective period shall not exceed 12 months and the development officer may only grant such an extension once.
- c) When a development permit expires, a new application is required. Such application shall be dealt with as a first application and the development approving authority shall be under no obligation to approve it on the basis that a previous permit had been issued.

6. Appeals:

- a) An applicant aggrieved by the decision of the development officer may appeal to Council within 30 days of the date of the decision.
- b) Appeal applicants shall be limited to the original development permit applicant and landowner.
- c) Council shall within 60 days of receipt of an appeal under this section grant permission, refuse permission, or grant permission with conditions.



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OFFICE USE ONLY	
PERMIT #:	

7. Suspension or Revocation of Permit:

- a. A Development Officer may suspend or revoke a development permit where:
 - i. the applicant fails to comply with the conditions of the issuance of the permit; or
 - ii. any person undertakes or causes or allows any development on a site contrary to the terms or conditions of a permit.
 - iii. the permit was issued on the basis of incorrect information or misrepresentation by the applicant; or
 - iv. the permit was issued in error.

8. Demolitions

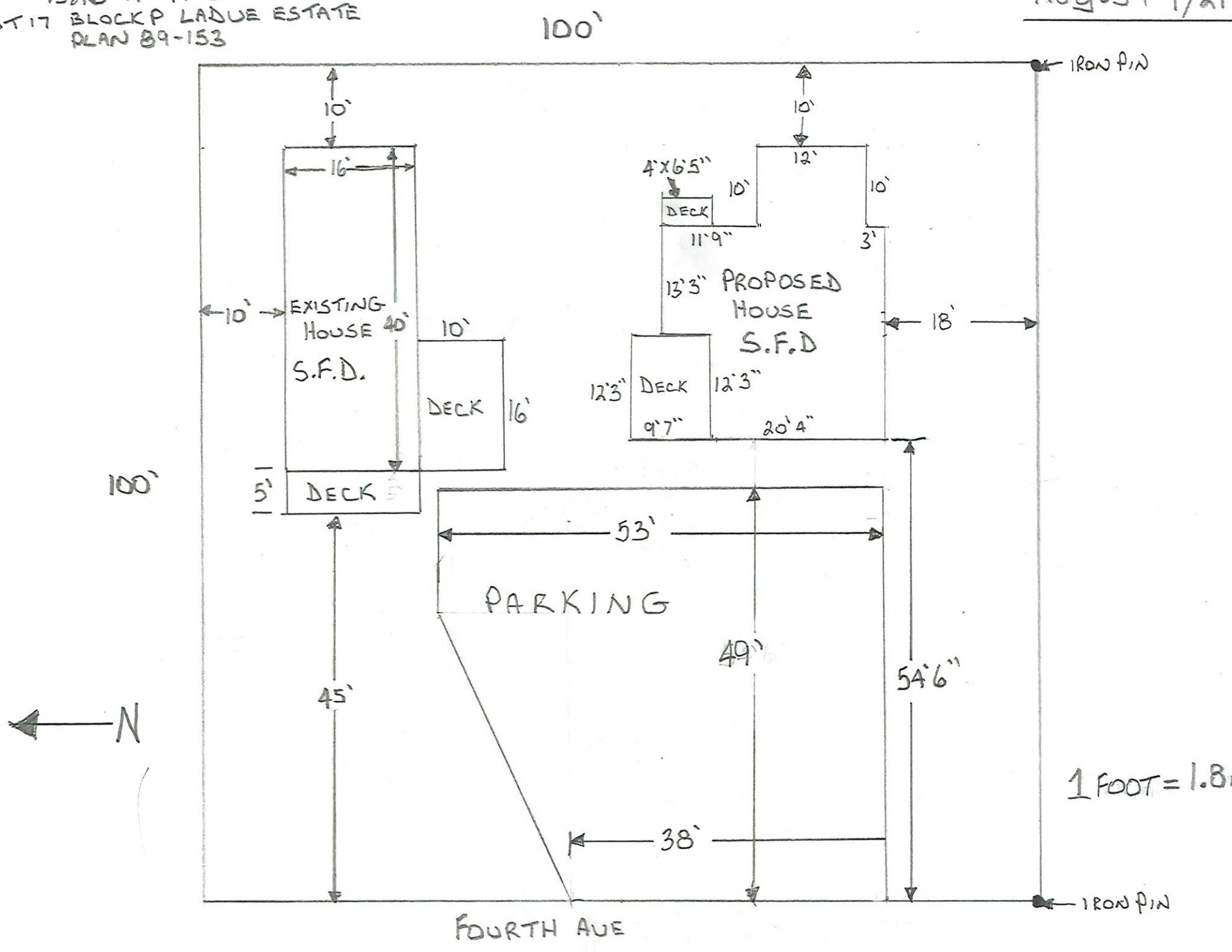
- a. Demolition of a structure will only be permitted if the proposed demolition and/or replacement would improve the quality of the built environment.
- b. All service connections must be removed before demolition begins.
- c. An acceptable security deposit of \$1.00 per square foot of the lot under consideration shall be posted by the developer upon issuance of a development permit for a demolition in order to ensure that the intended re-development proceeds.
- d. Demolition must be accompanied by an approved redevelopment plan to the satisfaction of the development officer.
- e. Demolition of a structure listed in the Yukon Government Historic Sites Registry shall occur only in extenuating circumstances, and must be approved by Council in consultation with the Heritage Advisory Committee and Yukon Government Historic Sites.

9. Building Moves

- a. When a structure is being moved off of a lot within the historic townsite, the application must be accompanied by an approved redevelopment plan to the satisfaction of the development officer.
- b. When a structure is being moved off of a lot within the historic townsite, an acceptable security deposit of \$1.00 per square foot of the lot under consideration shall be posted upon issuance of a development permit for the move to ensure that the intended redevelopment proceeds.
- c. Moving of a structure listed in the Yukon Government Historic Sites Registry will occur only in extenuating circumstances and in consultation with both the Heritage Advisory Committee and Yukon Government Historic Sites.
- d. No person shall move a mobile home from a location within the historic townsite to another location within the historic townsite.
- e. A development permit is required to move a mobile home from a location within the historic townsite to a location outside the historic townsite; however, the application fee is waived.
- f. In deciding on the moving of a building or buildings to a parcel within the City, a development officer may:
 - i. refer the application to a Yukon building inspector for a recommendation confirm the structure's compliance to the National Building Code
 - ii. require such renovations and alterations as may be necessary for the building to conform to the requirements of the zone into which the building is proposed to be moved, and to conform to the territorial building and plumbing codes
 - iii. refuse to issue a permit if:
 1. there are any taxes or other charges due to the City with respect to the building or the lot on which it is situated, unless arrangements satisfactory to the City's chief financial officer have been made for payment of such taxes or other charges
 2. the building fails to conform to the requirements of this bylaw or the Water and Sewer Bylaw
 3. the building is not compatible, in the opinion of the development officer, with the character and appearance of existing buildings in the area in which the building is to be located
- g. The development officer may require a performance bond to be posted or a certified cheque in the amount of the established cost of the required renovations or alterations.

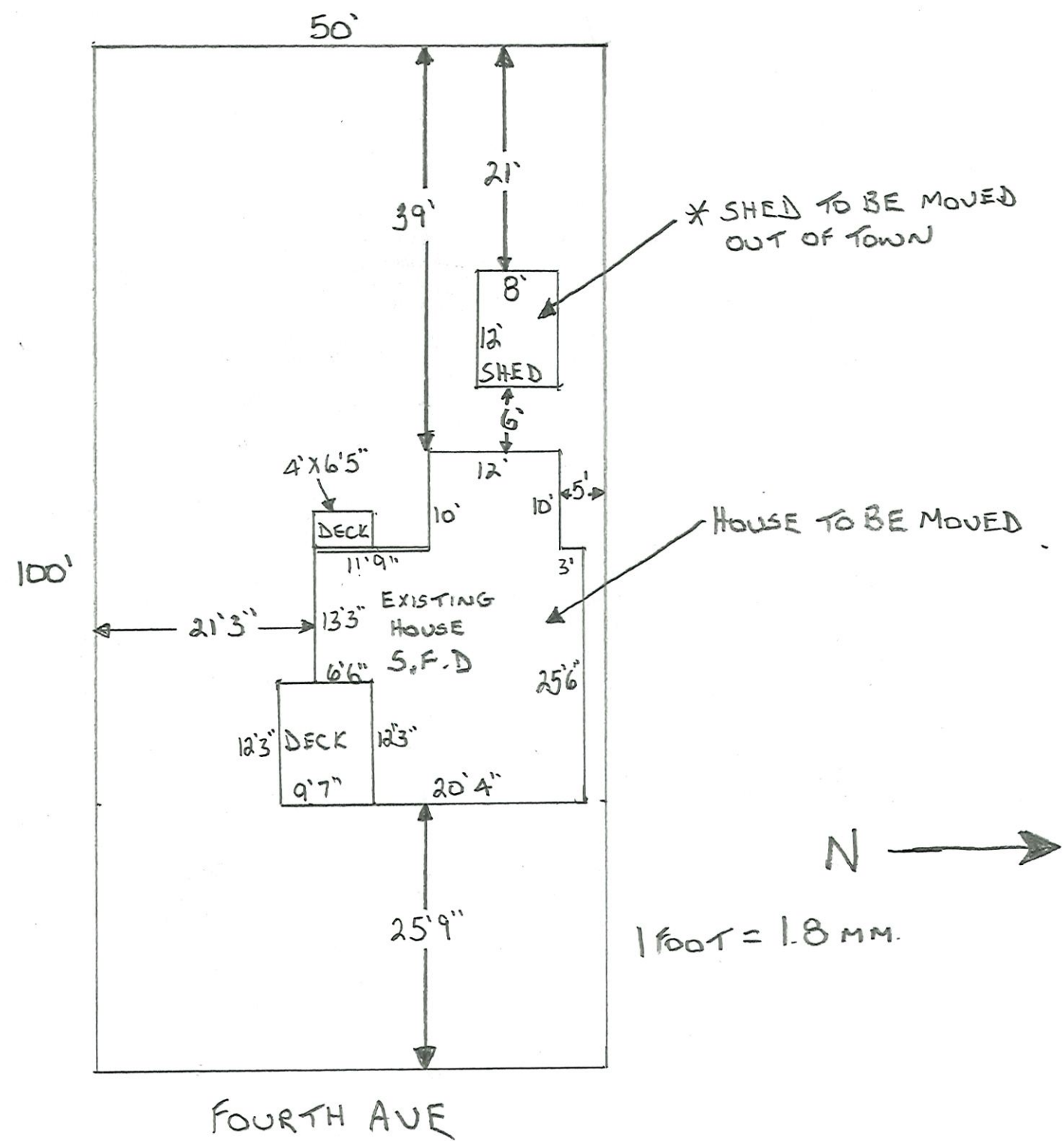
1326-4TH AVE
LOT 17 BLOCK P LADUE ESTATE
PLAN 89-153

AUGUST 9/21



August 10/21

1321 - 4TH AVE
LOT 14 Block O
LADUE ESTATES.











21-095

Deck addition

Background:

New street-facing deck addition and reparation + replacement of fascia.



THE CITY OF DAWSON

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www.cityofdawson.ca

OFFICE USE ONLY	
APPLICATION FEE:	\$25 + GST
DATE PAID:	August 12
RECEIPT #:	39238
PERMIT #:	21-095

DEVELOPMENT PERMIT APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES, AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> New Build:
Single/Duplex
Residential | <input type="checkbox"/> New Build: Multi-
Residential & All
Other Use Classes | <input type="checkbox"/> Major Alteration | <input checked="" type="checkbox"/> Minor Alteration |
| <input type="checkbox"/> Change of Use | <input type="checkbox"/> Temporary (less
than 7 days) | <input type="checkbox"/> Temporary (more
than 7 days) | <input type="checkbox"/> Sign |

CIVIC ADDRESS: 926 7th Ave. VALUE OF DEVELOPMENT: _____

LEGAL DESCRIPTION: LOT(S) 3 BLOCK LH ESTATE Ladue PLAN# _____

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development.

New wood shed & porch expansion in front of house
Repair & replace fascia & install

APPLICANT INFORMATION

APPLICANT NAME(S): John & Kathryn McDonald
MAILING ADDRESS: Box 1495 Dawson City POSTAL CODE: Y0B 1G0
EMAIL: jamedan2@hotmail.com, writekathryn@hotmail.com PHONE #: 993-3386(K)
993-2957(J)

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): _____
MAILING ADDRESS: _____ POSTAL CODE: _____
EMAIL: _____ PHONE #: _____

DATES (TEMPORARY PERMITS ONLY)

START DATE: _____ END DATE: _____



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OFFICE USE ONLY

PERMIT #:

SIGNAGE DIMENSIONS & DESCRIPTION (SIGN PERMITS ONLY)

HEIGHT OF SIGN: _____ WIDTH OF SIGN: _____

TOTAL SIGN AREA: _____ MATERIALS: _____

TYPE OF SIGN:

☐

FIXED

☐

FREE-
STANDING

☐

PROJECTING

☐

WALL
PAINTING

☐

BANNER

☐

SANDWICH
BOARD

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw #2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

Aug. 11, 2021

DATE SIGNED

Kathy M. P. Id

SIGNATURE OF APPLICANT(S)

DATE SIGNED

SIGNATURE OF OWNER(S)



THE CITY OF DAWSON

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PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca *438*

OFFICE USE ONLY

PERMIT #:

COMPLETE APPLICATION SUBMISSION REQUIREMENTS

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- ☒ Application Form (completed in full)
- ☐ Application Fee & Security Deposit (if applicable) as per City of Dawson Fees and Charges Bylaw & Zoning Bylaw
- ☒ Site Plan that includes:
 - ☒ a north arrow and scale
 - ☒ property lines shown and labelled as per the most recent legal survey
 - ☒ all easements and rights of way shown and labelled *roads*
 - ☒ the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
 - ☒ the topography and other physical features of the subject land
 - ☒ the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the property lines
 - ☒ the location, size, type, and dimensions of all proposed buildings and structures on the subject land, as well as the proposed distance of the buildings and/or structures from the property lines
 - ☒ the location of retaining walls and fences (existing and proposed)
 - ☒ the location, dimensions, and number of onsite parking areas
 - ☒ the location of loading facilities
 - ☒ the date of the plan
- ☐ Certificate of Title (if owner does not match Assessment Roll)
- ☒ Elevation Plans
- ☒ Floor Plans (*Stephanie not necessary*)
- ☐ For Heritage Management Areas: Annotations as per s. 4.3.4 of ZBL #2018-19 *meeting on 19th.*
- ☒ For New Builds: Foundation & Drainage Plan
- ☒ New Builds and Additions not connected to municipal servicing: Environmental Health Approval
- ☒ For signage: scaled coloured renderings/drawings of the proposed sign and inclusion of sign location on elevations
- ☒ Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) _____ BLOCK _____ ESTATE _____ PLAN# _____

ZONING: _____ DATE COMPLETE APPLICATION RECEIVED: _____

TYPE OF APPLICATION: _____

APPLICANT NAME(S): _____

OWNER NAME(S): _____

☐ APPLICATION REJECTED

☐ APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: _____ SIGNATURE: _____



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OFFICE USE ONLY

PERMIT #:

INSTRUCTIONS AND GUIDELINES

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1. Information Requirements:

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- a) Within five working days after a decision on a development permit application, a Development Officer shall send a notice by regular mail of the decision to the applicant and indicating whether the application was approved or refused.

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- a) A development officer has the authority to issue development permits and, when necessary, impose terms and conditions upon development permits that will bring the project into conformity with the OCP and all applicable bylaws, and will mitigate any undesired effects of the proposed development
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- d) A Development Officer may, as a condition of a permit, require that an applicant enter into a development agreement that may require the applicant to pay an offsite levy or redevelopment levy or both.

5. Expiry of Permit:

- a) A development permit issued in accordance with the notice of decision is valid for a period of 12 months from the date of issue.
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- c) When a development permit expires, a new application is required. Such application shall be dealt with as a first application and the development approving authority shall be under no obligation to approve it on the basis that a previous permit had been issued.

6. Appeals:

- a) An applicant aggrieved by the decision of the development officer may appeal to Council within 30 days of the date of the decision.
- b) Appeal applicants shall be limited to the original development permit applicant and landowner.
- c) Council shall within 60 days of receipt of an appeal under this section grant permission, refuse permission, or grant permission with conditions.



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OFFICE USE ONLY	
PERMIT #:	

7. Suspension or Revocation of Permit:

- a. A Development Officer may suspend or revoke a development permit where:
 - i. the applicant fails to comply with the conditions of the issuance of the permit; or
 - ii. any person undertakes or causes or allows any development on a site contrary to the terms or conditions of a permit.
 - iii. the permit was issued on the basis of incorrect information or misrepresentation by the applicant; or
 - iv. the permit was issued in error.

8. Temporary Developments

- a. Where a development permit application is for a temporary, short-term, or seasonal development, the development officer may:
 - i. consider and decide upon a development for a specific period of time not exceeding one year
 - ii. impose a condition on such a permit so that the City is not liable for any costs involved in the cessation or removal of the development at the expiration of the time period stated in the permit
 - iii. require the applicant to post an acceptable security deposit that guarantees the cessation or removal of the development and is the greater of either 25% of the value of the structure or \$2,000

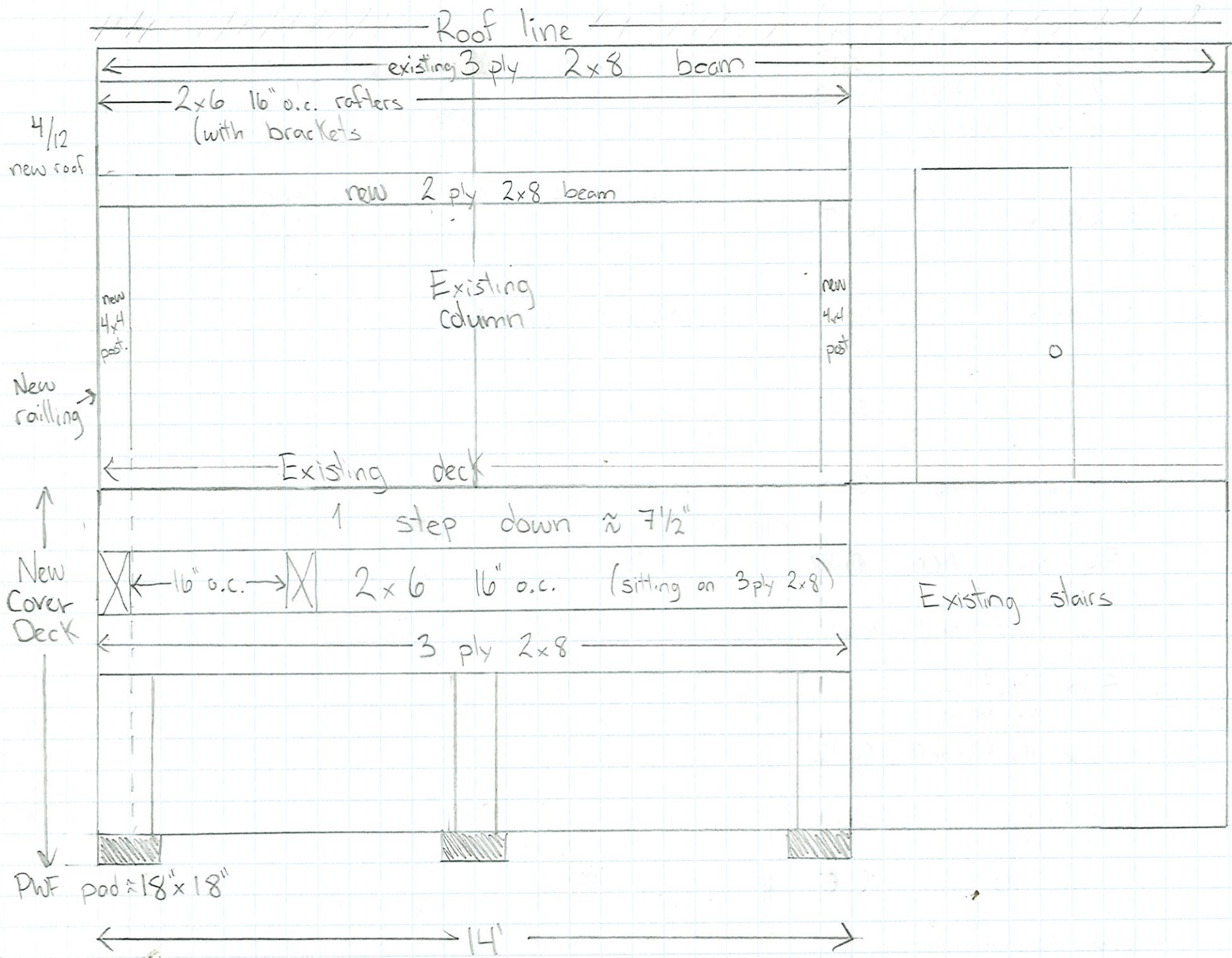
9. Signage

- a. Signage lettering must reflect heritage design guidelines if it is located in the historic townsite.
- b. Prior to erection all fixed, free-standing, or projecting types of signs shall be approved by the development officer.
- c. No sign shall be erected that, in the opinion of Council, interferes with traffic or the visibility of a traffic control device.
- d. No free-standing sign may exceed the maximum permissible height for an accessory structure in the zone in which the sign is located.
- e. An advertising sign may only be erected on the site where the service advertised is performed, or where the product advertised is made, sold, or serviced.
- f. Notwithstanding the above, campaign signs do not require development officer approval, provided they are only placed after an election has been called and are taken down within seven days after the election has ended.
- g. Notwithstanding the above, traffic type signs placed by the City (including warning signs) and real estate "for sale" signs up to 1 m² (10.8 ft.²) in size do not require development officer approval.
- h. Notwithstanding the above, temporary signs that advertise contributors to a building project do not require Development Officer approval provided they are placed only after construction has begun and taken down within 60 days following substantial completion of the building.

\$105

50'x100'

1st & 3rd Thurs.



Material list: Cover Deck

pads : - 2x6x16 PWF @ 3
- green preservative

beams : 2x8x16 @ 5

post : 4x4x12 ACO @ 3
(brown)

deck : 2x6x16 ACO @ 2
rim board

- 2x6x16 ACO @ 6
floor joist.

- 5/4 x 6x16 ACO @ 18
decking

- brown 2 1/2" deck screw

railing: 8' → 2x4x8 @ 2
2x6x8 @ 1
≈ 24 spindles

roof : - 2x6x10 + brackets @ 12
rafter

- 1x4x16 @ 10
strapping

- tin 10' @ 5

- roof screws

fascia : ≈ 1x8x16 @ 16
paint.

drip cap ≈ 24 10' length
(roof is 12)

avalanche guard :

21-096

Digital highway signage (ferry landing)

Background:

Proposal to install a Dynamic Message Sign (DMS) to provide operations updates and road conditions to the public. The sign will be located at the ferry landing.



THE CITY OF DAWSON

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OFFICE USE ONLY

APPLICATION FEE:	
DATE PAID:	
RECEIPT #:	
PERMIT #:	21-096

DEVELOPMENT PERMIT APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES, AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> New Build:
Single/Duplex
Residential | <input type="checkbox"/> New Build: Multi-
Residential & All
Other Use Classes | <input type="checkbox"/> Major Alteration | <input type="checkbox"/> Minor Alteration |
| <input type="checkbox"/> Change of Use | <input type="checkbox"/> Temporary (less
than 7 days) | <input type="checkbox"/> Temporary (more
than 7 days) | <input checked="" type="checkbox"/> Sign |

CIVIC ADDRESS: km 717 North Klondike Highway VALUE OF DEVELOPMENT: \$60k

LEGAL DESCRIPTION: LOT(S) _____ BLOCK _____ ESTATE _____ PLAN# _____

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development.

Installation of a Dynamic Message Sign (DMS) as part of Yukon Government's Intelligent Transportation Systems (ITS) Advanced Traveler Information Systems (ATIS). This sign will provide real time operations updates and road conditions to the public, empowering them to make informed travel decisions and increase public safety. The message board is located within the waterfront reserve.

APPLICANT INFORMATION

APPLICANT NAME(S): Amanda Price, Manager Planning and Programing, Transportation Engineering Branch

MAILING ADDRESS: Box 2703, Whitehorse, YT POSTAL CODE: Y1A 2C6

EMAIL: amanda.price@yukon.ca PHONE #: 867-336-0151

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): Yukon Government Highways and Public Works

MAILING ADDRESS: Box 2703, Whitehorse, YT POSTAL CODE: Y1A 2C6

EMAIL: amanda.price@yukon.ca PHONE #: 867-336-0151

DATES (TEMPORARY PERMITS ONLY)

START DATE: _____ END DATE: _____



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PERMIT #:

SIGNAGE DIMENSIONS & DESCRIPTION (SIGN PERMITS ONLY)

HEIGHT OF SIGN: 8ft WIDTH OF SIGN: 11ft

TOTAL SIGN AREA: 68.75 sq.ft MATERIALS: Metal, wood, plastic

TYPE OF SIGN:



FIXED



FREE-
STANDING



PROJECTING



WALL
PAINTING



BANNER



SANDWICH
BOARD

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw #2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

DATE SIGNED

SIGNATURE OF APPLICANT(S)

DATE SIGNED

SIGNATURE OF OWNER(S)



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COMPLETE APPLICATION SUBMISSION REQUIREMENTS

As per s. 4.4.1 of ZBL #2018-19, a permit will be granted, granted with conditions, or refused within 30 days of receipt of a complete application. An application is not deemed complete until the following information is submitted to the satisfaction of a Development Officer.

- ☐ Application Form (completed in full)
- ☐ Application Fee & Security Deposit (if applicable) as per City of Dawson Fees and Charges Bylaw & Zoning Bylaw
- ☐ Site Plan that includes:
 - o a north arrow and scale
 - o property lines shown and labelled as per the most recent legal survey
 - o all easements and rights of way shown and labelled
 - o the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
 - o the topography and other physical features of the subject land
 - o the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the property lines
 - o the location, size, type, and dimensions of all proposed buildings and structures on the subject land, as well as the proposed distance of the buildings and/or structures from the property lines
 - o the location of retaining walls and fences (existing and proposed)
 - o the location, dimensions, and number of onsite parking areas
 - o the location of loading facilities
 - o the date of the plan
- ☐ Certificate of Title (if owner does not match Assessment Roll)
- ☐ Elevation Plans
- ☐ Floor Plans
- ☐ For Heritage Management Areas: Annotations as per s. 4.3.4 of ZBL #2018-19
- ☐ For New Builds: Foundation & Drainage Plan
- ☐ New Builds and Additions not connected to municipal servicing: Environmental Health Approval
- ☐ For signage: scaled coloured renderings/drawings of the proposed sign and inclusion of sign location on elevations
- ☐ Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) _____ BLOCK _____ ESTATE _____ PLAN# _____

ZONING: _____ DATE COMPLETE APPLICATION RECEIVED: _____

TYPE OF APPLICATION: _____

APPLICANT NAME(S): _____

OWNER NAME(S): _____

☐ APPLICATION REJECTED

☐ APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: _____ SIGNATURE: _____



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PERMIT #:

INSTRUCTIONS AND GUIDELINES

IT IS IMPORTANT TO READ AND UNDERSTAND THE FOLLOWING INSTRUCTIONS PRIOR TO COMPLETING THE APPLICATION FORM. THESE GUIDELINES ARE FOR REFERENCE ONLY. IN THE EVENT OF A DISCREPANCY WITH THE ZONING BYLAW, THE ZONING BYLAW PREVAILS.

1. Information Requirements:

- a) An application shall not be considered to have been received until all application requirements have been submitted to the satisfaction of a Development Officer.
- b) Notwithstanding a) above, a Development Officer may consider an application if, in a Development Officer's opinion, the development is of such a nature as to enable a decision to be made on the application without all of the required information.
- c) Failure to complete this form and to supply the required support information may result in delays in the processing of the application.

2. Notification:

- a) Within five working days after a decision on a development permit application, a Development Officer shall send a notice by regular mail of the decision to the applicant and indicating whether the application was approved or refused.

3. Validity of Permit:

- a) When a permit has been issued by a Development Officer, the permit shall not be valid unless and until the conditions of the permit, save those of a continuing nature, have been fulfilled and no notice of appeal has been served on Council within a 14 day appeal period.
- b) When a permit has been approved, the permit shall not be valid until the decision is issued in writing.

4. Permit Conditions:

- a) A development officer has the authority to issue development permits and, when necessary, impose terms and conditions upon development permits that will bring the project into conformity with the OCP and all applicable bylaws, and will mitigate any undesired effects of the proposed development
- b) A Development Officer may, as a condition of a permit, require the applicant to make satisfactory arrangements for the payment and supply of water, power, sewer and other services or facilities, or any of them.
- c) A permit may be refused when, in the opinion of a Development Officer, satisfactory arrangements have not been made for the payment and supply of water, power, sewer or other services or facilities, or any of them or if taxes on the property associated with the permit application have not been paid.
- d) A Development Officer may, as a condition of a permit, require that an applicant enter into a development agreement that may require the applicant to pay an offsite levy or redevelopment levy or both.

5. Expiry of Permit:

- a) A development permit issued in accordance with the notice of decision is valid for a period of 12 months from the date of issue.
- b) A development officer may grant an extension of the effective period of a permit prior to the expiry of the permit; the effective period shall not exceed 12 months and the development officer may only grant such an extension once.
- c) When a development permit expires, a new application is required. Such application shall be dealt with as a first application and the development approving authority shall be under no obligation to approve it on the basis that a previous permit had been issued.

6. Appeals:

- a) An applicant aggrieved by the decision of the development officer may appeal to Council within 30 days of the date of the decision.
- b) Appeal applicants shall be limited to the original development permit applicant and landowner.
- c) Council shall within 60 days of receipt of an appeal under this section grant permission, refuse permission, or grant permission with conditions.



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7. Suspension or Revocation of Permit:

- a. A Development Officer may suspend or revoke a development permit where:
 - i. the applicant fails to comply with the conditions of the issuance of the permit; or
 - ii. any person undertakes or causes or allows any development on a site contrary to the terms or conditions of a permit.
 - iii. the permit was issued on the basis of incorrect information or misrepresentation by the applicant; or
 - iv. the permit was issued in error.

8. Temporary Developments

- a. Where a development permit application is for a temporary, short-term, or seasonal development, the development officer may:
 - i. consider and decide upon a development for a specific period of time not exceeding one year
 - ii. impose a condition on such a permit so that the City is not liable for any costs involved in the cessation or removal of the development at the expiration of the time period stated in the permit
 - iii. require the applicant to post an acceptable security deposit that guarantees the cessation or removal of the development and is the greater of either 25% of the value of the structure or \$2,000

9. Signage

- a. Signage lettering must reflect heritage design guidelines if it is located in the historic townsite.
- b. Prior to erection all fixed, free-standing, or projecting types of signs shall be approved by the development officer.
- c. No sign shall be erected that, in the opinion of Council, interferes with traffic or the visibility of a traffic control device.
- d. No free-standing sign may exceed the maximum permissible height for an accessory structure in the zone in which the sign is located.
- e. An advertising sign may only be erected on the site where the service advertised is performed, or where the product advertised is made, sold, or serviced.
- f. Notwithstanding the above, campaign signs do not require development officer approval, provided they are only placed after an election has been called and are taken down within seven days after the election has ended.
- g. Notwithstanding the above, traffic type signs placed by the City (including warning signs) and real estate "for sale" signs up to 1 m² (10.8 ft.²) in size do not require development officer approval.
- h. Notwithstanding the above, temporary signs that advertise contributors to a building project do not require Development Officer approval provided they are placed only after construction has begun and taken down within 60 days following substantial completion of the building.



64.06784, -139.42763, 329.0m, 359°

Mar. 31, 2021 12:24:26 p.m.



64.06787, -139.42752, 328.0m, 349°
Mar. 31, 2021 12:29:44 p.m.