

**Heritage Conservation District Plan for  
Werden's Plan Neighbourhood, Whitby  
Volume One**



Prepared by Goldsmith Borgal & Company Ltd. Architects (GBCA)

in association with

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and with the assistance of

Olde Whitby Neighbourhood Association and the Town of Whitby

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Cover illustration: View of the northeast corner of Centre Street South and St.  
John Street West, August 2016

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# Heritage Conservation District Plan for Werden's Plan Neighbourhood, Whitby

## 1.0 Introduction

### 1.1 Background to the Plan

The Town of Whitby has taken a series of steps toward identifying and protecting Werden's Plan Neighbourhood as a heritage conservation district. The efforts are presented chronologically below.

- The Town of Whitby Official Plan, which Town Council adopted in 1994 and the Regional Municipality of Durham approved in 1995, included a policy identifying Downtown Whitby or a portion of it as an area to be examined as a heritage conservation district.
- In 1999, a workshop conducted under an Ontario Association of Architects program known by its acronym – CAUSE – produced the recommendation that Downtown Whitby be designated as a heritage conservation district.
- In 2000, the Strategic Action Plan for the Downtown Whitby Development Steering Committee called for a study to assess the feasibility of establishing a heritage conservation district.
- In 2011, the Ontario Ministry of Tourism, Culture and Sport made a matching grant to the Town for the Downtown Whitby Heritage Conservation District Study.
- In the winter and spring of 2012, the study team examined the entire expanse of Downtown Whitby for the historical factors shaping it and for evidence of surviving historic streetscapes. Three discrete, but contiguous, core areas of heritage value within Downtown Whitby were identified as prospective heritage conservation districts: Werden's Plan Neighbourhood, Perry's Plan Neighbourhood and the Four Corners. On May 9, 2012, the three prospective districts were presented to the public at a meeting held in the Centennial

Building. Following the requirements of Section 40 of the *Ontario Heritage Act*, the study team looked at the three prospective districts in detail during the summer and fall of 2012.

- The Phase 1 Report of the Downtown Whitby Heritage Conservation District Study was complete in January 2013. The public was invited to Town Hall on January 23, 2013 to view display panels selected from the Phase 1 Report, to ask questions and make comments, and to participate in an exercise designed to help gauge the level of public support for proceeding to Phase 2 of the study – preparation of heritage conservation district plans. Among the participants in the exercise there was broad support for protecting Whitby's heritage, but uncertain support for corresponding action that would protect Whitby's heritage. Since public support for proceeding to the next phase of the study was cautious, the study team recommended a public participatory planning process for one of the three prospective districts – a pilot project to see whether consensus could be reached among property owners in that prospective district. The study team recommended Werden's Plan Neighbourhood for the pilot project.
- In September 2013, Town staff organized two community meetings for residents of Werden's Plan Neighbourhood and the general public. At the September 12, 2013 session, a panel of guest speakers presented information and opinion about the experience of Brooklin property owners in the Brooklin Heritage Conservation District and about heritage conservation districts in general. At the September 24, 2013 session, participants in workshop groups discussed the kind of content they would support in a heritage conservation district plan for Werden's Plan Neighbourhood. In response to a survey distributed at the meetings and mailed to property owners in the neighbourhood, respondents supported exploring development of a heritage conservation district plan for their neighbourhood.
- On Town Council's request, staff resurveyed residents in Werden's Plan Neighbourhood in May 2014 for a larger response. Seventy-nine per cent of respondents to this second survey indicated their support. In September

2014, Town Council authorized development of a heritage conservation district plan with community input.

- Members of the Olde Whitby Neighbourhood Association – a group representing households in Werden’s Plan Neighbourhood – and a representative from Heritage Whitby Local Architectural Conservation Advisory Committee began meeting with Town staff and the study team in April 2015 to develop the content of the draft heritage conservation district plan. The draft plan was prepared according to Section 41 of the *Ontario Heritage Act*, which provides municipalities with considerable latitude in determining plan objectives and policies appropriate to their specific heritage conservation districts.
- The draft plan was reviewed in summer 2016 by Town Planning staff and a group representing Town departments, the Downtown Whitby Development Steering Committee and the Whitby Chamber of Commerce.

## 1.2 Planning Rationale

Werden’s Plan Neighbourhood, a defined geographical area which has been determined to have cultural heritage value, is a significant cultural heritage landscape. In the Provincial Policy Statement issued under Section 3 of the *Planning Act*, significant cultural heritage landscapes are resources of provincial interest; and, as such, significant cultural heritage landscapes shall be conserved. The *Ontario Heritage Act* enables municipalities to conserve significant cultural heritage landscapes by designating them as heritage conservation districts.

Although Downtown Whitby is an existing built-up area identified for intensification, Werden’s Plan Neighbourhood will remain a neighbourhood of historic low-density residential character as a feature of Downtown Whitby. By designating Werden’s Plan Neighbourhood a heritage conservation district, the Town of Whitby is appropriately directing intensification and redevelopment away from resources of provincial interest. The Heritage Conservation District Plan for Werden’s Plan Neighbourhood provides a framework for place-based

and long-term planning consistent with the intent of the Provincial Policy Statement.

### **1.3 Plan's Purpose**

The plan is a commitment between the Town of Whitby and property owners in Werden's Plan Neighbourhood to preserve the neighbourhood's small-town historic character. The plan serves as a guide to managing physical change to the neighbourhood over the long term. It applies to both the Town's public works projects in the neighbourhood and to certain private property changes defined in the plan as requiring heritage review. The plan lists types of changes which require heritage review as well as those that are exempted from heritage review. Interior alterations are not reviewed except for a few properties where their interior features are already protected by individual designation under Part IV of the *Ontario Heritage Act*. Town staff will consider proposals for demolition, alteration and new construction according to the plan's objectives, policies, guidelines and implementation strategy. The Town is obliged to manage change in the public rights-of-way and public open space with regard to their historic character. There is no fee associated with filing an application for a heritage permit.

The plan's policies do not require property owners to undertake restoration projects; but for property owners who wish to restore buildings, the plan guides them toward well-conceived and well-executed projects.

The plan's policies do not prohibit redevelopment in the neighbourhood, but new construction is restricted to additions to existing buildings or to new single-detached dwellings on sites identified for building replacement.

The aim of the plan is to conserve the neighbourhood's existing historic character and to enhance it when each new improvement is carried out.

### **1.4 Boundaries of the Planning Area**

The plan applies to the area designated by by-law as a heritage conservation district. The map which follows illustrates the district's boundaries in blue (Panel

1). Another map, annotated and illustrated with historic images, depicts features which are important in delineating the boundaries of Werden's Plan Neighbourhood District (Panel 2).

Named after Asa Werden's plan of subdivision laid out in 1854, the district covers somewhat less than half of the plan of subdivision (the plan's western part). The district also includes a cluster of lots in Radenhurst's and Wallace's Plans, similarly from the mid-nineteenth century.

The district's linear shape reflects the town's early growth along Brock Street southward to Port Whitby, and the district's location west of Brock Street South recognizes the fact that nineteenth-century development was concentrated west of Brock Street where the county buildings were placed.

A row of historic houses along Colborne Street West, some in commercial use, and the Whitby Central Library are at the northern limit of the district. The southernmost property in the district is an historic cottage terminating the eastward view on James Street. In the east, historic Brock Street South encloses the district; but north of Ontario Street West, properties along Brock Street and a few facing Byron Street South are excluded. Their architectural character contrasts with the district's prevailing historic character of single-detached houses interspersed with institutional landmarks. The district's western boundary is Henry Street, matching the western limit of Werden's Plan.

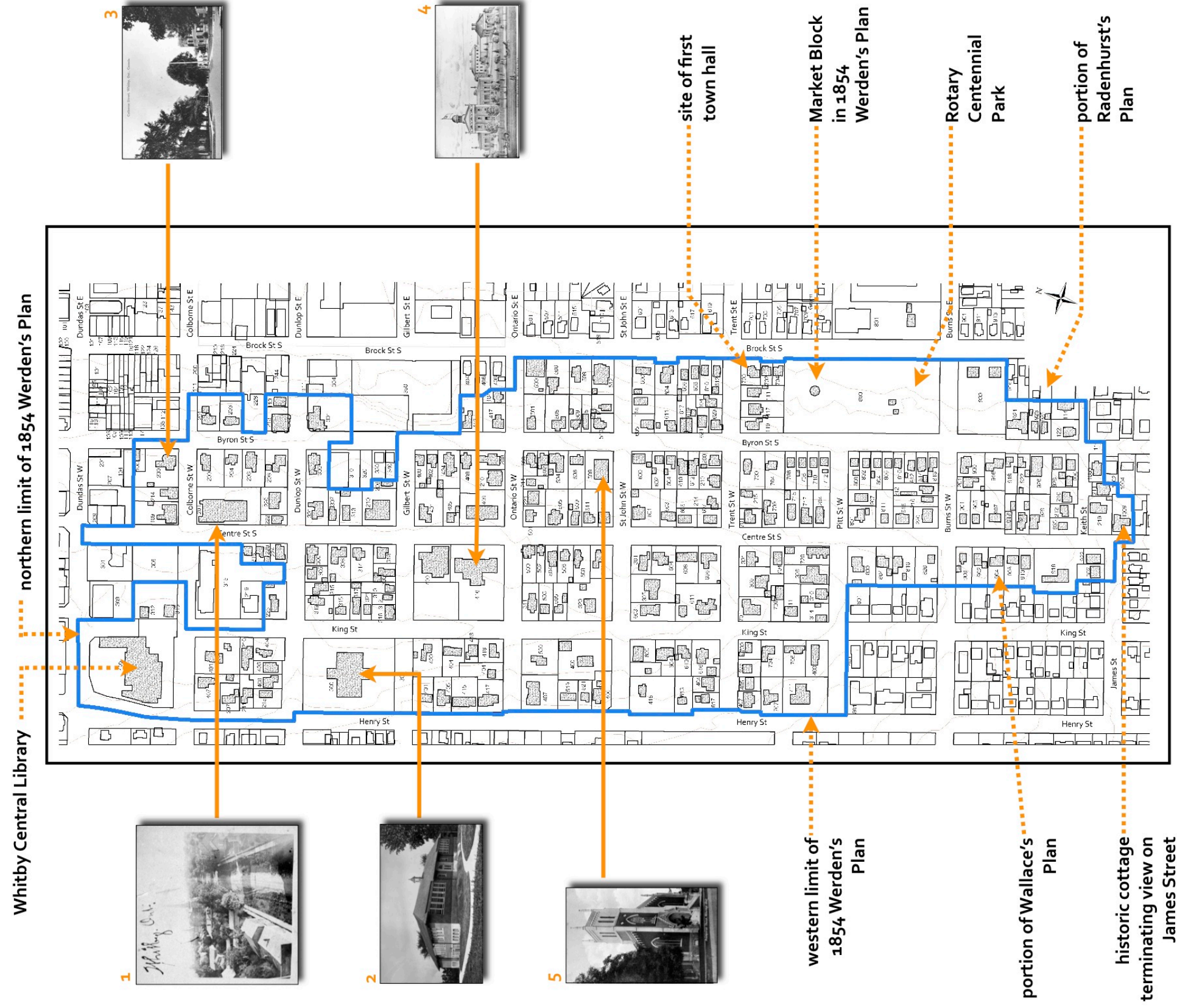
The district has five historic landmarks – the Methodist Tabernacle (St. Mark's United Church), King Street School (renamed R.A. Sennett School and now slated for a new use), the Ontario County Registry Office, the Ontario County Courthouse (Centennial Building) and St. Andrew's Church of Scotland (St. Arsenije Sremac Serbian Orthodox Church). Also included is a contemporary landmark – the Whitby Central Library – where the third town hall had stood. In addition, Rotary Centennial Park located between Brock Street South and Byron Street South is found in the district. It encompasses most of the first purchase of property by the Town of Whitby, which acquired the Market Block and other land in Werden's Plan for a town hall, public market and municipal park. The site of



the first town hall (1856-79) is immediately north of Rotary Centennial Park at the southwest corner of Brock Street South and Trent Street West.

Werden's Plan Neighbourhood District, containing 250 properties, boasts the greatest number of historic residential streetscapes in Downtown Whitby.

## Panel 2 – Map depicting features important in delineating district boundaries



1-Harry Dundas Howden, "Whitby looking south from steeple of All Saints' Anglican Church, c. 1900," Whitby Public Library, 22-000-035, ourontario.ca, 44,184. Note the Methodist Tabernacle before its spire was lost in 1929.

2-"King Street School," 1923, Whitby Public Library, 10-010-038, ourontario.ca, 70067.

3-"Colborne Street Looking West, c. 1913," Whitby Public Library, 16-000-005, ourontario.ca, 73088.

4-"Ontario County Buildings," in the *Illustrated Historical Atlas of the County of Ontario, Ont.*, 1877, Whitby Public Library, 07-001-002, ourontario.ca, 67614. Note the jail between the courthouse and registry office.

5-"St. Andrew's Presbyterian Church (Whitby), 1908," Whitby Public Library, 09-005-001, ourontario.ca, 54329.

## 1.5 Heritage Planning, Land Use Planning and Public Works in the District

In Werden's Plan Neighbourhood, matters relating to the *Planning Act* – official plan and secondary plan policies, zoning provisions, the subdivision of land, and so on – will be managed consistently with the implementation of the Heritage Conservation District Plan for Werden's Plan Neighbourhood.

According to the *Ontario Heritage Act*, the Heritage Conservation District Plan for Werden's Plan Neighbourhood prevails over other planning documents when a conflict may arise between the plan's wording and the wording in the official plan, secondary plan, zoning by-law and so on.

In the event of a conflict between the Heritage Conservation District Plan for Werden's Plan Neighbourhood and a municipal by-law that affects the neighbourhood, the plan prevails to the extent of the conflict; but in all other respects the conflicting by-law remains in full force.

The Town of Whitby will not carry out any public work in the neighbourhood that is contrary to the objectives set out in the plan or pass a by-law that is contrary to the plan's objectives.

## 1.6 Properties Designated under Part IV of the *Ontario Heritage Act*

The following properties designated individually under Part IV of the *Ontario Heritage Act* prior to the designation of the neighbourhood as a heritage conservation district are subject to the plan's objectives, policies, guidelines and implementation strategy:

- 604 Brock Street South;
- 900 (910) Brock Street South;
- 208 Byron Street South;
- 300 Byron Street South;
- 402 Byron Street South;
- 404 Byron Street South;
- 413 Byron Street South;

- 501 Byron Street South;
- 508 Byron Street South;
- 301 Centre Street South;
- 400 Centre Street South;
- 401 Centre Street South;
- 416 Centre Street South;
- 513 Centre Street South;
- 800 Centre Street South;
- 312 and 316 Colborne Street West (merged as 312 Colborne Street West);
- 319 Dunlop Street West;
- 306 Gilbert Street West;
- 219 Keith Street;
- 300 King Street;
- 400 King Street;
- 600 King Street;
- 616 King Street; and,
- 210 Trent Street West.

Interior features described in the Part IV designation by-laws for 900 (910) Brock Street South, 501 Byron Street South, 508 Byron Street South, 400 Centre Street South, 416 Centre Street South, 306 Gilbert Street West, 219 Keith Street and 600 King Street remain protected under Part IV of the *Ontario Heritage Act*. These are the only neighbourhood properties whose interior features are protected under the *Ontario Heritage Act*.

## 1.7 Definitions

The following terms have a specific meaning in this plan.

- “Complementary property” is one of three classes created to describe the relative significance of property in the neighbourhood. This class of properties includes properties dating, or appearing to date, from the mid-twentieth century or later (built after 1950). Complementary property is property from this time period and that is compatible with the district’s

historic character. Compare to “historic property” and “uncharacteristic property” – the other two classes of property in the neighbourhood.

- “Complementary property (exemplary)” is a sub-class within the “complementary property” class of property. The few properties in this sub-class are good examples of architectural styles built in the mid-twentieth century and later or have a special historical association. All other properties in the “complementary property” class are referred to as “complementary property (usual).”
- A “condition assessment”, sometimes called a building assessment, is a report by a building specialist who is qualified by the Canadian Association of Heritage Professionals and who comprehensively records the physical condition of a building, notes deficiencies, prescribes treatments, and prioritizes remedial work in a logical, phased sequence.
- A “cultural heritage impact assessment” is a report prepared by a qualified heritage specialist or specialists to assess the impact of a proposal on cultural heritage value.
- “External Insulation and Finish System (EIFS)” is a synthetic wall cladding product that incorporates foam plastic insulation and thin synthetic coatings. It is not roughcast plaster, which was traditionally applied on a number of buildings in the neighbourhood. Nor is it stucco although EIFS is often confused with it.
- “Historic property” is one of three classes created to describe the relative significance of property in the neighbourhood. This class of properties includes those developed when Whitby was a stable small town, before its expansion in the mid-twentieth century. It excludes those properties built during the historic period but which have been greatly or irreversibly altered. Compare to “complementary property” and “uncharacteristic property” – the other two classes of property in the neighbourhood.

- A “house form” means a building that was constructed as a single-detached house but whose current use may be different from single-detached residential use.
- A “modified rural section” is a road cross section like a “rural section” except that perforated subdrains are added at the roadway’s edges for drainage of the roadway’s granular base course.
- A “rural section” is a road cross section where there are grass or asphalt shoulders or open grass ditches on the edges of the roadway. Streets with a rural section contrast with streets having an “urban section.”
- A “significant tree” is a tree that is visible from the street and whose trunk measures 30 centimetres (about one foot) or more in diameter at 1.4 metres (about 4 ½ feet) above ground level.
- “Uncharacteristic property” is one of three classes created to describe the relative significance of property in the neighbourhood. In this class, properties are neither “historic” nor “complementary.” Compare to “historic property” and “complementary property” – the other two classes of property in the neighbourhood.
- “Urban section” means a road cross section where the roadway is bounded by a concrete barrier curb and a gutter. Streets with an urban section contrast with streets having a “rural section.”

## 1.8 Organization of Plan

As a framework for preserving the neighbourhood’s small-town historic character, the plan offers:

- In Section 2, a history of the neighbourhood’s development, an explanation of why the neighbourhood is important, and a description of the attributes that contribute to its importance;

- In Section 3, an overarching goal for the neighbourhood's conservation and a set of objectives that elaborate on the goal;
- In Section 4, policies that the Town and property owners will follow to conserve and enhance the neighbourhood's historic character;
- In Section 5, guidelines providing advice to property owners and the Town that will help them reach the intent of the plan's policies; and,
- In Section 6, a strategy that the Town and property owners will use to carry out the policies and achieve the plan's goal and objectives.



## 2.0 District's Historic Character

The Town of Whitby and the private property owners of Werden's Plan Neighbourhood recognize the neighbourhood's special place in the history of Whitby.

### 2.1 A History of the District in Milestones

The history of Werden's Plan Neighbourhood is told in the context of its place in the Town of Whitby. The history is presented chronologically by a series of milestones in the neighbourhood's development.

1795 – Augustus Jones surveyed the Township of Whitby (earlier called Norwich) into a grid of 200-acre lots, each 20 chains across and generally 100 chains deep. The long rectangular farm lots were bounded by east-west concession lines and north-south side road allowances. The second concession line became Dundas Street, and the side road allowance between Lots 26 and 27 became Brock Street.

1800 – Contractor Asa Danforth, Jr. cleared a road through the bush between York (Toronto) and the mouth of the Trent River, passing through Whitby Township.

1817 – Following the route of the deteriorated Danforth Road in places and along the second concession line in Whitby Township, the Kingston Road opened (known as Dundas Street in Whitby). The Kingston Road made long-distance land transportation between Kingston and York possible for the first time.

1821 – Asa Werden, a Bay of Quinte pioneer with extensive properties in Prince Edward County, bought two hundred acres of beech-covered land south of Dundas Street.

1828 – The government authorized the opening of a road north from Big Bay on Lake Ontario (along Brock Street) towards Brock Township and east to Lake Scugog.



1831 – The government declared the harbour at Big Bay a port of entry.

1835 – The government instructed J.G. Chewitt and Hugh Richardson to survey a grid-like plan of a village named Windsor at the head of Big Bay harbour.

Windsor, later called Port Whitby to avoid confusion with Windsor in southwestern Ontario, was laid out the same year as Port Credit on its harbour west of Toronto. The village's main street connected to Brock Street and the Scugog Road.

1836 – Peter Perry, who had represented the riding of Lennox and Addington in the Legislative Assembly, moved westward after his electoral defeat to his 200-acre farm in Whitby Township. At the northeast corner of Dundas and Brock Streets, he opened a general store painted red and bearing a sign in white letters: "Peter Perry at Home." Strategically located on the main east-west road and the road north from the harbour, the Red Store was the genesis of a crossroads settlement which became known as Perry's Corners.

1845 – Perry persuaded the government to improve the Scugog Road (or Centre Line), linking his interests at the port, the Red Store at Dundas and Brock Streets, his store and settlement on Lake Scugog (Port Perry) and the hinterland beyond.

1846 – Perry determined to develop the hub of his prosperous network of stores and storehouses – the crossroads settlement of about 500 inhabitants at Dundas and Brock Streets. He commissioned surveyor John Shier to lay out a plan of subdivision on his land north of Dundas Street.

1852 – Perry and others advocated that the eastern townships of York County separate and form a new county with Whitby as its municipal centre. (The village centred on Dundas and Brock Streets and the village at the harbour had both been renamed Whitby for the township in which they were located.) Perry did not live to see the establishment of Ontario County, but a year after Perry's death Ontario County Council started meeting in Whitby. The choice of Whitby as County Town elevated its status from a purely commercial centre to a central place with the county courthouse, jail and land registry office. In addition to Cumberland & Storm's imposing Greek Revival courthouse on Centre Street (the

centre line of Lot 27), Whitby became attractive to lawyers, judges and other professionals who would build their houses here.

1854 – Asa Werden commissioned John Shier to subdivide the 200 acres he had bought south of Dundas Street in 1821 into uniform square blocks of eight nearly identical lots in each (see plan placed following milestones). The grid of 64 full blocks and another eight half blocks extended from the line between Lots 25 and 26 in the east (east of Peel Street) to the line between Lots 27 and 28 in the west (Henry Street). From Dundas Street, “Werden’s Plan” extended southward to the centre of the first concession (south of Burns Street). The square blocks in Werden’s Plan – the second plan of subdivision registered in the Town of Whitby – contrasted to the rectangular blocks in Perry’s Plan, and the north-south streets in Werden’s Plan did not align with the north-south streets in Perry’s; only Byron Street ran straight through.

1855 – Whitby’s designation as the County Town sparked great land speculation and rapid population growth. So did anticipation of the Grand Trunk Railway connecting Montreal and Toronto. Plans of subdivision were registered for lands east, west and north of Perry’s Plan and south of Werden’s Plan, so far south that subdivided lots reached the lots in Port Whitby. Contractor James Wallace’s Plan extended south of Werden’s Plan and west of Centre Street, and entrepreneur John Radenhurst’s Plan extended south of Werden’s Plan between Centre and Brock Streets. Radenhurst’s Plan in particular fostered a linear pattern of development along Brock Street. Farmers surrounding the subdivided lands wanted to be included in the proposed Town of Whitby in order to take advantage of the boom; and when the Town was incorporated with 2,300 inhabitants it encompassed 4,240 acres – mostly in farmland. Considerably south of the commercial centre at Dundas and Brock Streets and some blocks south of the Ontario County buildings, the newly incorporated Town established a town park and public market on the west side of Brock Street at Burns Street (now called Rotary Centennial Park).

1857 – The boom in Whitby ended with the financial panic of 1857, the first worldwide economic crisis. After the Crimean War was over, the price of grain had fallen with the decline in demand from Europe. Speculation in real estate

was another contributing factor in the panic of 1857. Emerging towns in the Great Lakes region, that had expanded quickly in the preceding good years, saw real estate values plummet. The effect was so severe that, in Whitby, development stalled and remained slow until the mid-twentieth century.

1859 – Although the town had stopped expanding, incremental building improvements to the townscape continued. St. Andrew’s Church of Scotland (now St. Arsenije Sremac Serbian Orthodox Church) was opened in 1859 at Byron and St. John Streets. All Saints’ Anglican Church on Dundas Street, immediately north of the neighbourhood, was built in 1865-66, with its 150-foot landmark spire erected in 1870 commanding the view up Centre Street. The Methodist Tabernacle of 1876 at Centre and Colborne Streets (St. Mark’s United Church) reflected the spire atop All Saints’ Church with double spires of its own.

1877 – By the late nineteenth century, Whitby had developed into a small town of considerable brick, brick-veneer and frame buildings concentrated west of Brock Street. A low-rise skyline was punctuated by soaring church spires and the cupola atop the county courthouse. As if to signify that the community was established and past the pioneer era, a municipal plan compiling all the registered plans of subdivision was drawn in 1877 and registered in 1878 (see plan following milestones). Many of the subdivided town lots, however, remained vacant.

1917 – The Province of Ontario designated the Kingston Road between the Rouge River and Port Hope the first section in the first numbered provincial highway – Highway 2 – which eventually crossed Ontario from the Quebec border to the border with Michigan.

1922 – The Province designated Brock Street north of Highway 2 as Highway 12, which was eventually extended to Midland on Georgian Bay. The corner of Brock and Dundas Streets found itself at the intersection of two provincial trunk highways, which were paved in asphalt through the central business district. In the neighbourhood, houses and institutional buildings remained dispersed across the generous supply of lots (following the milestones, see sample sheet from the 1923 fire insurance plan, which records the neighbourhood’s very low density).

The most recent addition to the neighbourhood's collection of institutional buildings was King Street School (R.A. Sennett School), a brick public school erected in 1921 to replace the Henry Street School of 1854, which had been destroyed by fire.

1947 – The Province opened the Toronto-Oshawa Highway, designated Highway 2A and later numbered Highway 401, to divert traffic from congested Highway 2 to a new four-lane roadway in its own alignment farther south. The Toronto-Oshawa section of Highway 401 was the province's first true controlled-access highway (the earlier Queen Elizabeth Way was not). While connecting Whitby to a four-lane transportation corridor eventually crossing Ontario, Highway 401 created a physical and visual barrier between the town centre of Whitby and its port. Within a few years of the highway opening, industrial plants began locating south of the highway along the lakefront. At mid-century, the built-up part of the town was still contained within its nineteenth-century footprint (see 1952 topographical plan following the milestones), but residential building in the town centre had started to pick up. By the time of the town's centennial in 1955, Whitby was growing again after decades of stability.

1960 – The Town left its three-storey block at Brock and Colborne Streets for a new one-storey municipal building at Dundas and Henry Streets.

1964 – A new county courthouse opened at the third concession line (Rosland Road) and Garden Street, shifting the courts and county administration away from the town centre.

1967 – Town Council, at the urging of its citizens, converted the abandoned county courthouse on Centre Street to a community centre as Whitby's project to celebrate the centenary of Confederation. Spared from demolition and adapted to a new use, the Centennial Building project ensured preservation of the neighbourhood landmark.

1968 – The town and township of Whitby were amalgamated. The old town centre was changing in the face of rapid urbanization. Lots that had never been developed were infilled, leaving the buildings of the nineteenth and early

twentieth centuries amid the bungalows of the mid-twentieth century. As well, some properties on the northerly and easterly edges of the neighbourhood were developed with buildings much different in character from the prevailing small-town ambience. Walk-up apartments and apartment blocks were placed next door to historic houses. Shopping plazas with front-yard parking lots were built on Brock Street South, south of Colborne Street. Taller or larger buildings along Dundas Street emphasized the divide between the street and block patterns of Perry's Plan north of Dundas and Werden's Plan south of Dundas.

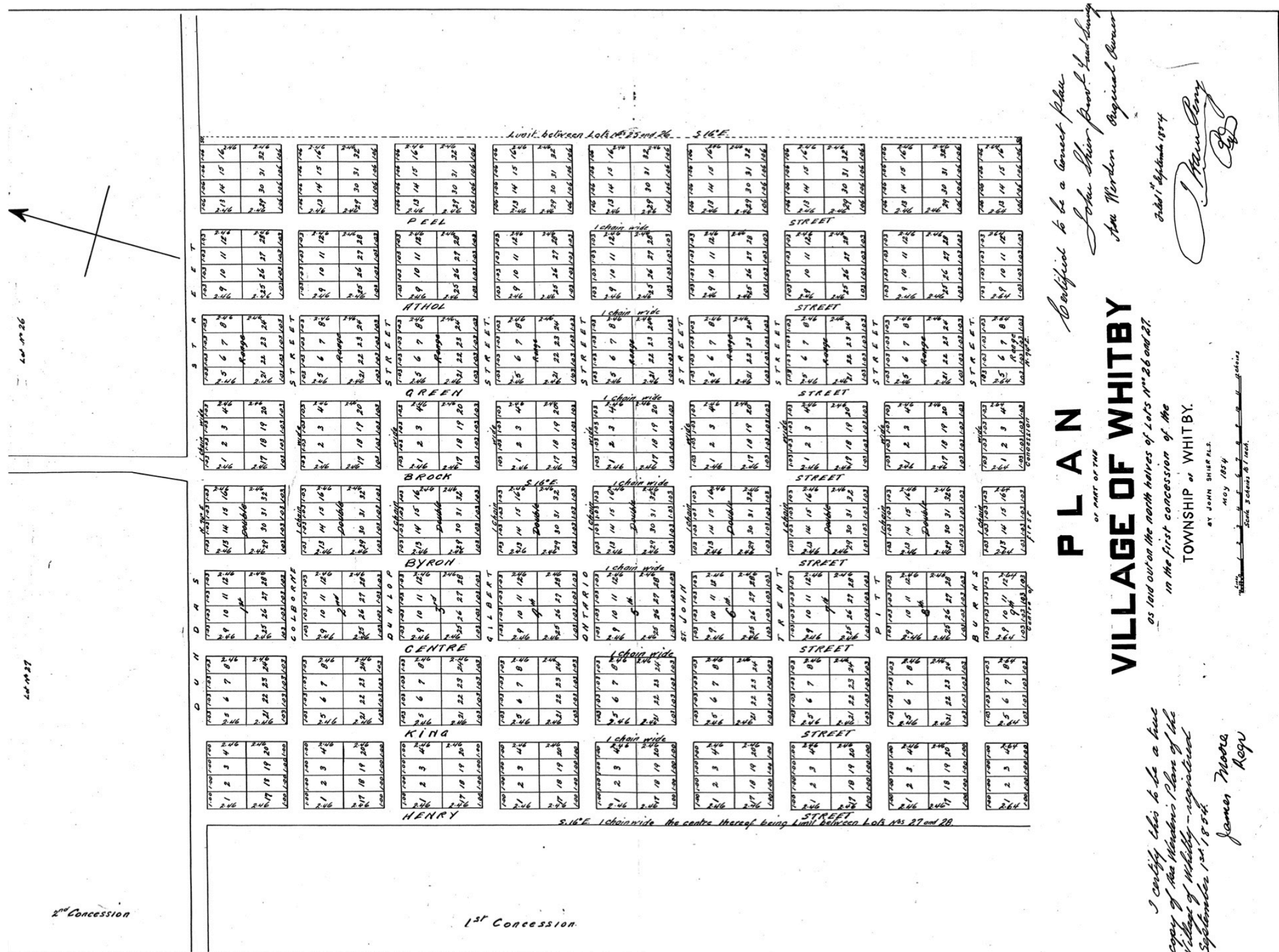
1977 – A new municipal centre for the amalgamated town and township opened on Rossland Road, joining the courthouse which had relocated there a decade earlier. The location of the courthouse and the beautiful new municipal centre designed by Raymond Moriyama displaced Whitby's administrative function from the town centre.

2005 – The place-making central library, designed by Shore Tilbe Irwin + Partners, opened on Dundas Street on the site of the former municipal building. The library returned a public function to the town centre and Werden's Plan Neighbourhood.

2013 – The Jabez Lynde House, the oldest surviving house in Whitby, was relocated to Rotary Centennial Park.

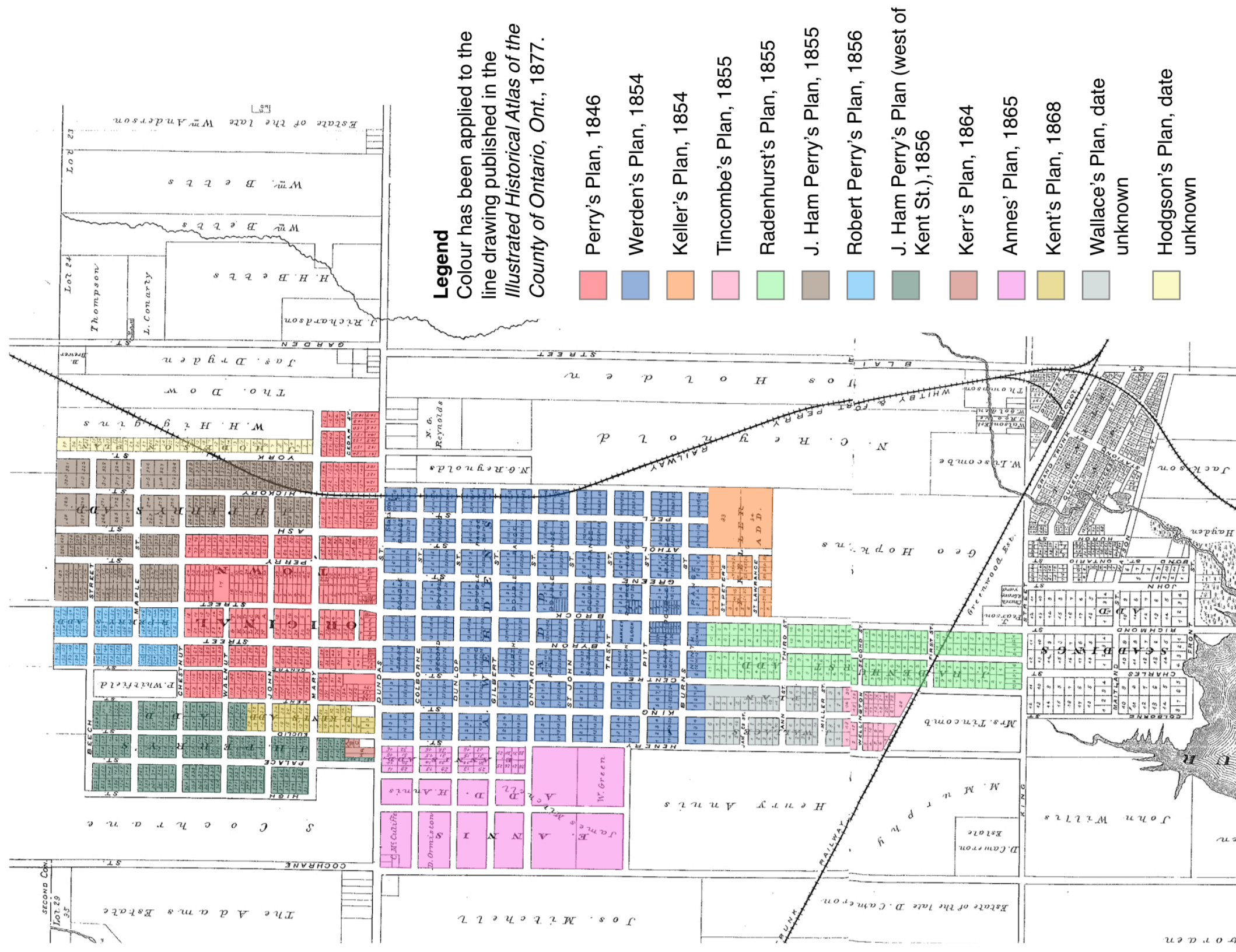
The following four panels, arranged chronologically, illustrate the history (Panels 3, 4, 5 and 6).

Panel 3 - John Shier, "Plan of Part of the Village of Whitby as laid out on the north halves of Lots Nos. 26 and 27. in the first concession of the Township of Whitby," May 1854, Durham Land Registry Office.



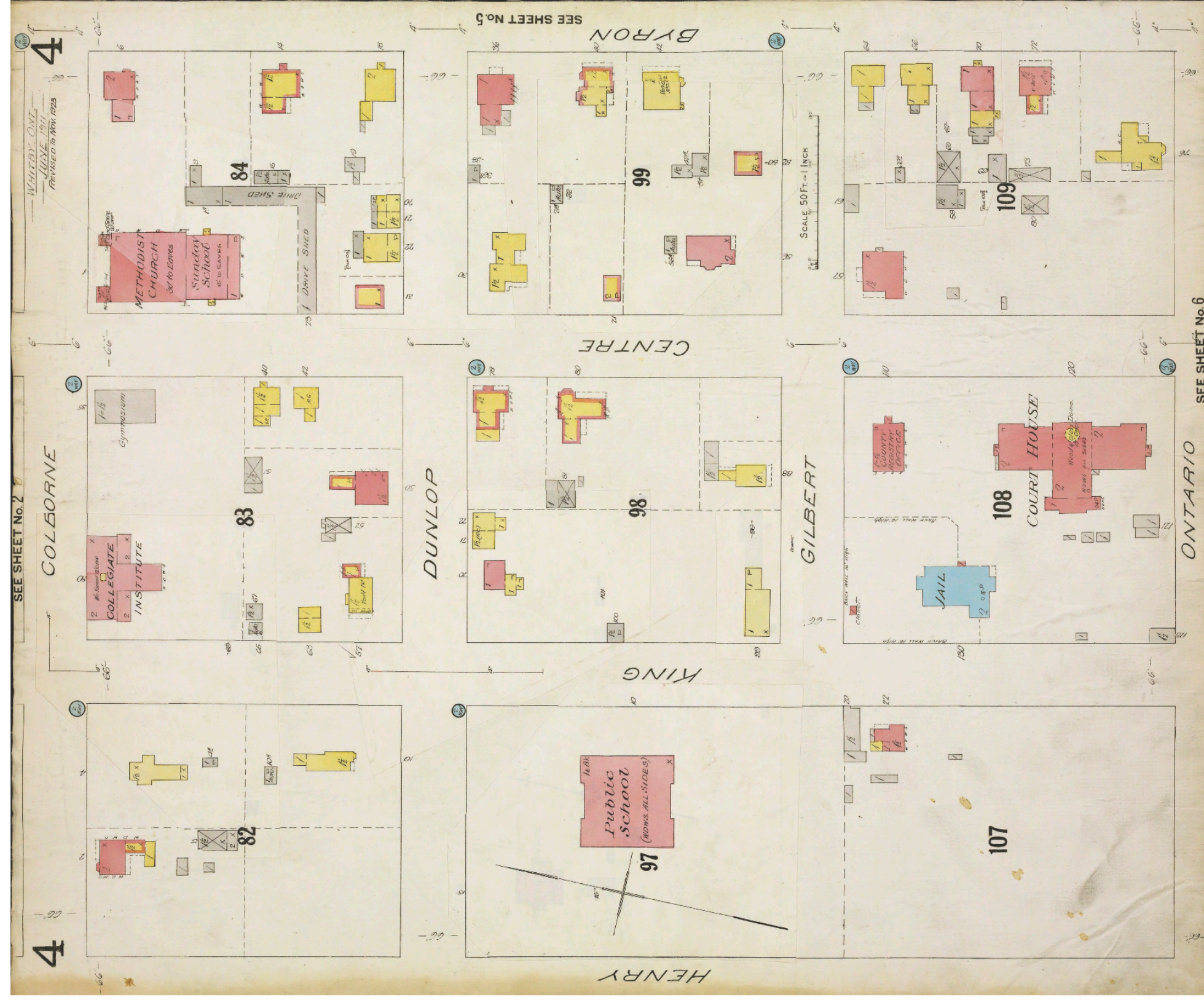


Panel 4 – Plans of subdivision compiled in the municipal plan drawn in 1877 and registered in 1878.



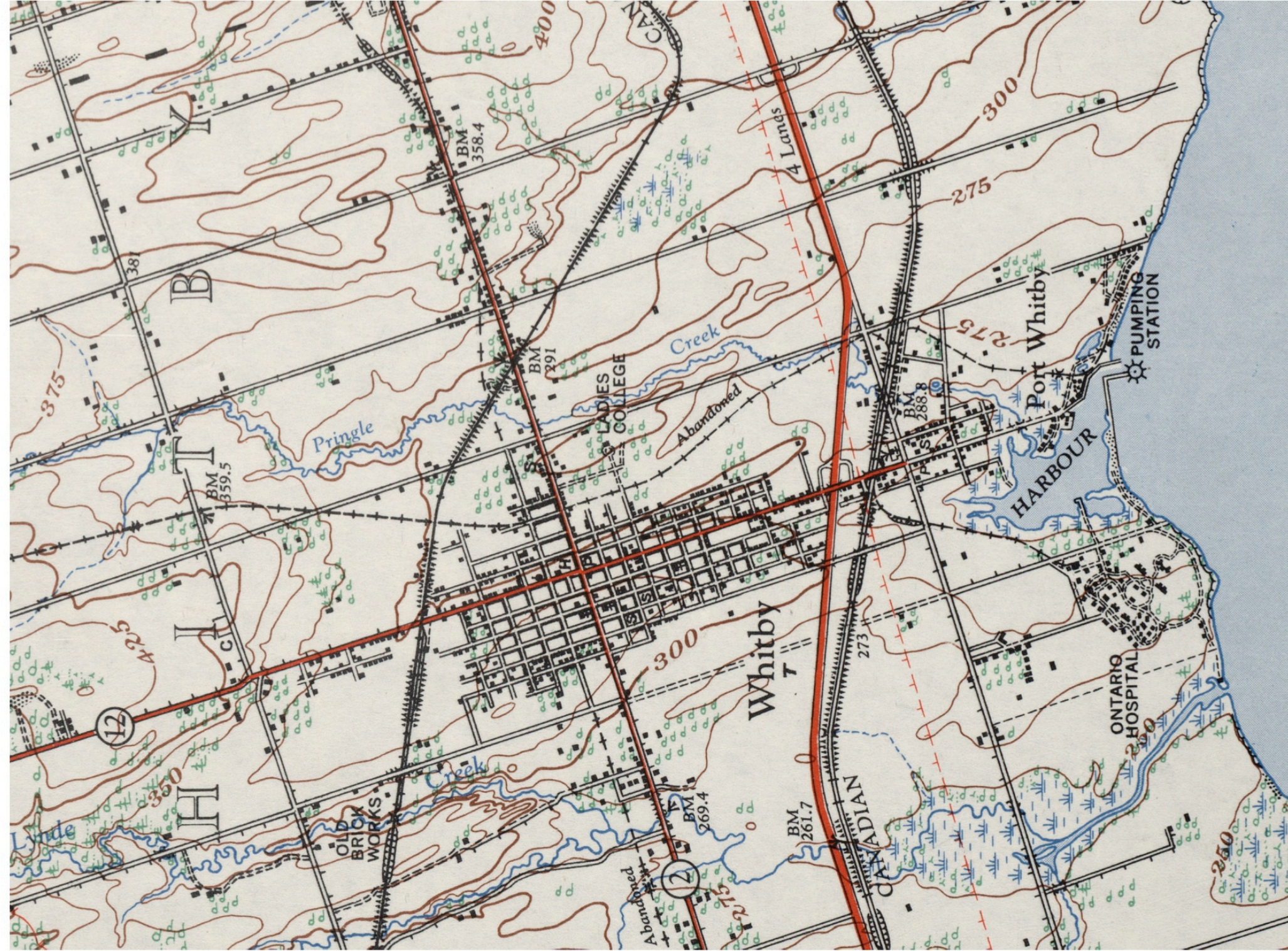


Panel 5 – Underwriters' Survey Bureau, "Whitby, Ontario County, Ont." (Toronto & Montreal: Underwriters' Survey Bureau, Jun. 1911, revised to Nov. 1923), pl.4, Archives of Ontario, C234, N-649, F06760.





Panel 6 – Canada, "Oshawa, Ontario, 30M/15 East Half," 1952, Toronto Reference Library.





## 2.2 Statement on the District's Cultural Heritage Value

The reasons why Werden's Plan Neighbourhood has cultural heritage value are explained in the summary below.

Werden's Plan Neighbourhood District retains many features from Whitby's unusually long historic period (mid-nineteenth century to mid-twentieth century) during which time Whitby remained a stable small town whose built-up part was confined to its nineteenth-century footprint. The greatest number of historic residential streetscapes in Downtown Whitby are concentrated here. Landmarks of local and provincial importance are identified with Whitby's status as the County Town. Publicly accessible open space and other public assets contribute to the district's value.

The district encompasses somewhat less than half of the plan of subdivision Asa Werden commissioned for his lands south of Dundas Street in 1854 – the second plan of subdivision registered in the Town of Whitby. At the southern end of the district, a cluster of lots in Radenhurst's and Wallace's Plans – also registered before the composite Municipal Plan was created in 1877/78 – complete the district.

Most of the buildings in Werden's Plan Neighbourhood District are single-detached houses. Erected from the mid-nineteenth century onward, the houses display a wide range of traditional architectural styles. There are good, well-preserved examples of styles from Whitby's historic period. These express the domestic aspirations of the Town's inhabitants in the historic period, and today they enrich our understanding and experience of place and time as we walk beside them. There are as well a few houses built after the mid-twentieth century that are architecturally interesting or have an historical association and many more that complement the district's historic houses.

Many houses are modest in size, several are quite small, and a number are generously sized. The mix of house sizes indicates a social mixing characteristic of small towns. Larger houses in the historic period were set on correspondingly large lots – as spacious as a quarter, a half or all of a town block – giving them

space for viewing from the street. Some very large house lots still exist in the district, maintaining the private open space pattern of old Whitby. Regardless of size, houses are usually set in a liberally sized green envelope of lawn, trees and shrubs.

While variation in style and size is apparent, the district's houses share many similarities that unite them:

- The main facade parallelling the street is set back behind a front yard – a green forecourt to the house. The front yard, deeper backyard and ample side yards support mature tree specimens that offer great visual and human health benefits. The placement of a detached garage back of the house and a driveway to the street in a side yard preserves the front yard's green space.
- Houses stand one, one-and-a-half or two storeys tall. Rarely does a house reach two-and-a-half storeys.
- Gable or hip roofs of varying pitch predominate.
- Where brick is used as wall cladding, shades of red, or less frequently buff, brick predominate. There are a few examples of dichromatic brick, where red brick is in the body and buff brick is for the trim. In addition, other colours of brick from the twentieth century – brown, light grey and charcoal – are present. Other types of historic wall cladding include clapboard, flush horizontal board, shingle, and roughcast plaster.
- Commonly, some form of front porch – either open or enclosed – shelters the entrance to the house. A variety of authentic porch designs is found throughout the district. A flat-headed doorway (or sometimes a doorway headed by a shallow segmental arch) is often placed in or near the centre of the front facade. Windows are usually flat headed or headed by a shallow segmental arch.

Adding to the district's visual interest, a few residential properties contain frame outbuildings and one has a detached brick garage.

Amid the district's single-detached houses are five historic landmarks – the Methodist Tabernacle (opened in 1876 and now known as St. Mark's United Church), King Street School (from 1921, renamed R.A. Sennett School, and slated for a new use), the Ontario County Registry Office (from 1873 and currently vacant), the Ontario County Courthouse (1854 with additions in 1866 and 1910 and since 1967 called the Centennial Building) and St. Andrew's Church of Scotland (opened in 1859 and now used by the Serbian Orthodox parish of St. Arsenije Sremac). In addition, the Whitby Central Library (opened in 2005) at the northwest corner of the district is a contemporary landmark standing where the third town hall had been.

Public open space in the district includes the hard landscape of the library square (called Celebration Square) and the green landscape of Rotary Centennial Park. Defining the southeastern edge of the district, the parkland covers most of the first purchase of property by the Town, which acquired the Market Block and other land in Werden's Plan for a town hall, public market and municipal park. The site of the first town hall (1856-79) is immediately north of the park at the southwest corner of Brock Street South and Trent Street West – land originally in the purchase. As well as these, the courthouse square which includes a parking lot on the site of the old county jail, the schoolyard of the former R.A. Sennett School and the unopened right-of-way for Gilbert Street West between King and Henry Streets are valuable public assets.

Centre Street South that stretches from the district's north end to its southern limit offers the best view in the district. Looking northward, the view focusses on All Saints' Anglican Church at Dundas and Centre Streets, immediately north of Werden's Plan Neighbourhood. In the district's northernmost blocks, the long view of the church becomes more complex with the interplay between it and St. Mark's United Church.

Because of the placement of the old County Courthouse facing Centre Street South, views of it are much less pronounced although interesting all the same. The cupola atop the courthouse comes into view when quite close to it. Near Ontario Street West, the courthouse cupola and the spire of All Saints' Church can be viewed together. From the front driveway of the former R.A. Sennett

School, the courthouse cupola can be glimpsed. Similarly, the golden dome atop St. Arsenije Sremac Church can just be glimpsed from Rotary Centennial Park above the trees. Furthermore, the district affords a diminutive view on James Street toward the historic cottage at 1009 Centre Street South.

Silver Maple and Sugar Maple street trees, and to a lesser extent non-indigenous species, frame long views and everywhere enhance the small-town character still evident in the district. Whitby was known for its shade trees in its historic period.

Also characteristic of older small towns and villages and of value in sustaining the tree canopy, many district streets show a “rural section” with shoulders or ditches (as opposed to a constructed “urban section” of curb and gutter).

## **2.3 Description of Heritage Attributes**

### **2.3.1 Patterns among Residential Buildings, Views of Historic Landmarks, Character of the Public Realm and Features of Private Open Space**

Attributes contributing to the district’s cultural heritage value are further described in the following set of illustrated panels (Panels 7, 8, 9 and 10) .

## Panel 7A – What patterns exist among the residential buildings in Werden’s Plan Neighbourhood District?

### Built Form

In Werden’s Plan Neighbourhood District, almost all the buildings are single-detached houses.

### Placement on Lot

Houses are set in a green envelope. The main facade paralleling the street is set back behind a front yard. There is some variation in front yard depth along the street. The majority of houses have a deeper backyard than front yard. Many houses have ample side yards.

### Height and Size

Houses stand one, one-and-a-half or two storeys tall. Rarely does a house reach two-and-a-half storeys. Many houses are modest in size, several are small, and a number are generously sized. The mix of house sizes indicates a social mixing characteristic of small towns.

### Roof Shape, Pitch and Covering

Gable or hip roofs of varying roof pitch predominate. There are also unusual types suited to particular architectural styles, e.g., a mansard on a Second Empire, a crenellated parapet on a Picturesque Gothic and a gambrel on a Dutch Colonial Revival. The common choice of roof covering is asphalt shingle in earth tones.

### Wall Material Cladding

Where brick is used as wall cladding, shades of red, or less frequently buff, brick predominate. There are a few examples of dichromatic brick, where red brick is in the body and buff brick is for the trim. In addition, other colours of brick from the twentieth century – brown, light grey and charcoal – are present. Other types of historic wall cladding include clapboard, flush horizontal board, shingle, and roughcast plaster.

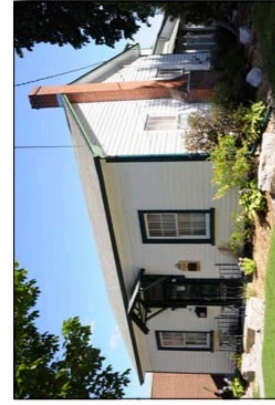
### Fenestration

Commonly, some form of front porch – either open or enclosed – shelters the entrance to the house. A variety of authentic porch designs is found throughout the district. A flat-headed doorway (or sometimes a doorway headed by a shallow segmental arch) is often placed in or near the centre of the front facade. Windows are usually flat headed or headed by a shallow segmental arch. There are a small number of bay windows, very few accent windows and very few dormer windows.

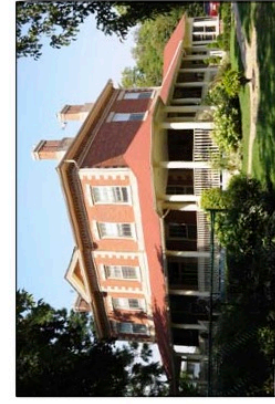
### Architectural Style

The district contains a diverse collection of styles – an array from the mid-nineteenth century onward. Good contemporary design is still apparent in the district, for example, the house at 611 King Street. Although the stylistic expression of houses varies widely, common architectural patterns unify them.

### From the Nineteenth Century



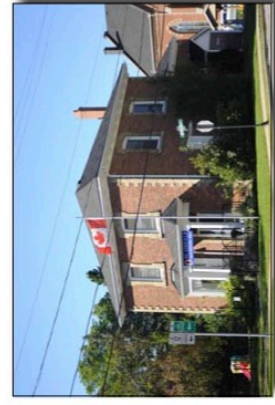
Neoclassical  
413 Byron Street South



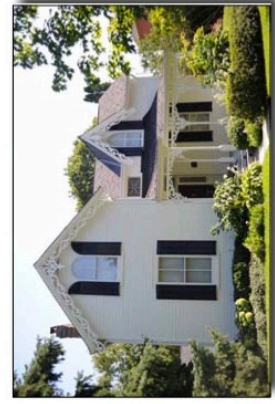
Classical Revival  
918 Centre Street South



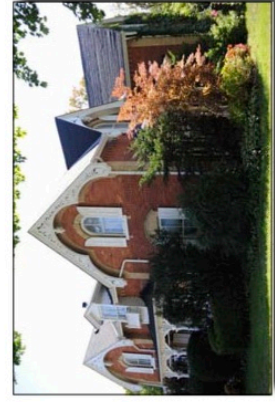
Regency (Cottage Version)  
800 Centre Street South



Italianate  
200 Byron Street South



Gothic Revival  
301 Centre Street South

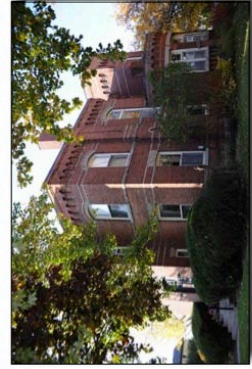


High Victorian Gothic  
401 Centre Street South

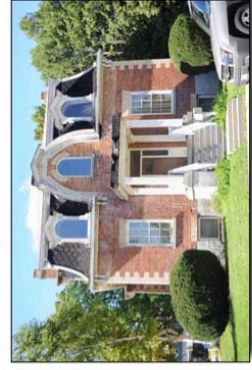


## Panel 7B – What patterns exist among the residential buildings in Werden’s Plan Neighbourhood District?

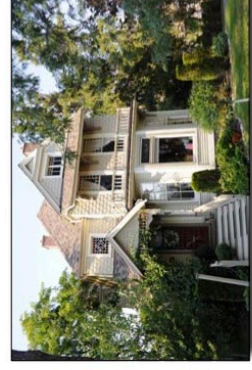
From the Nineteenth Century (continued)



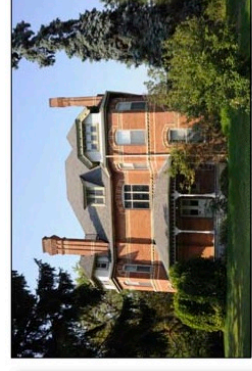
Picturesque Gothic  
200 Colborne Street West



Second Empire  
408 Byron Street South



Queen Anne  
404 Dunlop Street West

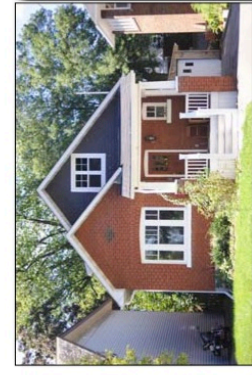


Victorian Eclectic  
320 St. John Street West

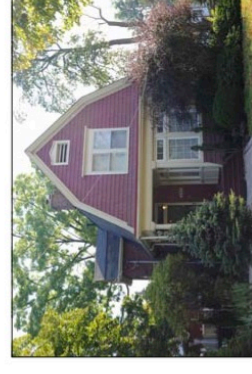
From the Early Twentieth Century



Edwardian Classical  
612 Brock Street South



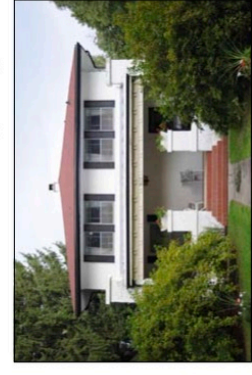
Arts and Crafts Bungalow  
502 Byron Street South



Dutch Colonial Revival  
225 King Street

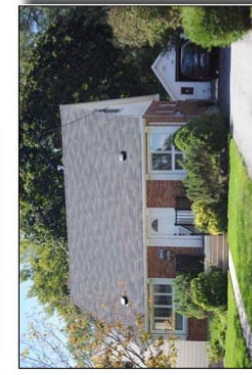


Georgian Revival  
201 Byron Street South

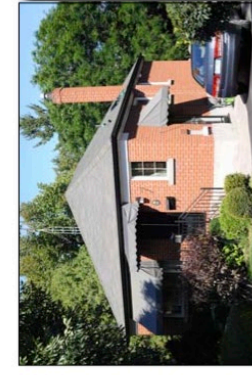


Prairie School  
400 St. John Street West

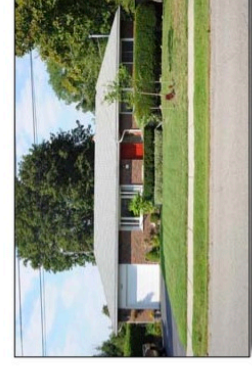
From the Mid-Twentieth Century



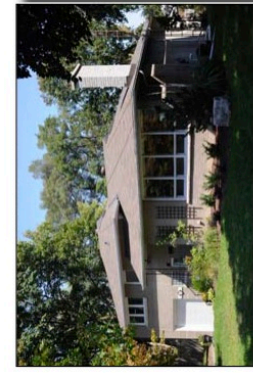
Victory Bungalow  
602 Byron Street South



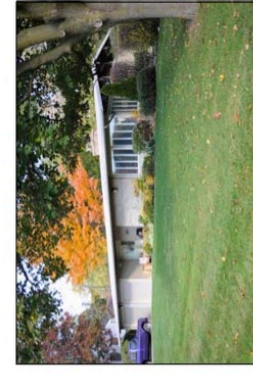
Mid-twentieth Century Bungalow  
811 Centre Street South



Ranch-style Bungalow  
404 King Street

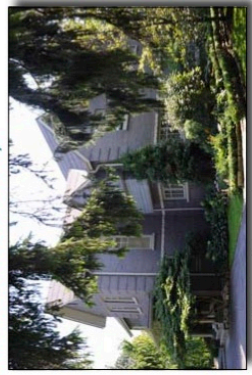


Split Level  
603 Centre Street South



Contemporary  
711 Henry Street

From the Late Twentieth Century



611 King Street



## Panel 8A – Where are the views of historic landmarks in Werden’s Plan Neighbourhood District?

### All Saints’ Anglican Church immediately north of Werden’s Plan Neighbourhood District

The landmark most prominently viewed in Werden’s Plan Neighbourhood District – All Saints’ Anglican Church – is located on Dundas Street West, immediately north of the district.

The spire of All Saints’ Anglican Church is seen across the library square. This view is an interesting juxtaposition of the contemporary Whitby Central Library and the historic church (Fig. 1).

The classic view of Werden’s Plan Neighbourhood District, however, is the one afforded northward to All Saints’ Anglican Church along Centre Street South (Fig. 2, 3 and 4). Even with full leaf cover on street trees, the church is visible with the naked eye from Keith Street far to the south. In the district’s northernmost blocks, the long view of All Saints’ Anglican Church becomes more complex with the interplay between it and St. Mark’s United Church (the old Methodist Tabernacle). This strong visual relationship between All Saints’ and St. Mark’s used to be more obvious when St. Mark’s had its spires.

Because of the placement of the old Ontario County Courthouse facing Centre Street South, views of it are much less pronounced. The cupola atop the historic courthouse (Centennial Building) comes into view when quite close to it. Near Ontario Street West, the courthouse cupola and the spire of All Saints’ Anglican Church can be viewed together (Fig. 4). From the front driveway of R.A. Sennett School, the courthouse cupola can be glimpsed (Fig. 5).

Similarly, the golden dome atop St. Arsenije Sremac Serbian Orthodox Church can just be glimpsed from Rotary Centennial Park above the trees (Fig. 6). The dome replaces an extra tier on the steeple. The additional height used to make the church, which was built as St. Andrew’s Church of Scotland, more prominent.

The historic cottage at 1009 Centre Street South, the southernmost building in the district, closes the view on James Street (Fig. 7).





**Panel 8B – Where are the views of historic landmarks in Werden’s Plan Neighbourhood District?**



Fig.1



Fig.2

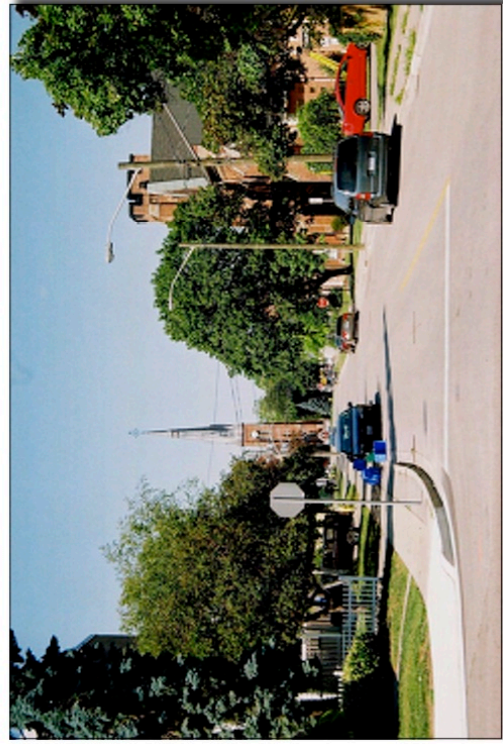


Fig.3



Fig.4



Fig.5



Fig.6

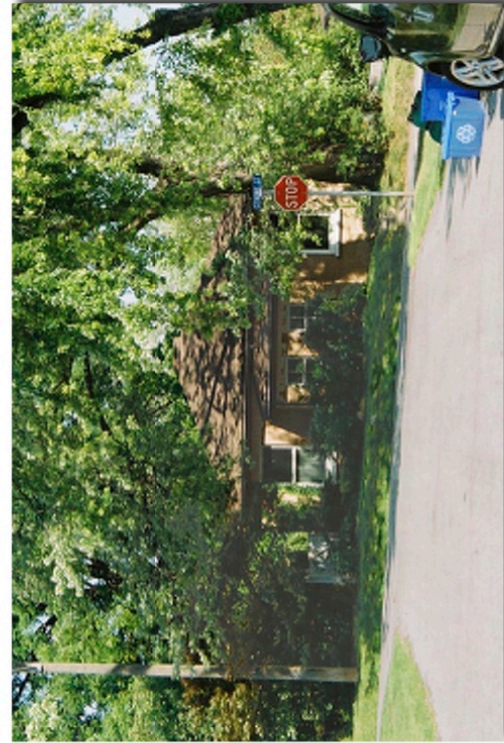


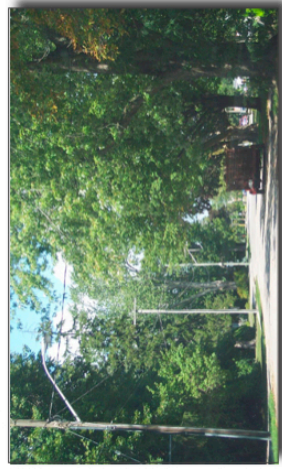
Fig.7



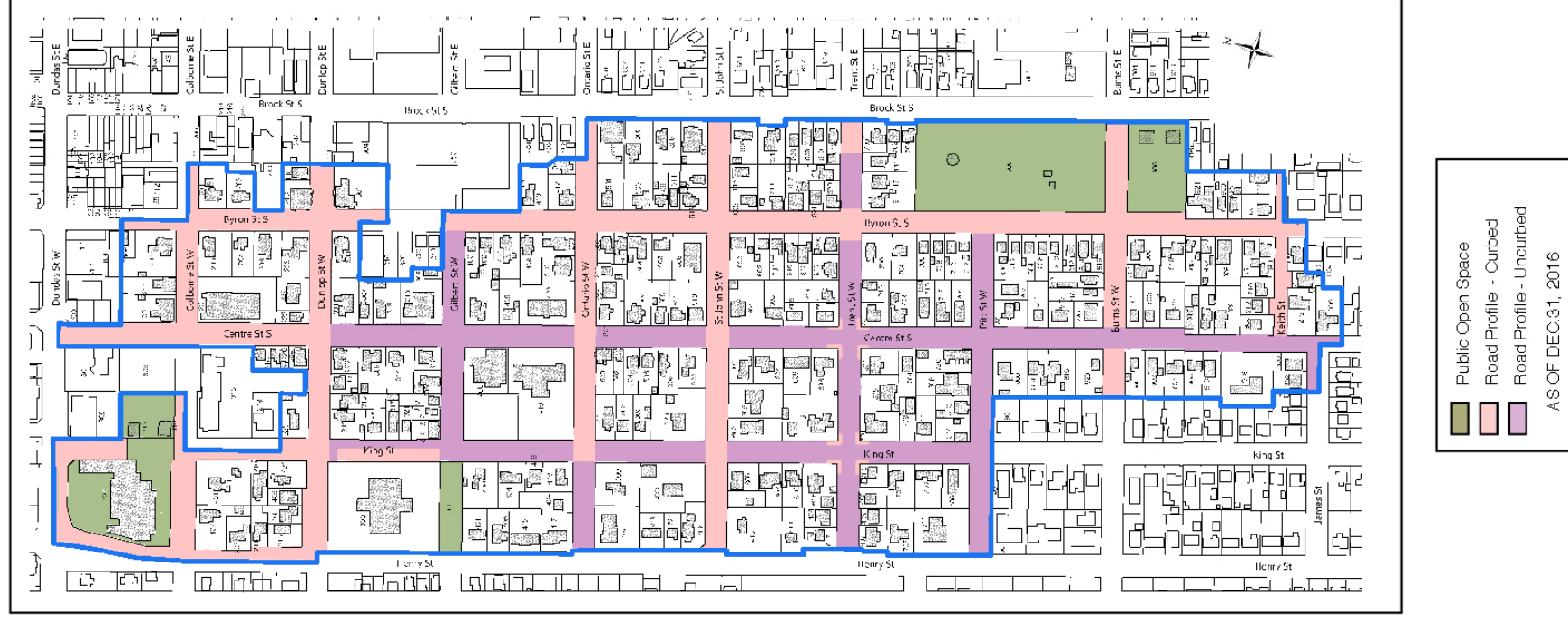
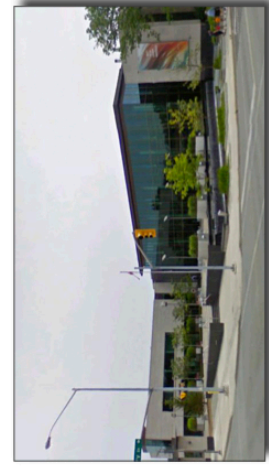
## Panel 9 – What is the character of the public realm in Werden’s Plan Neighbourhood District?

The street pattern of Werden’s Plan is a gridiron. The blocks are nearly square. Rights-of-way are consistently 20 metres (66 feet) except for the narrower, southerly extremities of Centre Street South, Byron Street South and Keith Street.

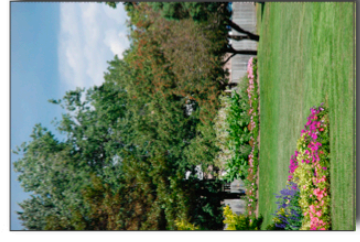
Street trees line both sides of most streets, with the larger, more mature specimens tending to be north of Rotary Centennial Park. Older trees are mostly Silver Maple and Sugar Maple; younger specimens are Norway Maple cultivars – tolerant of pollution, drought and inferior soils but a competitor to indigenous Sugar Maples.



Street boulevards vary from a profile of grass or asphalt verges or grass ditches to a profile of curb and gutter. Uncurbed streets predominate, characteristic of older small towns and villages. The uncurbed streets generally have sidewalks on one side only, with a few areas in the extreme south having no sidewalks.



Whitby Central Library square at the corner of Dundas Street West and Henry Street is an urban plaza, an entrance to the library and the neighbourhood. The public property includes the library, two historic, restored former residences and parking in a park-like landscape setting.



Rotary Centennial Park, the first property ever purchased by the Town, anchors the southeast corner of the district. The mature pastoral landscape of trees, shrubs and floral beds is set in undulating topography and complemented with park structures.



## Panel 10 – What are the features of private open space in Werden’s Plan Neighbourhood District?

The district’s historic houses were set on large lots, occasionally as spacious as a quarter, a half or all of a town block. The green envelope surrounding the house supported a treed landscape, and mature specimens are evident on lawns today. An example, of which there are several, is the treed side yard of an historic house on Colborne Street West (Fig. 1). A variety of deciduous trees on private grounds, including a tulip tree at the northern limit of its range, and coniferous trees, including Norway spruce and larch, add to the district’s inventory of street trees. They offer great visual and human health benefits.

Throughout the nineteenth century and into the twentieth, wooden fences marked the frontage of lots (Fig. 2). Photographs show that, by the First World War, wood fences along the frontage of the lots had been removed – melding the publicly owned boulevard with the privately owned front yard. The absence of front yard fences remains true today (Fig. 3) with a few exceptions (Fig. 4). However, wooden fences enclosing side yards and rear yards are often found, for example, the handsome board fence shown in Figure 5.

Where they were built, detached garages or stables were located back of the house. Generally, a lane or driveway, the width of a carriage or car, ran through one of the house’s side yards. This pattern still exists in the district (Fig. 6).

The district boasts a number of interesting frame outbuildings and one detached brick garage, laid in the same Flemish bond as the corresponding house (Fig. 7).



Fig.2 "Residence of Roy Talling, c. 1910," Whitby Public Library, 17-134-001, ourontario.ca, 55434.



Fig. 4 319 Dunlop Street West

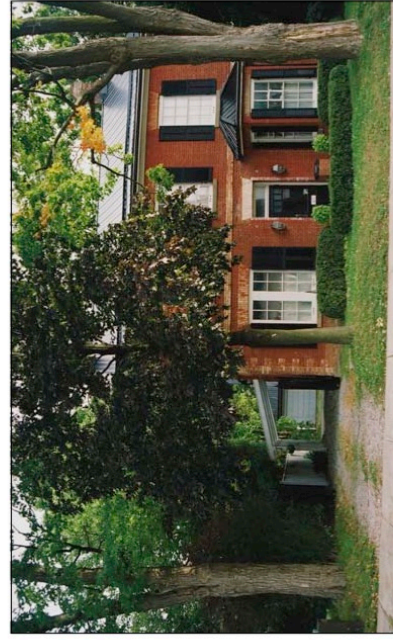


Fig.6 407 Colborne Street West



Fig.1 401 Colborne Street West

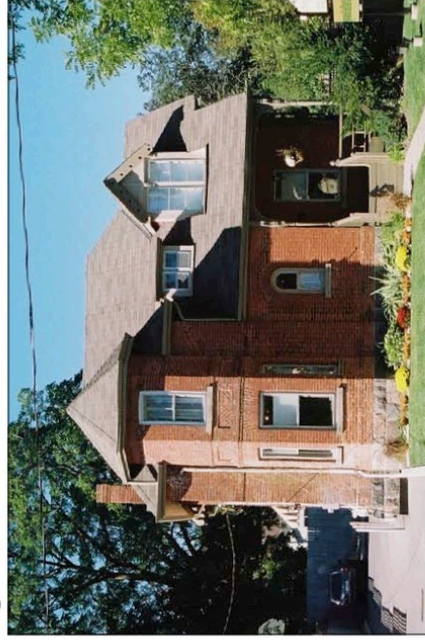


Fig.3 604 Brock Street South



Fig.5 301 Centre Street South



Fig.7 201 Byron Street South



### 2.3.2 Individual Properties

In addition to describing the heritage attributes of the district as a whole, the *Ontario Heritage Act* specifies a description of the heritage attributes of individual property. Volume 2, entitled *Description of the Heritage Attributes of Individual Properties*, contains a description of each neighbourhood property's heritage attributes.

To describe the relative heritage significance of property, all the properties in Werden's Plan Neighbourhood District have been sorted into classes. There are three classes:

- "Historic Property" is property that is characteristic of the district's history. This class of properties includes those developed when Whitby was a stable small town, before its expansion in the mid-twentieth century. It excludes those properties built during the historic period but which have been greatly or irreversibly altered.
- "Complementary Property" is property that is compatible with the district's historic character. The degree of compatibility varies from property to property and depends on how well the property relates to the district's architectural and landscape patterns and to its immediate context. This class of properties includes properties dating, or appearing to date, from the mid-twentieth century or later. Among the properties which are classed as complementary, a few are noted as exemplary in this class and for Werden's Plan Neighbourhood. They are good examples of architectural styles built in the mid-twentieth century and later or have a special historical association. Except for the few properties in the sub-class Complementary Property (Exemplary), all other properties in this class are referred to as Complementary Property (Usual).
- "Uncharacteristic Property" is property that is neither historic nor complementary. Although the property does not reflect the district's architectural and landscape patterns, the property belongs within the cultural heritage landscape which is Werden's Plan Neighbourhood.

For each property, a description in Volume 2 is given that explains how the property contributes to the district's cultural heritage significance.

Information about the property's historical associations is derived from secondary sources, historic photographs collected by the Whitby Public Library and uploaded to the ourontario.ca web site, and the following fire insurance plans:

- Underwriters' Survey Bureau, "Whitby, Ontario County, Ont.", Jun. 1911, revised to Nov. 1923 (Toronto & Montreal: Underwriters' Survey Bureau, 1923), Archives of Ontario, C234-1-416-1, folder N-640, barcode Foo6760; and,
- Underwriters' Survey Bureau, "Whitby, Ont.", Jun. 1911, revised to Jan. 1934 (Toronto & Montreal: Underwriters' Survey Bureau, 1934), University of Western Ontario Archives.

All entries in Volume 2 have been reviewed by Brian Winter, retired archivist for the Town of Whitby.

Present-day photographs were taken in September and October 2012 and supplemented by reshoots in the spring of 2015. In addition to a representative photograph, some properties have a secondary photo – either another contemporary view or an historic photograph held in the Whitby Public Library collections and digitized on the ourontario.ca web site.

Property entries are arranged alphabetically by street. With streets where both sides of the street are included in the district, odd-numbered street addresses precede even-numbered street addresses.

### **3.0 Plan's Goal and Objectives**

The Town of Whitby and the private property owners of Werden's Plan Neighbourhood aim to conserve and enhance the neighbourhood's historic character.

#### **3.1 Goal**

The plan's goal is to preserve the neighbourhood's small-town historic character as defined in the statement on the district's cultural heritage value (see section 2.2).

#### **3.2 Objectives**

The objectives to be achieved in designating Werden's Plan Neighbourhood as a heritage conservation district elaborate on the plan's goal. The objectives are arranged in three broad aspects as follows.

##### **3.2.1 Land Use**

- To align land use designations with the neighbourhood's existing character.
- To maintain the low-density residential appearance prevalent across the neighbourhood.
- To recognize the place and function of five historic landmarks within the neighbourhood – St. Mark's United Church (Methodist Tabernacle), the former R.A. Sennett School (King Street School), the former Ontario County Registry Office, the Centennial Building (Ontario County Courthouse) and St. Arsenije Sremac Serbian Orthodox Church (St. Andrew's Church of Scotland) – and one contemporary landmark – Whitby Central Library – and to prefer uses having public benefit and minimal disruption of building fabric and grounds when new uses may be proposed for them.

### 3.2.2 Buildings

- To protect the neighbourhood's historic residential streetscapes.
- To maintain the neighbourhood's six landmarks.
- To retain houses erected during Whitby's historic period, to retain exemplary houses which were built after the mid-twentieth century, and to favour the retention of the neighbourhood's remaining single-detached houses which to some degree complement houses erected during Whitby's historic period.
- To consider buildings which are neither from the historic period nor are complementary to be candidates for demolition and replacement.
- To encourage building maintenance and repair.
- To encourage restoration of lost or hidden features and materials on buildings from the historic period where it is based on documentary and as-found evidence about the building or on comparable local examples.
- To avoid damaging wall cladding material and trim, compromising distinctive features, disguising facades with incongruous elements or otherwise diminishing a building's heritage attributes.
- To maintain the existing mix of single-detached house sizes as additions and new dwellings are accommodated in the neighbourhood.
- To keep an ample amount of open space in front yards, side yards, and backyards when new dwellings are constructed.
- To limit the height of residential additions and new dwellings out of respect for the prevailing height of houses in the neighbourhood.
- To favour gable or hip roofs on new dwellings.
- To prefer locating floor space added onto an existing house away from public view.

- To acknowledge the prevailing front yard setback in the siting of new dwellings.
- To locate accessory buildings in side yards or backyards.
- To prefer red brick as the wall cladding material for a new dwelling.

### **3.2.3 The Public Realm and Private Open Space**

- To discourage transforming district streets that show a rural section of shoulders or ditches into streets with a constructed urban section of curb and gutter.
- To undertake a study of existing and proposed road character in advance of any public works project proposed for the road right-of-way.
- To facilitate the safe crossing of pedestrians from Werden's Plan Neighbourhood across major streets.
- To support conditions suitable for the preservation of mature street trees.
- To co-ordinate the renewal of the street tree canopy, replanting with a variety of indigenous shade trees, and taking into consideration the placement of concrete sidewalks, the burial of hydro wires and the viewing of historic architecture.
- To acknowledge, preserve and enhance public open space in Celebration Square, the unopened Gilbert Street West right-of-way and former R.A. Sennett schoolyard, the courthouse block and Rotary Centennial Park.
- To interpret in Rotary Centennial Park the history of Werden's Plan, the neighbourhood that has developed from it and the Town's first purchase of property.
- To maintain the neighbourhood's generous amount of private open space in lawn, trees, shrubs and herbaceous plants.



- To minimize front yard parking.
- To locate a new driveway, the width of a single car, in a property's side yard.
- To discourage lot severance.
- To consider the merits of consolidating lots where buildings are neither from the historic period nor are complementary.
- To protect significant trees on private property.

## **4.0 Policies**

To reach the objectives stated in section 3.2, the Town of Whitby and the private property owners of Werden's Plan Neighbourhood agree to a course of action expressed in the policies below. The Town and private property owners commit to preserving the neighbourhood's small-town historic character by making decisions about the district's future that are in accord with the policies.

### **4.1 Land Use**

#### **4.1.1 Intensification**

##### **4.1.1.1 Exemption from Intensification Strategy**

Werden's Plan Neighbourhood Heritage Conservation District will be removed from the Downtown Whitby Intensification Area and exempted from the intensification strategy.

#### **4.1.2 Low-Density Residential Character**

##### **4.1.2.1 Acknowledgement of the Neighbourhood's Low-Density Residential Character**

The Official Plan, Downtown Whitby Secondary Plan and Zoning By-law 2585 will be amended to acknowledge and sustain the neighbourhood's low-density residential character. Official plan policies and zoning provisions will be formulated specifically for the neighbourhood. Official plan policies and zoning provisions will be consistent with the objectives and policies of the Heritage Conservation District Plan for Werden's Plan Neighbourhood.

##### **4.1.2.2 Restriction on Commercial Use**

Opportunities for the conversion of existing buildings to commercial use will be consistent with the Town's Official Plan policies and will be confined to 1) those properties located along Brock Street South, north of Rotary Centennial Park and 2) those properties in the blocks north of Dunlop Street West, except for the

block bounded by Colborne Street West, King Street, Dunlop Street West and Henry Street. A professional, business office or personal service use will be permitted in an existing building on a Brock Street or north-of-Dunlop property, provided that the use demonstrates a low impact on the heritage attributes of the building, its lot and the surroundings. Apartment dwellings in conjunction with a permitted commercial use will also be permitted in an existing building on a Brock Street or north-of-Dunlop property.



**Fig. 1** Details from the map illustrating the district’s boundaries show the two areas where the conversion of existing buildings to commercial use will be permitted. The two areas are highlighted in colour.

Notwithstanding the above, the property located at 201 Byron Street South will be permitted to have, in addition to a professional, business office or personal service use, a bakeshop or confectionary shop, a tea room, a commercial school, a retail shop, a service shop for refurbishing, repairing or servicing goods other than vehicles, a clinic, a funeral home, a music or dance studio, or a private club. Apartment dwellings in conjunction with any of these uses will also be permitted.

### **4.1.3 Existing Uses**

#### **4.1.3.1 Recognition of Existing Uses**

Legally conforming land uses established and operating in neighbourhood buildings at the time when the heritage conservation plan takes effect will continue to be permitted so long as they continue to be used for that purpose.

## **4.2 Buildings**

### **4.2.1 Existing Buildings on Historic Property**

#### **4.2.1.1 Preservation of Landmarks**

The district's five historic landmarks – St. Mark's United Church (the former Methodist Tabernacle), the surplus R.A. Sennett School slated for a new use (King Street School), the former Ontario County Registry Office, the Centennial Building (Ontario County Courthouse) and St. Arsenije Sremac Serbian Orthodox Church (St. Andrew's Church of Scotland) – will be preserved. The Town will assist in their maintenance, repair and restoration as it is able, by, for example, seeking funding partners in other levels of government and in the community for building condition assessments and repair and restoration projects. Any new use requiring the adaptation of a landmark building or its grounds will not compromise the heritage attributes of the building or its grounds. If the landmark is proposed for removal or demolition, a cultural heritage impact assessment will be required. A cultural heritage impact assessment may also be required if proposed alterations are believed to have a negative impact on the landmark's heritage attributes. Notwithstanding the findings of the cultural heritage impact assessment, the Town reserves its right to refuse the application for removal, demolition or alteration; and the property owner has right of appeal.

#### **4.2.1.2 Retention of House Forms on Historic Property**

Existing house forms on historic property, whether in single-detached or other uses, will be retained *in situ*. If a property owner proposes to remove or demolish an existing house form on historic property, the property owner will prepare a

cultural heritage impact assessment. Notwithstanding the findings of the cultural heritage impact assessment, the Town reserves its right to refuse the application for removal or demolition; and the property owner has right of appeal.

#### 4.2.1.3 Retention of Outbuildings on Historic Property

Every effort will be made to retain the frame outbuildings behind 308 Centre Street South, 401 Centre Street South and 225 King Street and the brick garage behind 201 Byron Street South. Relocation on site or within the district may be an alternative conservation strategy to preservation *in situ*.

#### 4.2.1.4 Relocation of Buildings

The relocation of an existing building on historic property will be avoided. If the moving of an existing building on historic property is the only option for safeguarding the building, relocation within the property envelope or to another site in the district may be accepted as a conservation strategy. The relocation of a threatened local historic building from a site outside the district to one within it may be permitted, provided that its placement has regard for the character of the district's historic residential streetscapes. Any relocated building will be marked with a plaque erected on the grounds, stating the former location and the date of the move.

#### 4.2.1.5 Alteration of Buildings on Historic Property

Property owners will avoid making unnecessary contemporary alterations to building facades visible from the street. Property owners will refrain from damaging historic wall material and trim, compromising distinctive features, disguising facades with incongruous elements or otherwise diminishing a building's heritage attributes. When making needed alterations to building facades visible from the street, property owners will have regard for:

- The building's historic materials and distinctive features;

- The building’s historical evolution as revealed in historic photographs, fire insurance plans, other sources of historical information, and as-found evidence;
- The building’s structural support and its physical condition; and,
- The plan’s guidelines.

#### 4.2.1.6 Restoration of Buildings on Historic Property

Where a property owner wishes to restore lost materials or features once present on the building, the property owner will base the restoration on evidence revealed in historic photographs, fire insurance plans, other sources of historical information, and as-found evidence. If documentary or as-found evidence is incomplete for the building where restoration is proposed, evidence from comparable local examples may be considered in developing the restoration drawings and specifications. A restoration will not falsify the external appearance of a building by making it look older or newer than it is.

#### 4.2.2 Existing Buildings on Complementary Property

##### 4.2.2.1 Preservation of the Whitby Central Library

Whitby Central Library, a contemporary landmark in the district, will be preserved. Any change that may be proposed for the library and square will be respectful of their original architectural features, layout and landscaping.

##### 4.2.2.2 Retention of Houses on Complementary Property (Exemplary)

Existing houses on complementary property which is identified as exemplary – six in total – will be retained. The six properties are: 602 Byron Street South, 928 Byron Street South, 711 Henry Street, 404 King Street, 611 King Street and 704 King Street. A cultural heritage impact assessment will be required if a property owner proposes to demolish the house.



#### 4.2.2.3 Preference for Retention of Houses on Complementary Property (Usual)

For all other houses on complementary property, retention of the house is preferred. Demolition and replacement is not. If the property owner proposes replacement, the proposed replacement dwelling will demonstrate greater harmony with the neighbourhood's historic residential streetscapes than exists on the site, and it will conform to the plan's policies and guidelines on new construction.

#### 4.2.2.4 Alteration of Houses on Complementary Property

Where a property owner wishes to alter the external appearance of a house on complementary property, modest improvement to facades visible from the street may be appropriate. The altered appearance should be true to the time and place when the house was constructed, and it should not diminish the house's authentic character. Alterations to facades visible from the street should not result in mimicking houses from the historic period nor should facades be transformed into contemporary building elevations.

### 4.2.3 Existing Buildings on Uncharacteristic Property

#### 4.2.3.1 Replacement of Buildings on Uncharacteristic Property

Existing buildings on uncharacteristic property may be demolished and replaced with new buildings that meet the plan's policies and guidelines for new construction. Alternatively, their alteration to correspond more closely with the district's architectural patterns will be considered on a case-by-case basis.

### 4.2.4 Building Maintenance

#### 4.2.4.1 Minimum Maintenance Standards

Private property owners and the Town will care for their buildings, regardless of the class of property, with regular maintenance as any prudent owner would. Property owners will prevent damage to buildings caused by deferring maintenance. The Town may require private property owners that do not

maintain their buildings and property to comply with the minimum standards prescribed in the Property Standards By-law (By-law # 6874-14).

#### **4.2.5 Building Services**

##### **4.2.5.1 Placement of Outdoor Mechanical and Electrical Equipment**

Outdoor mechanical and electrical equipment meant to service a building, such as solar panels, heat pumps, air conditioners, electrical transformers and electrical storage batteries, will be placed as much as possible away from public view.

#### **4.2.6 New Construction (for All Property Classes)**

##### **4.2.6.1 Form of New Construction**

New construction will take the form of 1) an addition to an existing building or 2) a new single-detached dwelling. Accessory buildings may include a detached or an attached garage, a garden or tool shed, a home greenhouse or a child's playhouse. New construction where another floor is placed directly above a one-storey existing house will be considered a new single-detached dwelling. Notwithstanding the limiting of new construction to additions or new single-detached dwellings, an existing form of neighbourhood building other than a single-detached dwelling may be considered for replacement in the same form. Where there is an existing form of building other than a single-detached dwelling, any proposal for its replacement in new construction will be evaluated on a case-by-case basis.

##### **4.2.6.2 Size of New Construction**

###### **a) Additions**

The ground floor area of a new addition to an existing building will be smaller than the existing building's ground floor as it is at the time when the heritage conservation plan takes effect. Development standards to be formulated for the

neighbourhood through the zoning by-law will also apply in determining the size of an addition.

b) Single-detached Dwellings

A new single-detached dwelling's gross floor area at and above grade may range from a minimum of 160 square metres (about 1,700 square feet) – the average size of a single-detached house in the neighbourhood – to a maximum of 420 square metres (about 4,500 square feet) – the largest single-detached house in the neighbourhood. Development standards to be formulated for the neighbourhood through the zoning by-law will also apply in determining the size of a new dwelling.

c) Accessory Buildings

Where the zoning by-law's development standards are met, all accessory buildings on a lot may total a maximum of 60 square metres (about 650 square feet).

d) Density

A density on the lot of 0.22 building-to-lot ratio – the average density on a single-detached house lot in the neighbourhood – will be preferred.

#### 4.2.6.3 Height of New Construction

The preferred height for the walls of an addition to an existing building will be at, or below, the eaves of the existing building. The maximum height of an addition, including its foundation wall above grade, main walls and roof, will be less than the height of the existing building's roof ridge. A new single-detached dwelling will be one, one-and-a-half or two storeys tall.

#### 4.2.6.4 Roof Shape for New Construction

A new single-detached dwelling will have a gable or hip roof. An addition may have a gable, hip, shed or flat roof. An accessory building may have a gable, hip, shed or flat roof.

#### 4.2.6.5 Location of Additions to Existing Buildings

The preferred location for the addition of floor space to an existing building will be at the back of the building. An addition to one side of the building if set back from the front facade may be acceptable when rear additions are not possible. The addition of floor space through raising the existing roof to create a new floor or extending the front facade outward is discouraged so as to minimize the effect of the new addition on the existing building. At a corner lot where two building facades of the existing building are visible from the street, care will be taken to lessen the impact of the addition on either facade. Additions will be sited away from significant trees wherever possible, and designs for additions that preserve significant trees will be preferred. Where a significant tree cannot be preserved, it will be replaced with another tree on the site or in the neighbourhood.

#### 4.2.6.6 Position of a New Dwelling on Its Lot

A new single-detached dwelling will be aligned parallel to the street and set back from the street at a setback that acknowledges the prevailing front yard setback at adjacent properties and in the block. When a proposal for a new dwelling acknowledges the existing streetscape pattern, a variance from the minimum front yard setback standard may be considered acceptable. A new dwelling will be sited away from significant trees wherever possible.

#### 4.2.6.7 Location of Accessory Buildings

A detached garage will be preferred over an attached garage, and the detached garage should be located in a side yard near the back of the lot. If the garage is attached to the front of the dwelling, it will be a single-car attached garage which is recessed from the front plane of the new dwelling so that it is set back in the front facade. A double-car garage will not be attached to the dwelling unless it is located on the back of the dwelling. A detached double-car garage may be located in a side yard near the back of the lot or the rear yard. The preferred location for other accessory buildings will be the rear yard.



#### 4.2.6.8 Choice of Wall Material

Clay brick in shades of red will be the preferred wall cladding material for a new dwelling. Buff brick or other colours of brick in earth tones, clapboard, flush horizontal board siding, shingle siding or roughcast plaster finish may also be appropriate. Synthetic wall materials, such as External Insulation and Finish System and aluminum or vinyl siding, will be avoided on building elevations that are visible from the street, and their use on other elevations should be limited if at all possible.

#### 4.2.6.9 Main Entrance to a New Dwelling

A covered porch sheltering the main entrance will be encouraged as a feature in a new dwelling.

### 4.3 The Public Realm and Private Open Space

#### 4.3.1 Public Rights-of-Way

##### 4.3.1.1 Maintenance of Streets with a Rural Section

Maintaining those neighbourhood streets still showing a rural section with shoulders or ditches will be preferred over reconstruction with an urban section of curb and gutter. A study of existing and proposed road character will precede any public works project involving reconstruction in the road right-of-way. A modified rural section may be an acceptable alternative to a rural section if a study of road character concludes a negligible effect on existing street trees. If a new sidewalk is necessary where none existed before, the new sidewalk will be placed on one side of the street only, with preference for the side having the lower impact on existing trees.

##### 4.3.1.2 Preservation of Existing Widths of Public Rights-of-Way

The Town will not widen any Town roadway or road allowance in the district.

#### 4.3.1.3 Facilitation of Pedestrian Crossings Across Major Streets

The Town will investigate how a crossing can be constructed for safe passage of pedestrians from the corner of Centre Street South and Dundas Street West to the north side of Dundas Street West. The Town will also explore the feasibility of safe east-west connections for neighbourhood pedestrians crossing either Brock Street South or Henry Street.

#### 4.3.1.4 Preservation of Mature Street Trees and Renewal of the Street Tree Canopy

The Town will undertake a study of the existing street tree canopy in the public rights-of-way and a detailed plan for preserving existing street trees and replenishing the street tree canopy. Replanting will aim to:

- create a healthy variety of indigenous shade tree species, including the Sugar Maple traditionally planted in the neighbourhood;
- avoid placement that would block the street view of building facades identified as located on historic property; and,
- consider how curbs, sidewalks, hydro wires and other infrastructure may affect growing conditions.

#### 4.3.1.5 Location of Public Utilities

The Town will work with utility providers to investigate the feasibility of burying overhead wires as a way of protecting and renewing the street tree canopy in Werden's Plan Neighbourhood Heritage Conservation District. The placement and appearance of any proposed electrical transmission vault, street lighting fixture or other public utility infrastructure will be evaluated for its effect on the neighbourhood's historic character.

## **4.3.2 Public Open Space**

### **4.3.2.1 Preservation of Open Space in Rotary Centennial Park**

Rotary Centennial Park at 800 and 900 Brock Street South will be maintained as open space. Any proposed new structure for the park will be evaluated for its effect on the park's amount and quality of open space. The Town will erect a freestanding plaque beside the relocated Jabez Lynde House to explain its historical significance and facts about its former locations and dates when moved. The Town will erect another freestanding plaque to commemorate the Town's first purchase of property and to interpret the history of Werden's registered plan of subdivision, the development of the neighbourhood that has developed from it and the neighbourhood's designation as a heritage conservation district.

### **4.3.2.2 Preservation of Open Space in the Gilbert Street West Right-of-Way and Retained Portion of the Former Schoolyard**

The unopened Gilbert Street West right-of-way which runs westward from King Street and the retained portion of the former R.A. Sennett schoolyard will be maintained as open space. A landscape plan for the open space will be developed. The plan will incorporate the existing tree line separating the right-of-way from the side yards of 400 King Street and 401 Henry Street, maintain the existing topographical slope, and respect the neighbourhood's small-town historic character.

### **4.3.2.3 Optimizing the Use of the Courthouse Block (Centennial Building Block)**

The Town will study the use of open space in the courthouse block with a view to sharing the existing asphalted parking lot with other purposes when the parking lot is less than full. Through the study, the Town will consider landscaping and durable alternate paving materials suitable for public gatherings and enjoyment of the block. The Town will also explore interpreting the history of the courthouse block, including the non-extant jail, in any redesign of the parking lot. A master plan for the courthouse block will be developed.

#### 4.3.2.4 Marking the District

The Town will consider erecting distinctive street signs, placing inlays in sidewalks, or installing special street furniture to mark the heritage conservation district.

### 4.3.3 Private Open Space

#### 4.3.3.1 Maintenance of Green Front Yards

Front yards will be maintained as lawn, trees, shrubs and herbaceous plants, and not paved. Limiting front yard paving to a narrow walk from the driveway or street to the house will be encouraged. Transformation of existing front yards with extensive paving into green space will be encouraged. Unfenced views of front yards will be preferred, new front yard fencing will be limited to low wood fences of designs used in the neighbourhood historically, and gated driveway entrances will not be permitted.

#### 4.3.3.2 Minimizing Parking in the Front Yard

A driveway that crosses the front yard perpendicularly to the street may be used to park a motor vehicle. Existing driveways which are the width to accommodate a single vehicle will not be widened. The creation of new parking bays will be permitted in side yards or rear yards.

#### 4.3.3.3 Location of New Driveways

The preferred location for a new driveway is in a side yard. The preferred width of a new driveway is the width necessary for movement of a single vehicle. A new driveway leading to an attached garage may use up a small portion of the front yard, provided the driveway is no wider than the width necessary for access by a single vehicle. New circular or hammerhead driveways in the front yard will not be permitted.



#### 4.3.3.4 Discouraging Lot Severance

Further lot severance and the creation of small new lots in the neighbourhood will be discouraged. New lots smaller than the average size of a single-detached house lot in the neighbourhood – 760 square metres (about 8,200 square feet) will not be created. New lots will have a minimum frontage of 20 metres (about 66 feet), which is the average for a single-detached house lot in the neighbourhood. An application for severance or lot line adjustment will be accompanied by a cultural heritage impact assessment that:

- recounts and analyzes the history of lot severance in the town block where the subject lot is located and illustrates the history with historic visual information such as fire insurance plans and photographs;
- assesses the impact of the proposed severance or lot line adjustment on property identified as historic property and illustrates the assessment with a site plan of the block showing conceptually where the new single-detached dwelling could be sited on the new lot and a streetscape elevation of the subject lot and adjacent properties to show conceptually the new single-detached dwelling in relation to existing buildings;
- assesses the impact of the proposed severance or lot line adjustment on trees and illustrates the assessment with a site plan of the subject lot and adjacent lots showing the location of trees and their drip lines; and,
- provides any other information the Town requires to consider the merits of the application.

Where a severance or lot line adjustment is granted by the Region of Durham, conditions for building on the lot will be carried out by the property owner.

Town of Whitby Official Plan evaluative criteria used in considering an application for severance will be amended by adding a criterion related to applications in heritage conservation districts, heritage conservation district study areas and places where a property is designated under Part IV of the

*Ontario Heritage Act* or is listed in the municipal register of heritage property under Section 27 (1.2) of the Act.

#### 4.3.3.5 Consolidation of Lots

Consolidation of lots on property identified as uncharacteristic property may be acceptable if a cultural heritage impact assessment shows that:

- the siting and design of the new single-detached dwelling proposed for the consolidated lot conform to the plan's policies and guidelines; and,
- there are not any negative effects from the proposed new single-detached dwelling on property identified as historic property.

#### 4.3.3.6 Protection of Significant Trees in Yards

Preservation of trees in yards will be encouraged. Trees will be protected during construction projects. A significant tree will not be removed unless dead, diseased or hazardous or unless the property owner is authorized to remove the tree. Where a property owner is authorized to remove a significant tree, it will be replaced with another tree on the site or in the neighbourhood.

## 5.0 Guidelines

The plan's guidelines provide private property owners and the Town with information that can help them realize the policies in Section 4.

### 5.1 Historic Property

#### 5.1.1 Guidelines for Historic Landmarks

The district's five historic landmarks would especially benefit from periodic assessment of their physical condition because of their large size, tall height and special structure. Periodic condition assessment can catch minor problems before they exacerbate. At least every five years, a building specialist qualified by the Canadian Association of Heritage Professionals in the field of architectural conservation should review the condition of the landmark building with the aid of equipment which allows for observation up close instead of at a distance from the ground or floor. The observed condition should be recorded in a written and illustrated report, deficiencies noted as high and immediate priority or lower and longer-term priority, and phasing of the remedial work outlined. With complex structures like the district's historic landmarks, the condition assessment is often accomplished by a team, headed by an architect and including an engineer or engineers and crafts people.

A sample page taken from a condition assessment presents a summary of observed conditions and remedies.

Item No.	Building Component	Condition	Notes	Required Action	Unit	** 2014 Unit Cost	Quantity Immediate	Quantity Short Term	Quantity Long Term	Immediate Cost	Short Term Cost	Short Term Sub-total	Long Term Cost	
<b>2.2.1 Roofs, flashing and drainage system</b>														
1	Roof drain; North side of main roof	Moss / organic growth at bottom of rain water leader	Immediate: revise rwi & provide new splash pad. Re-roofing already complete. Maintain existing roof drain as-is.	Revise rainwater leader to spill away from wall with new concrete splash pad. Provide metal flashing 'hood' over brick penetration	allowance	\$1,000	100%	< Nov. 31 2014	1-5 yrs	6-10 yrs	\$ 1,000	\$ -	\$ 1,000	\$ -
2	Roof drain; South side of main roof		Complete	Replace south roof drain	allowance						\$ -	\$ -	\$ -	\$ -
3	Flashing at north edge of main roof		Complete	Replace deteriorated flashing	allowance						\$ -	\$ -	\$ -	\$ -
4	Top of north chimney	Metal flashing is absent from the top of chimney. Top of brick is exposed to snow and water infiltration	Brick repairs/rebuilding is complete	Install new metal flashing chimney cap	allowance	\$500	100%				\$ 500	\$ -	\$ 500	\$ -
5	Main roof / north 'Back Space' roof	No roof access hatch or ladder between roof levels	Roof access only available from adjacent, separate building.	Install new roof access hatch and provide access ladder between main roof and north roof	allowance	\$6,500				100%	\$ -	\$ -	\$ -	\$ 6,500
6	North edge of main roof	Loose edges of existing flashing and 'fish mouting' of new roofing exist.	New item - 2014 (see item 2.2.1.3)	Repair and reseal edges of flashing and roof membrane in select areas	allowance	\$1,000				100%	\$ -	\$ -	\$ -	\$ 1,000
7	"Back Space Theatre" roof	Poor roof condition, organic growth and bird dropping buildup. 'Soft spots' below roofing membranes; possibly due to moisture deterioration	New item - 2014	Demo existing roof and install new roof	allowance	\$25,000				100%	\$ -	\$ -	\$ -	\$ 25,000
8	Roof edges and cornices	Bird droppings	New item - 2014	Clean clean away bird droppings and provide new bird deterrent device	allowance	\$2,000				100%	\$ -	\$ -	\$ -	\$ 2,000
2.2.1 Subtotal											\$ 1,500	\$ -	\$ 1,500	\$ 34,500
<b>2.2.2 Exterior Masonry Walls and Foundation</b>														
1	Building exterior brick; throughout	open and failed/cracked mortar joints throughout		Masonry repointing	allowance	\$39,000				100%	\$ -	\$ 39,000	\$ 39,000	\$ -
2	Building exterior brick; throughout	Moderate condition to poor in select areas. Spalling and brick displacement		Masonry repair and rebuilding	allowance	\$22,000				100%	\$ -	\$ 22,000	\$ 22,000	\$ -
3	North-East corner of building exterior brick	Masonry staining/soiling throughout.	Graffiti removal complete	Masonry cleaning, graffiti removal and application of anti-graffiti coating	allowance	\$37,000				100%	\$ -	\$ -	\$ -	\$ 37,000
4	Building exterior brick; throughout			Scaffolding	allowance	\$39,000				100%	\$ -	\$ 39,000	\$ 39,000	\$ -
5	Flag pole above entrance; East elevation	Flag pole ripped from brick anchors	New item - 2014	Replace failed bricks with bricks that match existing and provide new anchors that secure through brick to backup wall structure	allowance	\$1,000				100%	\$ -	\$ -	\$ -	\$ 1,000
2.2.2 Subtotal											\$ -	\$ 100,000	\$ 100,000	\$ 38,000
<b>2.2.3 Exterior Windows and Doors</b>														
1	Windows at north elevation	Generally in poor to fair condition with repairs/restoration necessary		Provide replica windows where windows absent. Repair and/or restore existing original windows.	allowance	\$3,500				100%	\$ -	\$ -	\$ -	\$ 3,500
2	Exterior wood doors (south doors only)	Generally in good condition with only minor repairs/restoration necessary	Building Staff informed GBCA that the east doors will be replaced in whole to accommodate barrier-free accessibility	Repair and/or restore existing wood doors.	allowance	\$1,500				100%	\$ -	\$ -	\$ -	\$ 1,500
3	All exterior windows	Generally in good condition with only minor cleaning, repairs/restoration necessary		Clean and repaint	allowance	\$4,500				100%	\$ -	\$ -	\$ -	\$ 4,500
4	North-east second floor window	Failed sealed on double glazing has allowed moisture to infiltrate the glazing unit		Replace double glazing	allowance	\$500				100%	\$ -	\$ 500	\$ 500	\$ -
2.2.3 Subtotal											\$ -	\$ 500	\$ 500	\$ 9,500
<b>2.2.4 Ground Floor, Mezzanine, Catwalk and Roof Structure</b>														
1	Catwalk above main theatre		Complete	Secure catwalk floor	allowance						\$ -	\$ -	\$ -	\$ -
2	Purlins (or joists) of the main roof deck	Minor paint damage/scaling due to moisture	New roofing at the main roof may have mitigated any further moisture infiltration. Further observation may negate this requirement.	Scrape and repaint purlins at location of water damage	allowance	\$500	100%				\$ 500	\$ -	\$ 500	\$ -
2.2.4 Subtotal											\$ 500	\$ -	\$ 500	\$ -
<b>2.3 Fire separations, guard railings and washroom fixtures</b>														
1	Storage area beneath 'Back Space' Theatre	No fire separation between theatre seating and storage area		Provide 45 minute fire rated door, frame and enclosure beneath theatre seating area	allowance	\$4,500	100%				\$ 4,500	\$ -	\$ 4,500	\$ -
2	Guardrails: second floor performance area, 'Back Space Theatre' balcony	Non-compliant guardrails	North service area is not occupied by general public; separating gate is also required.	Provide code compliant handrails and guardrails	allowance	\$9,000	100%				\$ 9,000	\$ -	\$ 9,000	\$ -
3	Area beneath 'Back Space' Theatre	Inadequate washroom fixtures for capacity of occupants		Install additional lavatory and w.c. in backstage area	allowance	\$13,500	100%				\$ 13,500	\$ -	\$ 13,500	\$ -
2.3 Subtotal											\$ 27,000	\$ -	\$ 27,000	\$ -
<b>3.4 Structural</b>														
1	Steel reinforcing plates and tie rods reinforcing north masonry wall	steel corrosion		Clean, prime and finish paint steel	allowance	\$2,500				100%	\$ -	\$ 2,500	\$ 2,500	\$ -
2	Timber roof beams near the south end of roof.	evidence of distress		reinforce with steel plates	allowance	\$2,000				100%	\$ -	\$ 2,000	\$ 2,000	\$ -
3	Wood lintel over east entrance	deteriorated wood		replace in full	allowance	\$5,000				100%	\$ -	\$ 5,000	\$ 5,000	\$ -
4	Guardrail base plate anchoring	some anchors missing or inadequate		install anchor bolts	allowance	\$1,500	100%				\$ 1,500	\$ -	\$ 1,500	\$ -
3.4 Subtotal											\$ 1,500	\$ 9,500	\$ 11,000	\$ -
<b>4.0 Mechanical</b>														
1	air distribution at entrance lobby	issues raised by bldg tenants and owner		engineering study	allowance	\$4,000				100%	\$ -	\$ 4,000	\$ 4,000	\$ -
2	ventilation at Backspace Theatre	low rate of outside ventilation air to the space		engineering study	allowance	\$5,000				100%	\$ -	\$ 5,000	\$ 5,000	\$ -
3	washroom exhaust air system in dressing rooms and electrical room	does not meet current code requirements		up-grade exhaust and electrical room air ventilation	allowance	\$3,000	100%				\$ 3,000	\$ -	\$ 3,000	\$ -
4	incoming domestic water service	backflow preventer not present in system	City of Toronto by-law requirement	Install back-flow preventer on domestic water service	allowance	\$3,000	100%				\$ 3,000	\$ -	\$ 3,000	\$ -
5	incoming fire protection water service	backflow preventer not present in system	City of Toronto by-law requirement	install back-flow preventer on fire protection water service	allowance	\$25,000	100%				\$ 25,000	\$ -	\$ 25,000	\$ -
6	area beneath Backspace Theatre seating	sprinkler system absent		install new sprinkler lines and sprinkler heads beneath seating area	allowance	\$10,000	100%				\$ 10,000	\$ -	\$ 10,000	\$ -
4.0 subtotal											\$ 41,000	\$ 9,000	\$ 50,000	\$ -
<b>5.0 Electrical</b>														
1	Overall power distribution	obsolete cabling is present		rationalize and remove obsolete cabling	allowance	\$5,000				100%	\$ -	\$ 5,000	\$ 5,000	\$ -
2	Panel breakers, disconnect switches and power splitters	obsolete		replace in full	allowance	\$30,000				100%	\$ -	\$ 30,000	\$ 30,000	\$ -
3	Fire alarm system	obsolete		replace in full	allowance	\$70,000				100%	\$ -	\$ 70,000	\$ 70,000	\$ -
5.0 Subtotal											\$ -	\$ 105,000	\$ 105,000	\$ -
sub-total net cost											\$ 71,500	\$ 224,000	\$ 295,500	\$ 82,000
assumed long term 5-10 yr inflation (+/-)											-	-	-	\$ 11,480
add General Contractor's profit & o/h											\$ 17,875	\$ 56,000	\$ 73,875	\$ 20,500
subtotal											\$ 89,375	\$ 280,000	\$ 369,375	\$ 113,980
contingency											\$ 8,938	\$ 28,000	\$ 36,938	\$ 11,398
subtotal											\$ 98,313	\$ 308,000	\$ 406,313	\$ 125,378
HST											\$ 12,781	\$ 40,040	\$ 52,821	\$ 16,299
total gross cost * +/- \$1,000											\$ 111,000	\$ 348,000	\$ 459,000	\$ 142,000

\* The figures in this table represents a "Class D" (+/- 25%) estimate. Class 'A', 'B' and 'C' estimates are accurate to within +/-5%, +/-10% and +/-15% respectively and require more supporting documentation for scope, drawings and specifications.  
\*\* Costs in the 2007 report have been escalated by 12.33% inflation to reflect 2014 costs. Source: Bank of Canada online inflation calculator for the period 2007 - 2014.

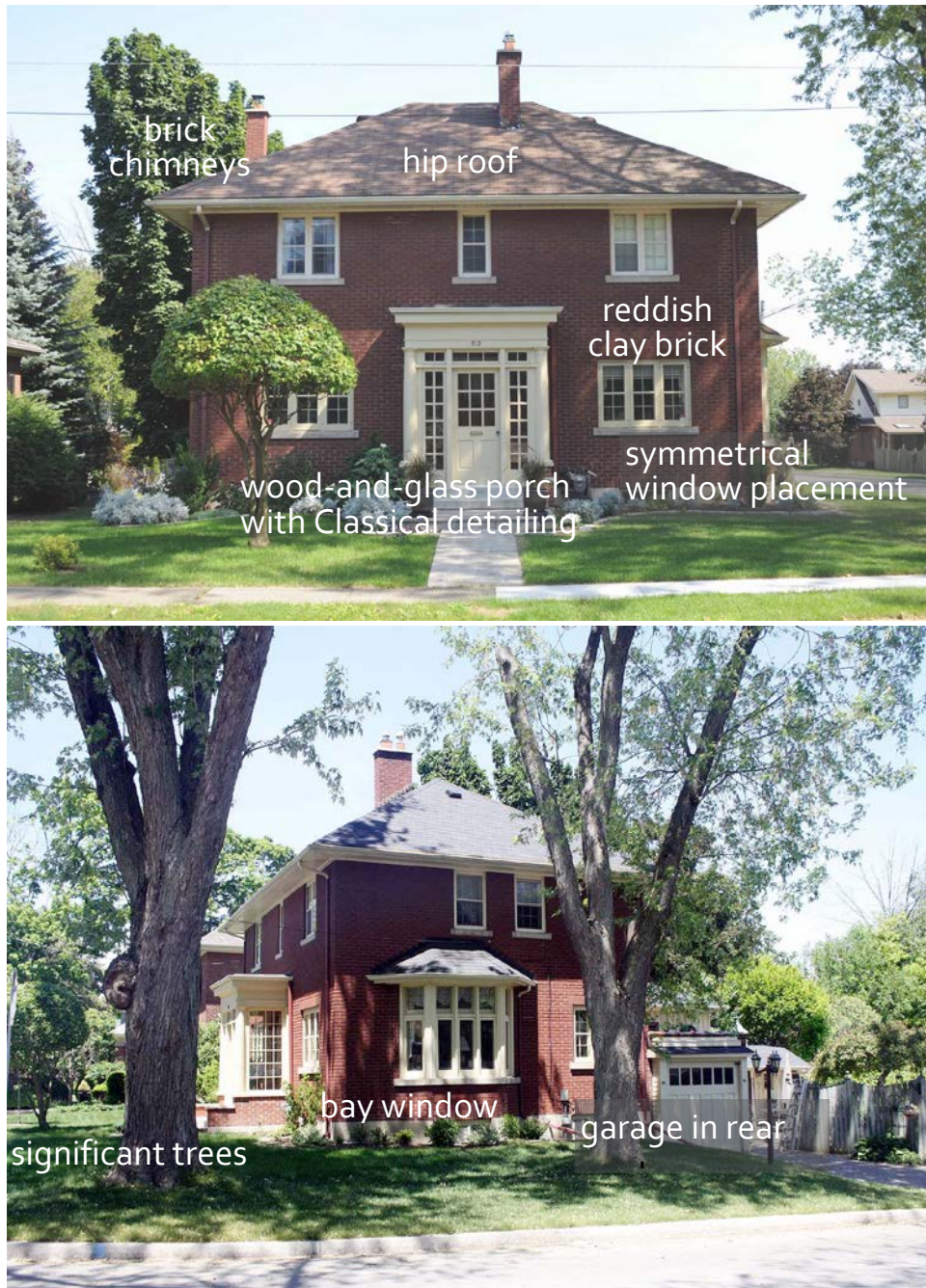
**Fig.1** The summary sheet in a condition assessment of several written and illustrated pages indicates how repair work can be prioritized in a logical, phased sequence. Condition assessments are particularly useful for complex buildings such as the neighbourhood's landmarks.

### 5.1.2 Guidelines for Historic Houses

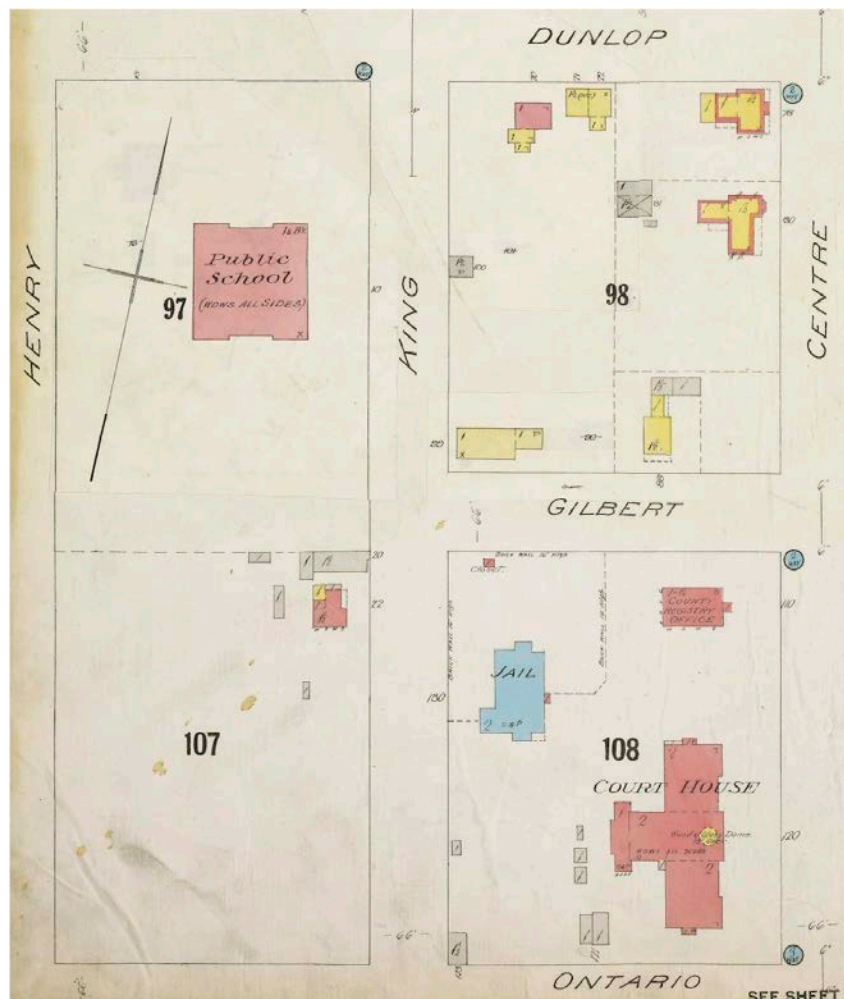
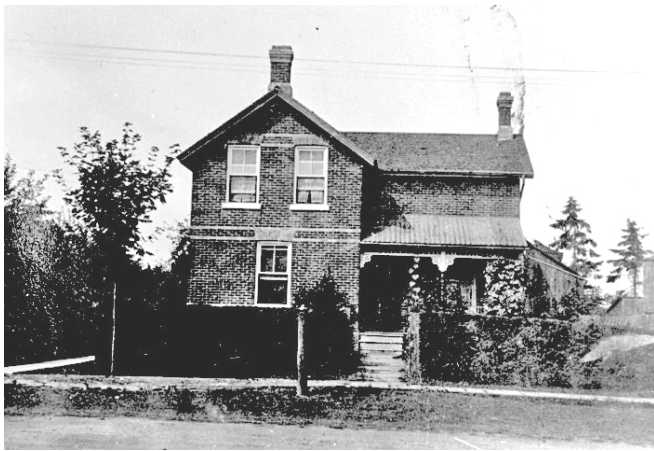
For owners of houses on historic property, the goal is to maintain the building's authentic historic character. The building's front facade and its side elevations should not be altered to meet current needs or satisfy contemporary taste if at all possible. Physical change should be directed away from public view, to the rear elevation. If alterations are needed to the front facade and side elevations, they should be planned with a good understanding of the building's historical appearance, the historic materials and distinctive features that imbue the building with character today, the building's structural support and its physical condition.

Some owners may like to restore historic materials once visible on the building or bring back historic features that have been lost. Although property owners are not obliged to undertake extensive restoration projects or selective partial restorations, they might wish to uncover original materials under synthetic sheaths such as aluminum or vinyl siding, to return an historic porch that had been removed, to replace vinyl window sash with wood sash, and so on. Restoration to a certain date in the neighbourhood's history should generally be avoided since later additions and alterations to the original house, now having acquired their own historic interest, may enrich the building's historic character. It is important to base restoration work on evidence of the building's historical appearance – not on conjecture. Otherwise, the result is a false appearance – untrue to the building, the neighbourhood and the building's period in time. There are three ways to get evidence: 1) by studying historical documents, including historic photographs where they exist, fire insurance plans, etc.; 2) by examining the building's as-found appearance for traces of former features; and, 3) by comparing the building to similar houses locally which have retained their historic features.





**Fig. 2** A front facade view and a corner view of an historic house in Werden's Plan Neighbourhood are annotated with the building's historic materials and distinctive features. Mature trees add character to the yards. Understanding the materials and features that give a building and its lot a special character is important in preventing careless alterations.



**Fig. 3** Historic photos and colour-coded fire insurance plans like these showing 400 King Street provide essential information about a building's historical appearance. The historic photograph shows a neighbourhood house's front facade. The fire insurance plan shows the same house in plan (see block 107).



## 5.2 Complementary Property and Uncharacteristic Property

### 5.2.1 Guidelines for Complementary Property (Exemplary)

The few houses that are in the exemplary sub-class of complementary property are good representative examples of architectural styles built after Whitby's historic period. One property – 704 King Street – has a special historical association. As in historic houses, front facades and side elevations should not be altered to meet current needs or satisfy contemporary taste if at all possible. Physical change should be directed away from public view, to the rear elevation.



**Fig. 4** A corner view of a neighbourhood property classified as complementary (exemplary) is annotated with the house's attributes. Ample treed yards create a perfect setting for the house.

### 5.2.2 Guidelines for Complementary Property (Usual)

The rest of the houses in the complementary class exhibit varying degrees of compatibility with the district's architectural and landscape patterns. Some are perfect fits, others could take modest improvement, and a few may be candidates for replacement. Property owners are not obliged to undertake architectural improvements. However, property owners should avoid making alterations to front facades that would turn them into houses from Whitby's historic period or into styles of the moment.



**Fig. 5** A front facade view of a property classified as complementary (usual) is annotated with the house's features and wall cladding which are complementary to the neighbourhood's historic houses.

### 5.2.3 Guidelines for Uncharacteristic Property

Houses on property classified as uncharacteristic of the district's architectural and landscape patterns are candidates for demolition and replacement. It may

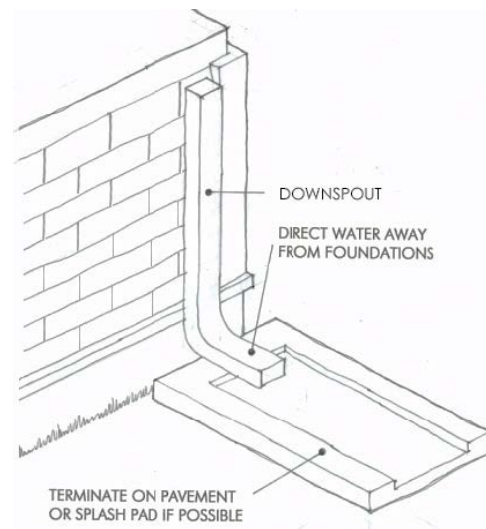


be difficult to alter houses in this class successfully. Property owners are not obliged to replace or alter their houses on uncharacteristic property.

### 5.3 Building Maintenance and Repair for All Classes of Property

#### 5.3.1 Guidelines about Water Drainage and Winter Salting

The minimum expectation of property owners, regardless of the class of property, is regular property maintenance. Property owners in the district know this since properties are generally well-maintained. Two of the most common, overlooked maintenance routines in Eastern North America concern water. Eavestroughs (gutters) need to function well, to be clear of leaves and other windblown material, and to drain through downspouts away from building foundations. Flashing at roof joints and roof shingles should be checked periodically and after major windstorms. In winter, common (rock) salt should not be used to melt icy paths near the building as the salt will migrate into masonry, causing damage. Use of a calcium chloride ice melter instead is not harmful to masonry. However, calcium chloride has harmful effects if in contact with plantings, pets and people. Several child and animal-friendly ice melting products are available on the market.



**Fig. 6** The photograph on the left shows a problem downspout, and the drawing on the right illustrates a downspout that correctly drains water away from building foundations.

### 5.3.2 Guidelines about Masonry Care

Brick is a typical wall cladding in the district. Face brick is usually a durable wall material in our climate, but it requires inspection on a periodic basis to see whether mortar joints are cracked, spalled or missing or whether more serious damage has occurred to brick units. Repointing of mortar joints involves replacing deteriorated mortar at those mortar joints where decay has set in (not across whole walls where sound mortar still exists). It is important to replace mortar with the same mortar composition, profile, width and colour. Soft lime mortar mixes from the nineteenth century and into the early twentieth century bind brick walls differently than later harder mortar mixes with high Portland cement content. Employ skilled masons who use hand tools, not power tools which stress the brick wall.



**Fig. 7** A mason used to working on historic buildings removes deteriorated mortar by raking the mortar joints with hand tools. The mason knows the difference between nineteenth century mortar mixes and later mixes with high Portland cement content. The mason is adept at duplicating original mortar joints. The mason avoids applying water repellent coatings to masonry surfaces unless masonry repairs and flashings have failed to arrest water penetration problems.

Sometimes, property owners think that they can hide deteriorated masonry with paint, parging, aluminum or vinyl siding, or External Insulation and Finish System (EIFS, an acrylic product), but these do not arrest the process of deterioration. Never paint unpainted masonry as paint has the effect of trapping moisture in the masonry wall. There are some historic houses in Werden's Plan Neighbourhood whose brick walls have been painted. Paint may have been applied historically to compensate for soft brick on early houses, but other examples look like recent cosmetic or cheap-fix applications. Where brick has been painted, have an expert in the conservation of historic architecture try test

patches in inconspicuous parts of the wall to determine whether the brick can be cleaned of paint; and if it cannot be safely cleaned, repaint in colours that match the underlying brick. Choose the gentlest means of cleaning, and always avoid harsh abrasive treatments such as sandblasting and high-pressure waterpower washing. After cleaning, do not coat the brick with water-repellent products as they prevent the brick from its natural ability to “breathe.” Unlike paint, tinting brick with breathable stains can be valuable for improving the appearance of mismatched prior repairs revealed when paint has been removed. Leave the patina that has accumulated on old unpainted brick since the patina is usually not harmful to the brick and it shows the building is historic.

### **5.3.3 Guidelines about Window Repair**

Wood window frames and historic glazing patterns add a lot of character to the front facade of an historic house. But they are often discarded in favour of new vinyl sash that rarely matches the original and which has a short service life compared to renewed wood windows. Wood window frames and sash can be repaired by patching, splicing, consolidating or otherwise reinforcing – often for less than the cost of replacement. They can be made operable again if they stick from too many coats of paint or warping by weathering.

In efforts to improve a building’s energy conservation, it is good to remember that windows only account for no more than 20 per cent of the heat moving into or out of an historic house.

For windows, replacing deteriorated weatherstripping and caulking is the most effective, easiest and least expensive treatment. A removable outdoor wood storm window is a traditional method of saving energy while a newer method is a removable interior magnetic storm window. The interior magnetic, single-glazed storm window is more weathertight than an exterior aluminum storm window, is convenient to use, and allows the original window and its interesting profile to be seen from the street.

Although renewing wood windows is often the best approach, existing wood windows may be beyond repair. Where renewing wood windows on the front

facade is unfeasible, have new front-facade windows made of custom millwork or install high-quality stock wood windows on the front facade.

As for shutters, retain operable wood window shutters where they survive, return replicas of shutters to windows if historic photographs and as-found evidence show they had existed, and avoid fixed metal or plastic shutters.



**Fig. 8** Wholesale replacement of window units is generally unnecessary. Wooden window frames and sashes can usually be repaired by patching, splicing, consolidating or otherwise reinforcing. If historic windows are beyond repair, only then should they be replaced with ones that match in terms of historic profiles, shapes, dimensions and divisions of frame, sash, muntin bars and surrounds.

## 5.4 Residential Additions, New Dwellings and New Accessory Buildings

### 5.4.1 Guidelines for Residential Additions

For historic property and complementary property, the best way to increase floor area onto an existing house is through a sympathetic addition. An addition can also accommodate upgraded services for the house or barrier-free access. The plan's policies give direction on the size of additions, their height, roof shape, and siting. In increasing floor space, the addition should not overwhelm the existing

building. Neither should it leave the visual impression of an overbuilt site. The traditional method for adding floor space is in a wing behind the existing house. A number of lots in Werden's Plan Neighbourhood offer this opportunity. At corner lots, where the existing house and addition are seen from two public vantage points, a rear addition can work when the visual impact of its mass defers to the existing building. Setting back the addition's floor plate from the existing building's and keeping the addition's height below the eaves of the existing building help fundamentally in erecting an addition that does not compete visually with the existing building. There are other design techniques for making the addition fit with the existing building, the open space pattern on the lot and the streetscape: distributing the addition's mass in a back split or other staggered configuration; choosing the addition's wall cladding material to match, or complement, the existing building's original wall material; repeating the existing building's window and door shape in the addition; and lowering the addition's roof pitch in relation to the existing building's roof pitch. An architect skilled in designing residential additions onto historic houses may be better equipped to conceive design options for the addition and to produce an addition that suits the historic domestic character of Werden's Plan Neighbourhood.



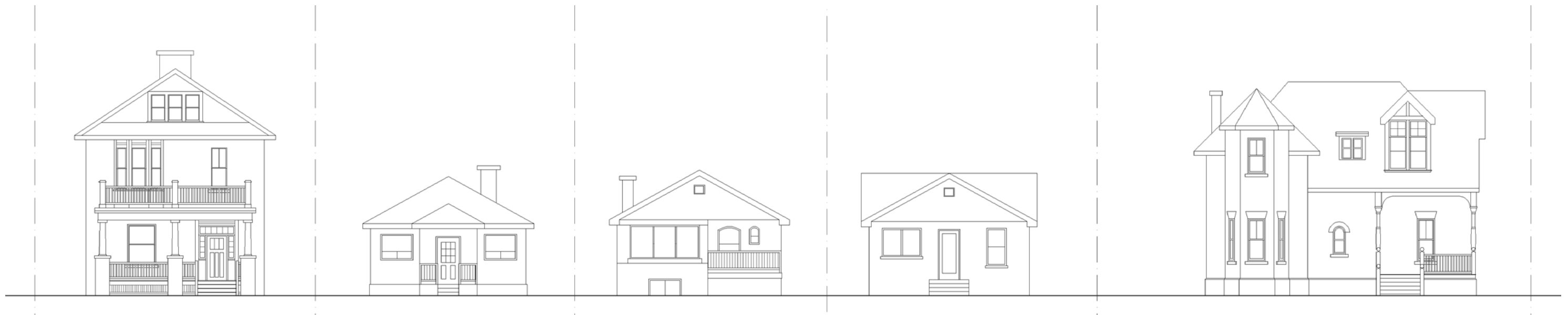


**Fig. 9** A bird's eye view (an axonometric drawing) of a sample neighbourhood block conceptually shows a number of ways of adding floor space to historic houses. The house on the far left receives a new double-car garage appropriately sited in a side yard back of the house and surmounted by a matching hip roof. The next house – 1 ½ storeys in height – gets a rear addition whose floor plate is set back from the historic house's floor plate and whose gable roof meets the historic house's gable roof somewhat below the roof ridge. The one-storey bungalow is extended on back with a shed-roofed wing. The two-storey house on the far right is extended with a back wing that, like the other examples, defers to the historic house.

#### 5.4.2 Guidelines for New Dwellings and New Accessory Buildings

The plan identifies several lots classified as uncharacteristic property where existing houses could be demolished and replaced with new single-detached dwellings if their property owners so wished. In some cases, abutting narrow lots cleared of their existing houses on uncharacteristic property could be consolidated to make for wider frontages. The plan's policies, which give direction on the size of new single-detached dwellings, their height, roof shape, siting, and wall cladding, are based on prevailing architectural and landscape patterns in the neighbourhood. As a result of understanding the neighbourhood context and of following the policies for new construction, new single-detached dwellings should complement the neighbourhood's historic streetscapes.

Designs that should be avoided include those that: 1) overstate the new dwelling's architecture, drawing attention away from the neighbourhood's historic houses; 2) overbuild the lot with building mass so that the small-town characteristic of ample green yards is lost; and 3) overreach the architectural scale of adjacent and nearby historic houses. In terms of architectural style, new dwellings should not pretend to be old – replicas of historic houses should be avoided – but they can take inspiration from one of the architectural styles present among houses on historic property and complementary (exemplary) property. Elements on these houses can be borrowed and interpreted in a contemporary way. One such element found on many of the neighbourhood's existing houses is a covered porch sheltering the dwelling's main entrance. Often, it is open to the outdoors. Incorporating a covered porch in the design would help a new house fit into the neighbourhood. An architect skilled in designing houses for heritage conservation districts may be better equipped to visualize an appropriate design solution for the street and neighbourhood, place green technologies away from public view, and site new accessory buildings discreetly.



**Fig. 10** The top drawing shows front elevations of houses along a street. The houses at either end of the row are classified as historic, and the three bungalows between them are classified as uncharacteristic.

The bottom drawing shows how the three bungalows could be replaced with two new single-detached dwellings that meet the plan's policies and guidelines.



## 5.5 The Public Realm

### 5.5.1 Guidelines for Maintaining Streets with a Rural Section

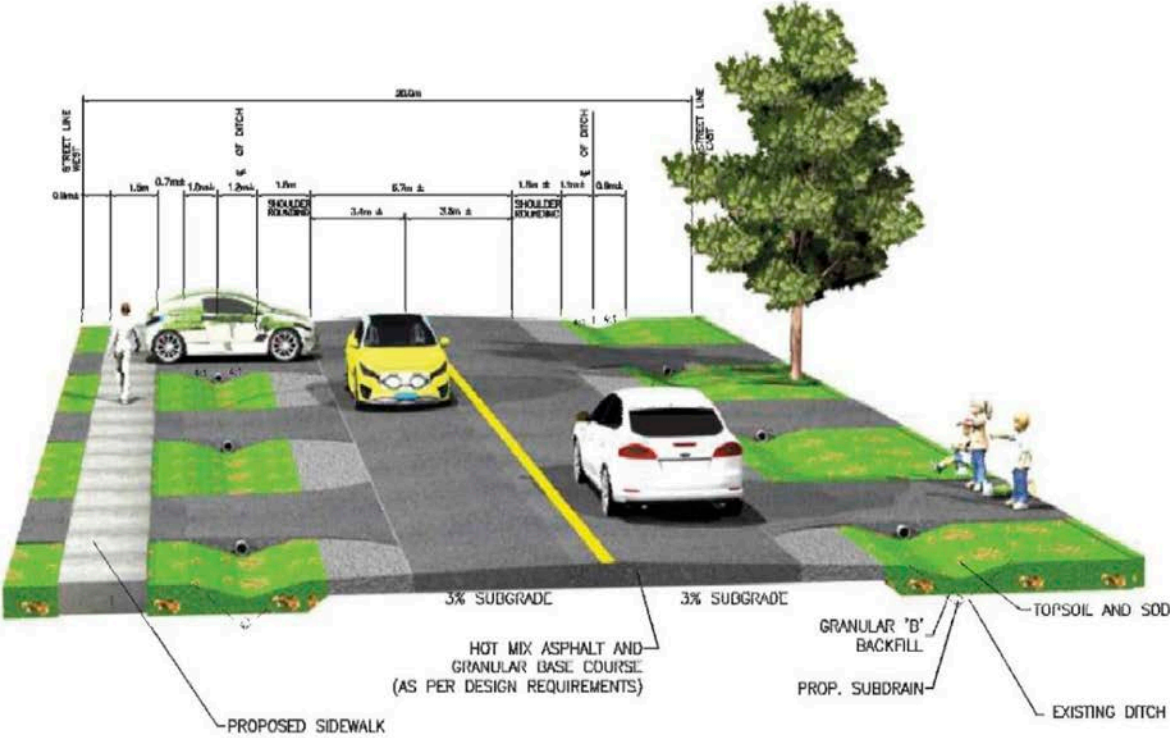
Most small towns and villages in the Greater Toronto Area used to have streets with an open drainage system. Rain and snowmelt ran off pervious-surfaced streets and private yards into grassed ditches where water would percolate into the ground, evaporate, and move according to natural water flow. This open drainage system, referred to as a rural section, slowed run-off into streams. It also benefited street trees.



**Fig. 11** The image shows a typical rural section.

As small towns and villages were absorbed into urban centres, the provision of municipal water and sewerage gave reason to replace rural sections with road cross sections typical of cities. Called an urban section, run-off from paved streets is rushed into a concealed gutter. The underground gutter is bounded by a concrete curb. In addition to transporting water into streams much faster than the rural section, the urban section creates a drastic change in appearance. The soft green edges of the rural section are replaced with engineered barriers. The hard look of concrete curbs is often compounded by concrete sidewalks and asphalted boulevards. Municipal concerns about public liability for basement flooding have accelerated the transformation of rural sections into urban

sections. However, a majority of streets in Werden’s Plan Neighbourhood still exhibit a rural section. They remind us of the neighbourhood’s small-town roots. In considering reconstruction of a street with a rural section, the Town will conduct a study of the existing road character of that street and the effects of road right-of-way reconstruction on existing street trees and neighbourhood character as a whole. In each study, a modified rural section may be evaluated as an acceptable alternative to the rural section.



**Fig. 12** The image shows a typical modified rural section where perforated subdrains are added at the roadway’s edges for drainage of the roadway’s granular base course.



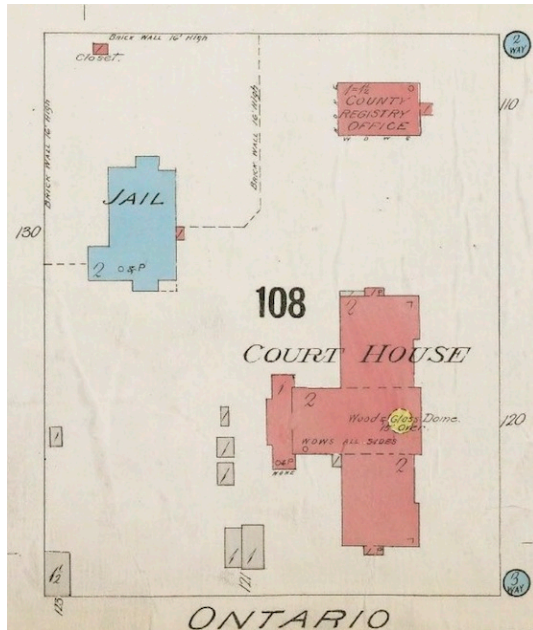
### **5.5.2 Guidelines for Renewing the Street Tree Canopy**

As rural sections were characteristic of small towns and villages, so were trees deliberately planted on the edges of streets to grow into tall, broad-canopied rows arching over the streets. In Werden's Plan Neighbourhood, they were usually Silver Maple and Sugar Maple trees – known for their beautiful shapes, excellent shade, and seasonal colour. These mature specimens will require replacement eventually. A master plan for co-ordinating the maintenance of existing street trees and for the replenishing of the street tree canopy will give a neighbourhood view of sustaining the health and quality of street trees. A detailed planting plan should recognize the visual value in placing new trees so that they do not block the street view of historic facades, especially of landmarks. Species for replanting should be broad canopied. The following indigenous shade tree species may be an appropriate mix – Sugar Maple (*Acer saccharum* Marsh.), Common Hackberry (*Celtis occidentalis* L.), Red Maple (*Acer rubrum* L.), Red Oak (*Quercus rubra* L.), Bur Oak (*Quercus macrocarpa* Michx.) and Tulip Tree (*Liriodendron tulipifera* L.). Although Silver Maple trees (*Acer saccharinum* L.) are no longer recommended for planting along streets, their historical presence in the neighbourhood could be represented by replacing them in kind where they currently exist.

### **5.5.3 Guidelines for Interpreting the District's History**

The architectural and landscape legacy of Werden's Plan Neighbourhood is the best demonstration of its historical significance. Commemorative features, when limited to a few sites and carefully placed, can help interpret what local residents and visitors are seeing. Commemorative features are also useful in indicating where an important building used to stand, in documenting the relocation of an historic building, and in marking district boundaries. Commemoration can occur through historical plaques, distinctive street signs, sidewalk markers, marked benches, sculpture and patterns laid in paving units in public spaces. As for the latter, an opportunity exists to improve the appearance of the parking lot in the courthouse block by interpreting the footprint of the former jail and jail yard wall in new durable paving materials. Commemoration in Werden's Plan Neighbourhood should always be mindful of the district's understated, small-

town quality. An integrated and consistent approach to commemoration across the entire neighbourhood should guide the placement of individual commemorative features.



**Fig. 13** The image on the left, a detail from a fire insurance plan, shows the location of the former Ontario County Jail and its jail yard wall. The site of the stone jail and brick jail yard wall could be marked in the asphalt parking lot that now occupies their space. Stone and brick pavers could be placed in the parking lot to commemorate the footprints of the non-extant jail and jail yard wall. Parking spaces would still be marked.

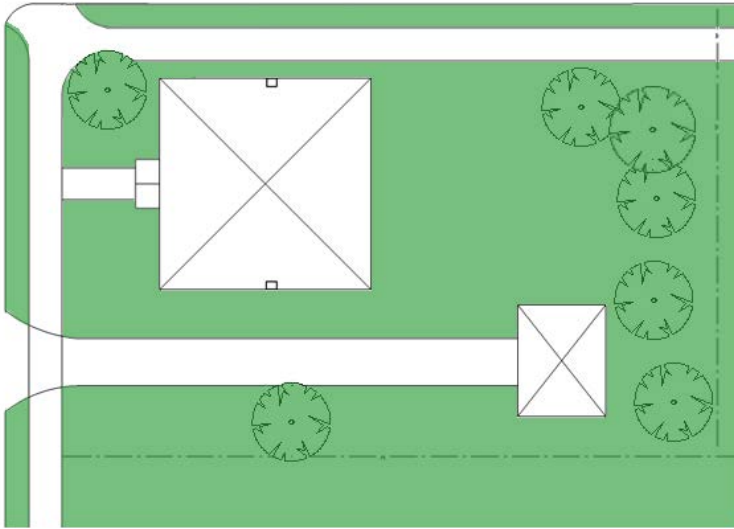


**Fig. 14** The image above shows how the star-shaped footprint of Fort Rouille, the historic French fort on the Canadian National Exhibition grounds, was marked with stone setts laid flush into the lawn.

## 5.6 Private Open Space

### 5.6.1 Guidelines for Keeping Front Yards Green

In neighbourhoods built up with single-detached houses before the Second World War, a house's detached garage was located near the back of the lot and connected to the street by a narrow lane or driveway in one side yard. The automobile garage's location followed the pattern set by drive sheds, coach houses or stables when horses were the source of transportation for families who could afford them. This siting of vehicular access and storage made for front yards of lawn, trees, shrubs, herbaceous plants and annual plantings. By the mid-twentieth century when cars became affordable and indispensable to many families, a single-car garage was often attached to one end of the house's front facade and a driveway – the width of a single car – extended from the garage to the street. This siting of vehicular access and storage still kept the majority of the front yard green. The two-car family of the late twentieth century led to double-car garages attached to the house's front facade and double-width asphalted driveways assuming a great swath of the front yard formerly in lawn, etc. As the twentieth century waned, narrow lots in the new subdivisions forced the double-car garage to project from the house's front facade and the green part of the front yard to shrink to an insignificant planting strip. Among the many house lots in Werden's Plan Neighbourhood where the historic siting of the garage and driveway persists, there are examples that break from the pattern. The plan's policies limit further front yard paving and parking. For front yards already dominated by asphalt, front yards could be improved with a screen of vegetation along the front lot line, a narrowed driveway especially as it approaches the street, expanded green space, and a driveway paving pattern that reduces the amount of asphalt in favour of paving stone or brick.



**Fig. 15** Before the Second World War, a house's detached garage was located near the back of the lot and connected to the street by a narrow lane or driveway in one side yard.

### 5.6.2 Guidelines for Protecting Significant Trees in Yards

Obviously, it takes many years for a tree to reach maturity. As they grow, they absorb carbon dioxide in the air and release oxygen. Trees filter pollutants in the air, offer habitat for birds, and provide shade in summer. As anyone who has lost a large shade tree close to the house knows, the effect it had in lowering the outdoor temperature in its shade is missed when the bill for air conditioning arrives. For these environmental and economic reasons, preservation of trees in yards is a good idea. Trees also enhance a house lot's physical character. In Werden's Plan Neighbourhood where many lots are planted with a variety of specimens, mature trees have become characteristic of the neighbourhood. The plan includes measures for the protection of significant trees in yards. The plan defines a significant tree as a tree that is visible from the street and whose trunk measures 30 centimetres or more in diameter at 1.4 metres above ground level. Unless a significant tree is dead, diseased or hazardous – that is, the tree is healthy and causing no danger – the property owner will require authorization to remove it. If it cannot be saved and the property owner is authorized to take it down, the property owner will replace it with another tree on the property or in the neighbourhood. Where construction is taking place on a lot, a barrier zone around any significant tree will be installed to protect it from soil compaction or tree limb injury.



## **6.0 Implementation Strategy**

The Town agrees to adopt a consistent approach for achieving the plan's goal and objectives and for carrying out the policies.

### **6.1 Review Procedure for Heritage Permit Applications**

#### **6.1.1 Purpose of Heritage Review**

Heritage review is limited to those types of proposals defined below. The heritage review process ensures that each proposal by a private property owner or by a public body is considered for its effect on the district's character. The intended outcome of the heritage review process is to have every private project or public work contribute to the preservation of the neighbourhood's small-town historic character.

#### **6.1.2 Types of Proposals Requiring Heritage Review**

A private property owner or a public body will require a heritage permit to carry out any of the following types of proposals.

##### **6.1.2.1 Proposals Regarding Historic Property or Regarding Complementary Property (Exemplary)**

Types of proposals which require a heritage permit for historic property or complementary property (exemplary) include:

- building demolition and replacement;
- removal of a building to a different location on or off the property;
- structural intervention that affects the external appearance of a building;
- erection of additions and accessory buildings;
- alteration of a building's front facade or its side elevations by: removing, covering or adding wall finish; removing or adding porches, verandahs, decks,

ramps or balconies; changing the placement or shape of windows and doors; replacing window sash; removing or adding dormer windows; removing or adding architectural detail; changing the roof shape, pitch or line; installing new roof material different from existing; removing or adding chimneys; and installing skylights;

- brick or stone repointing, unit replacement, cleaning, staining, tinting or painting;
- restoration of lost materials or features once present on a building;
- installation of outdoor mechanical and electrical equipment visible from the street;
- erection of fences in the front yard or along the side yard which abuts a street;
- laying out new driveways or parking spaces or extending existing driveways or parking spaces; and,
- removal of significant trees (see definition in section 1.7).

#### 6.1.2.2 Proposals Regarding Complementary Property (Usual) and Uncharacteristic Property

Types of proposals which require a heritage permit for complementary property (usual) and uncharacteristic property include:

- building demolition and replacement;
- erection of additions and accessory buildings;
- alteration of a building's front facade by: removing, covering or adding wall finish; removing or adding porches, verandahs, decks, ramps or balconies; changing the placement or shape of windows and doors; removing or adding

dormer windows; removing or adding architectural detail; changing the roof shape, pitch or line; and installing new roof material different from existing;

- brick or stone repointing, unit replacement, cleaning, staining, tinting or painting;
- installation of outdoor mechanical and electrical equipment visible from the street;
- erection of fences in the front yard or along the side yard which abuts a street;
- laying out new driveways or parking spaces or extending existing driveways or parking spaces; and,
- removal of significant trees (see definition in section 1.7).

#### 6.1.2.3 Proposals Regarding the Public Rights-of-Way and Public Open Space

Types of proposals which require a heritage permit for public works include:

- reconstruction in the road right-of-way;
- laying new sidewalks;
- installation of new street lighting;
- construction of pedestrian street crossings or public walkways;
- planting or removal of street trees;
- burial of overhead utility wires;
- building of electrical transmission vaults or other public utility infrastructure;
- erection of new structures in Rotary Centennial Park, the unopened Gilbert Street West right-of-way or the courthouse block;

- removal of significant trees or planting of trees in Rotary Centennial Park, the unopened Gilbert Street West right-of-way or the courthouse block; and,
- placement of commemorative features, such as historical plaques, distinctive street signs, sidewalk markers and parking lot pavers.

### **6.1.3 Exemptions from Heritage Review**

Any of the following types of proposals, which are deemed minor in nature for the district, will not require a heritage permit:

- routine exterior maintenance;
- replacement of eavestroughs and downspouts;
- repair of steps and sidewalks;
- installation of storm windows and doors;
- installation of chimney flues or weather caps;
- replacement of roofing material, unless different from existing;
- painting of non-masonry surfaces (wood, metal and synthetics);
- installation of outdoor mechanical or electrical equipment away from public view;
- installation and repair of utilities due to an emergency;
- temporary building repair due to an emergency;
- erection of fences along rear yards;
- erection of small accessory buildings under ten square metres (about 107 square feet);



- all interior work of minor or major extent, except for structural intervention that may cause an exterior alteration to a building on historic property or complementary property (exemplary) and except for those interiors protected under Part IV of the *Ontario Heritage Act* (see section 1.6); and,
- planting of trees, shrubs and other vegetation on private property.

#### **6.1.4 Other Planning Approvals and Building Permits**

The Town will co-ordinate the processing of a heritage permit application and any application under the *Planning Act* concurrently. When both a heritage permit and approval under the *Planning Act* are required, any approval under the *Planning Act* will wait until the heritage permit is granted. The issuing of a building permit is also dependent on the granting of a heritage permit.

#### **6.1.5 Steps in the Heritage Review Process**

Review of proposals requiring a heritage permit or other planning approval will be conducted as follows:

1. The proponent – a private property owner or a public body – will contact Planning Department staff.
2. Planning Department staff will arrange a meeting – on site if feasible. Planning staff will meet the proponent to give initial advice or feedback on the proposal and guidance in making a heritage permit application and any other required planning application.
3. The proponent will submit a heritage permit application and any other required planning application to Planning staff. Planning staff will provide the proponent with a notice of receipt for a complete application(s).
4. If Planning staff agree that the proposal meets the plan’s goal, objectives, policies and guidelines, staff will ask the Commissioner of Planning to grant the heritage permit through Town Council’s

delegation of approval. When Planning staff disagree with the proposal or when the proposal involves demolition, removal (relocation), other planning approval or public works, Planning staff will send the application(s) to LACAC Heritage Whitby for its recommendation to the Planning and Development Committee. The Planning and Development Committee will report on the application(s) and make its recommendation to Town Council. Applications for lot severance will be sent through the Region of Durham.

5. Town Council will decide on applications involving demolition, removal, other planning approval or public works and on applications where Planning staff disagree with the proposal.
6. A private property owner may appeal a decision of Council to the Ontario Municipal Board.

#### **6.1.6 Cultural Heritage Impact Assessments**

A cultural heritage impact assessment will be required when there are proposals:

- to convert an existing building to commercial use as per Section 4.1.2.2 of the plan;
- to remove or demolish a landmark;
- to remove or demolish an existing house form on historic property;
- to demolish an existing house on complementary property (exemplary);
- to erect a new building which does not conform to the heritage conservation district plan;
- to sever a lot; or,
- to consolidate lots.

The Town planner may also request a cultural heritage impact assessment when the planner believes:

- proposed alterations to a landmark would have a negative impact on its heritage attributes; or,
- the findings of a cultural heritage impact assessment may resolve a difference of opinion on a proposal.

### **6.1.7 Arborist's Report**

When a significant tree's condition is in doubt, an arborist's report will be required to confirm whether it is dead, diseased or hazardous and should be removed.

### **6.1.8 Application Fees**

There will be no fee for a heritage permit.

## **6.2 Financial and Technical Support**

### **6.2.1 Heritage Property Tax Rebate Program**

The Town will offer a rebate of annual Town and School Board taxes levied on historic property and complementary property (exemplary). Property owners will apply for the rebate each year.

### **6.2.2 Assistance for Landmarks**

The Town will maintain and repair, as needed, the former Ontario County Registry Office, the Centennial Building and Whitby Central Library. On request from St. Mark's United Church or St. Arsenije Sremac Serbian Orthodox Church, the Town will assist in their maintenance, repair and restoration as it is able, by, for example, seeking funding partners in other levels of government and in the community for building condition assessments and repair and restoration projects.

### **6.2.3 Dissemination of Technical Knowledge**

The Town will budget for, and LACAC Heritage Whitby will host, at least one workshop demonstration and/or a technical clinic where district property owners can receive information from, and ask questions of, a qualified expert or panel of experts in building conservation.

### **6.2.4 Burial of Overhead Wires**

The Town will consider sharing in the cost of burying overhead wires in Werden's Plan Neighbourhood after the findings of a feasibility study support the project.

## **6.3 Amendments to the Official Plan, Secondary Plan and Zoning By-law**

### **6.3.1 Amendments to the Official Plan and Downtown Whitby Secondary Plan**

The Official Plan and Downtown Whitby Secondary Plan will be amended to distinguish Werden's Plan Neighbourhood as a heritage conservation district, to recognize the status of the heritage conservation district plan, and to acknowledge the neighbourhood's prevailing low-density residential character. Accordingly, the Official Plan will be amended to remove Werden's Plan Neighbourhood Heritage Conservation District from the Downtown Whitby Intensification Area and exempt it from the intensification strategy. In addition, Official Plan evaluative criteria used in considering an application for severance will be amended by adding a criterion related to applications in heritage conservation districts, heritage conservation district study areas and places where a property is designated under Part IV of the *Ontario Heritage Act* or is listed in the municipal register of heritage property under Section 27 (1.2) of the Act.

### **6.3.2 Amendments to Zoning By-law 2585**

Zoning By-law 2585 will be amended to conform to the heritage conservation district plan and the amended Official Plan and Downtown Whitby Secondary

Plan. Zoning provisions will be formulated specifically for Werden's Plan Neighbourhood.

## **6.4 Planning Outcomes**

### **6.4.1 Annual Reports**

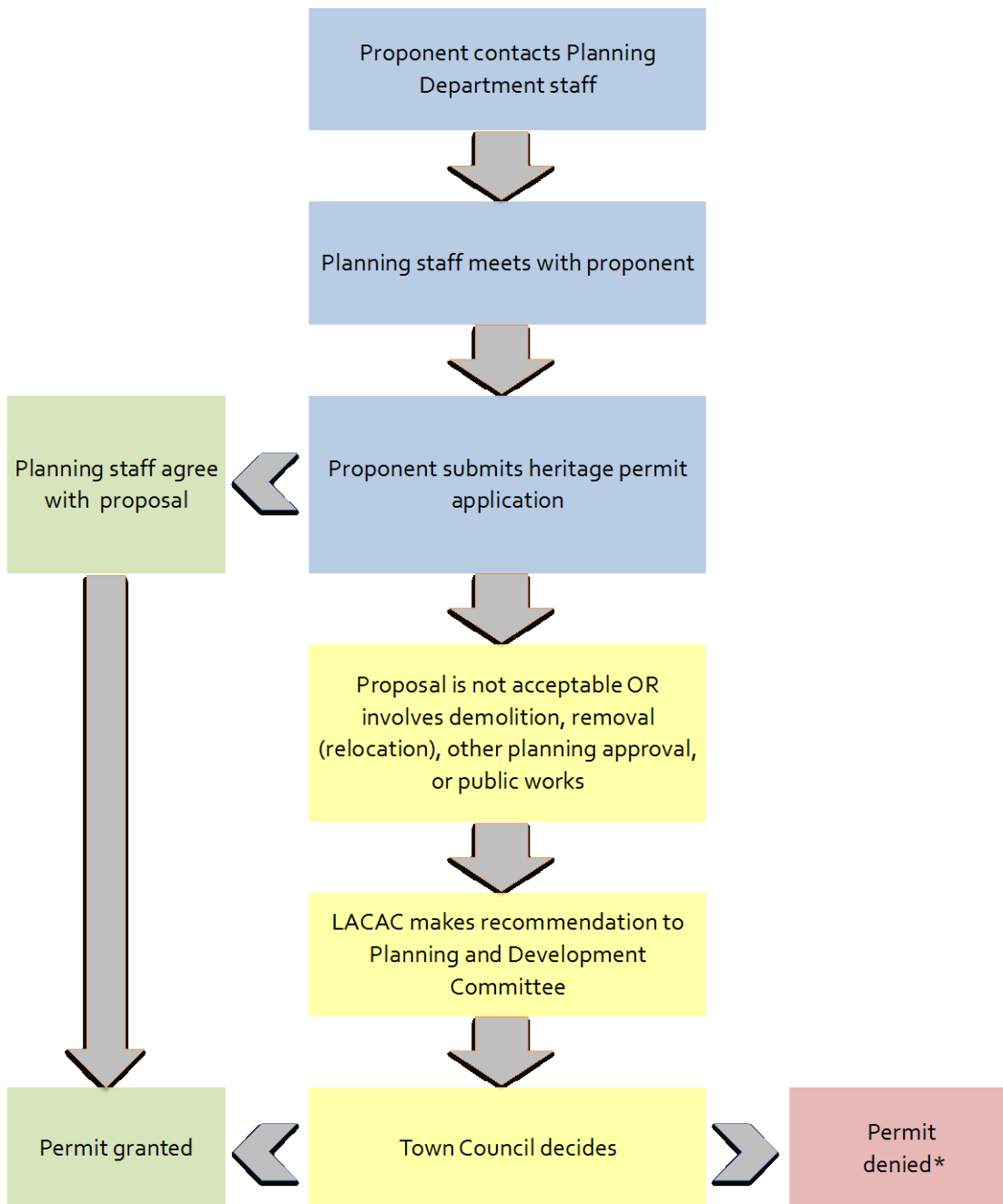
The Planning Department will prepare a report a year after the heritage conservation district has been established and may report every following year, commenting on progress made in implementing the plan.

### **6.4.2 Plan Review**

Within five years of the district's establishment, the Town will review the plan's effectiveness in preserving the neighbourhood's small-town historic character.



## Appendix A: Flow Chart Showing Heritage Permit Approval Process



\* Owner may appeal to the OMB if heritage permit application is denied.