

Attachment F
*Heritage Conservation Plan and
Statement of Significance*

Heritage Conservation Plan

806 Eighth Street :: Thomas and Stella Sincock House :: 1929
Moody Park :: New Westminster, BC



Prepared by Elana Zysblat, CAHP :: Ance Building Services :: October 2021

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Statement of Significance



Description of Historic Place

The Sincock House is a 1.5 storey wood-frame house (plus basement) sited on Eighth Street near the corner of Eighth Avenue and Moody Park in New Westminster, BC.

Heritage Values

Constructed in 1929, the Sincock House is valued for its direct association with the interwar development boom in New Westminster, centred around the late 1920s, when new neighbourhoods were developed in the city, and existing neighbourhoods, such as Moody Park, were filled in. This period saw the major expansion and development of the park itself which coincided with, and likely helped to spark, the filling in of the remaining empty residential lots in the Moody Park neighbourhood.

The house represents the work of local residential building contractors, Bodley & Sons who built numerous homes in the Burnaby and New Westminster areas in the same interwar period. Ontario-born Samuel Whitman Bodley was considered a 'pioneer building contractor' according to his obituary of 1949. All the known homes he constructed in New Westminster still stand today - 802 Fifth St (1929), 806 Eighth St. (1929), 701 Third Ave. (1938), 505 Eighth Ave. (1930), 809 Eighth Ave. (1937) and 725 Fifth St. (1931).

The Sincock House is valued as a working-class 1920s Craftsman Bungalow, which although modest in scale, features high quality craftsmanship and finishing. This building type represents the trending working-class house designs popularized in house plan catalogues of the 1920s often utilized in the construction of the over 500 new homes built between 1927 and 1929 in New Westminster's 'bungalow boom'. It contributes to the dominant historic character of the Moody Park streetscapes along the park which were filled in in the 1920s and 30s with 'bungalow homes'. Although many of the

homes built in this period still stand today, the character of Eighth Street is diminished by the impacts of the arterial traffic and the resulting high hedges.

The historic place is further important for its association with its original owners, Thomas and Stella Sincock, and its builder, Bodley & Sons, who each in their own way had enduring impacts on the social and physical development of New Westminster in the first half of the 20th century. The historic place endured as the Sincock family home for over 40 years. Thomas Henry Sincock (1891-1989) was born in Fort Langley and was a life-long resident of New Westminster. Sincock worked as a driver for two New Westminster 'institutions' Royal City Taxi (established just after WWI and still exists today) and Royal City Laundry which functioned under that name until 1960.

Character Defining Elements

- Residential use since 1929
- Location on Eighth Street in close proximity to Moody Park and houses of a similar vintage
- Set back in line with other houses on the street each with a modest front yard
- Residential form, scale and design
- One and a half storey height plus basement level
- Side-gabled roof with pronounced overhangs
- Craftsman Bungalow style as expressed in its horizontal orientation, large side-gabled roof with deep eaves, pointed fascia board ends, prominent front porch with flared column piers and a mix of several finishing materials (stucco, wood siding, granite, brick)
- Central, projecting front porch with flat roof and two wood support columns with flared granite piers
- Concrete front stairs with rounded corners on lowest stair
- Wide plank horizontal lap siding on the main and attic levels with rough-cast stucco on the basement level separated by a wood belt course with moulding.
- Flower boxes with decorative reliefs and brackets on either side of the front porch
- Original window and door openings throughout
- Wood double-hung windows with divided vertical light upper sashes
- Window and door trim with backband moulding
- Internal brick chimney

Current Photos

front view
8th street entrance



Side view
lane





Side and rear view showing rear of garage



Garage structure viewed from inside the house

Historic Brief

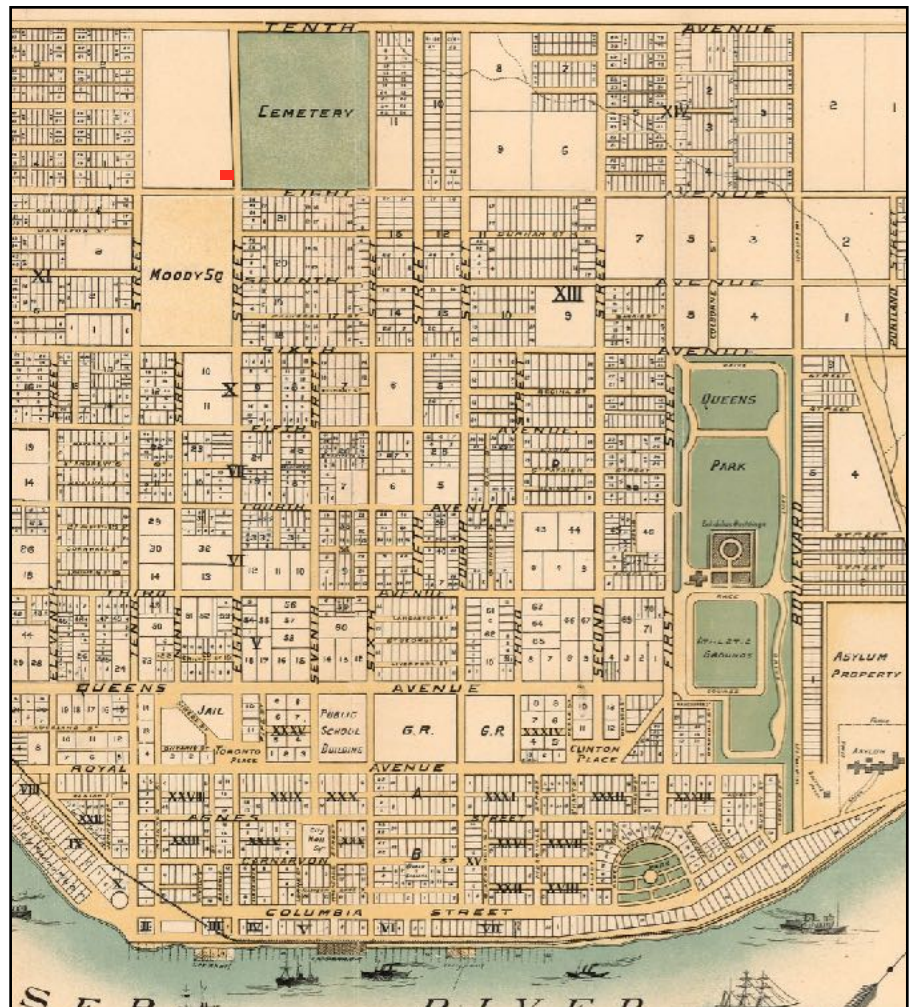
Although parks and public plazas were allocated in New Westminster's first plan drawn by the Royal Engineers in the early 1860s, there was almost no development beyond the Royal City's original northern boundary of Royal Avenue until the 1880s, and it was decades before the city had an economy capable of supporting the development of its allocated public parks through tax levies.

The announcement of the arrival of the CPR to Vancouver, with a branch line to New Westminster, sparked a significant building boom between 1887-1898, transforming the small town into a real city.

At the time this map (right) was drawn in 1892, New Westminster had not only a train station but a streetcar system, electric street lights, and expanded boundaries well beyond Royal Avenue to include suburbs such as Queen's Park, Sapperton and Queensborough. Queen's Park was refined and laid-out with public gardens, walkways and sports fields.

It wasn't until 1889 that Council proposed a \$10,000 bylaw for the improvement of Moody Park (then known as Moody Square), which was passed by voters. Work got underway and was completed the following year. In 1908 "Moody Park Square" was formally conveyed by an Act of the Provincial Government for the "recreation and enjoyment of the public upon trust" to the City of New Westminster. By this time a well established neighbourhood of homes surrounded the park.

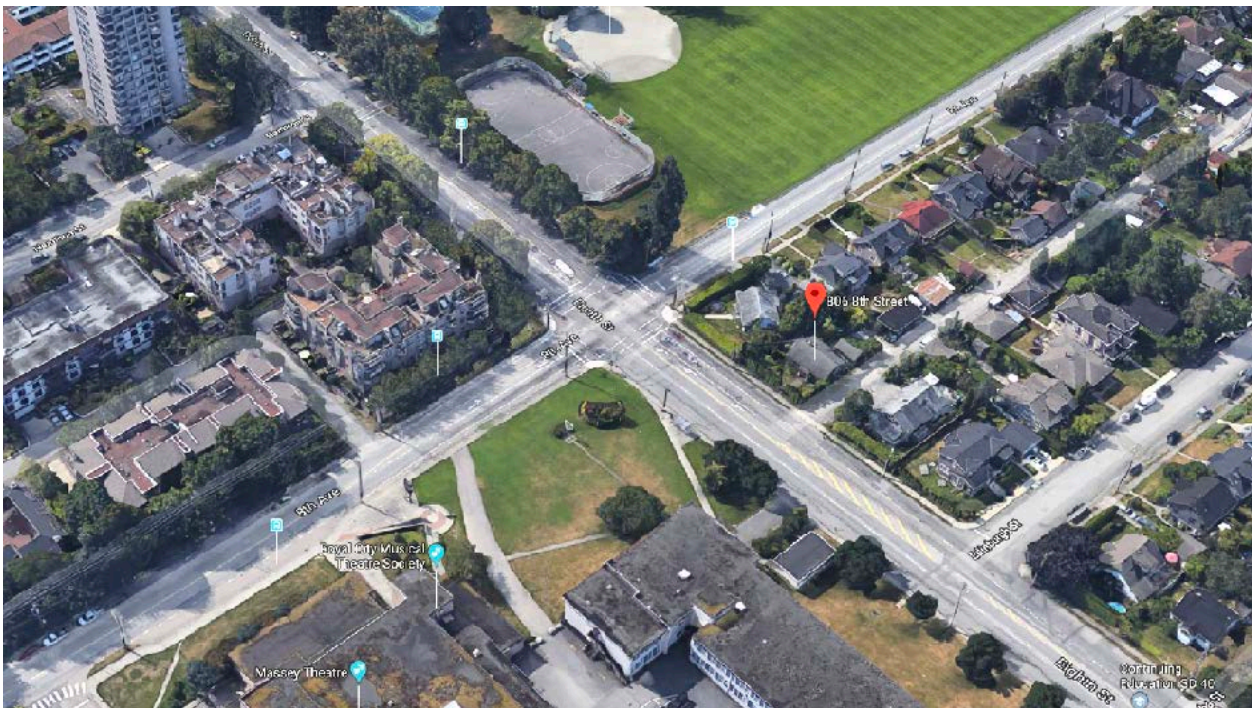
An economic downturn sparked by World War I halted most construction in the Lower Mainland. In the 1920s and 30s a third wave of development occurred in the City which saw the major expansion and



(portion of) City of New Westminster map, by R.J. Williams, Ottawa. 1892. The future subject property at 806 Eighth St. is marked in red. source: City of Vancouver Archives Map 617

development of Moody Park for the community and children, and again in the mid-30s when an even more ambitious landscaping and development plan was executed. The development of the park coincided with the filling in of remaining empty residential lots around the park and in the Moody Park neighbourhood. In fact, the entire subject block was developed between 1920 and 1935 - during this development period - except for 930 Eighth Street (built in 1912) which was the only house standing here before World War I.

The interwar years especially saw the development of the northern part of the neighbourhood. Across the street from the subject house an early, relocated cemetery became the City Isolation Hospital (1890s). The hospital stood along side City stables and storage structures, and at the beginning of the Second World War military barracks and a drill field were added to the site. With the removal of these following the war, the site was developed for public high schools and the Massey Theatre.



The subject house near the corner of Moody Park, across from New Westminster Secondary and the Massey Theatre.

Historic catalogue house plans that may have been used for the Sincock House



Model M-1006 of the 1920 Harris Homes catalogue - Harris Brothers of Chicago, Illinois. Source: antiquehome.org

Harris Home No. M-1006

Size 30 ft. x 29 ft. 6 in.
Including Addition

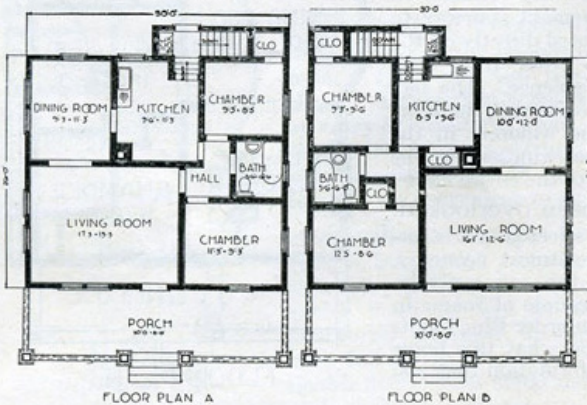
5 Rooms
and Bath

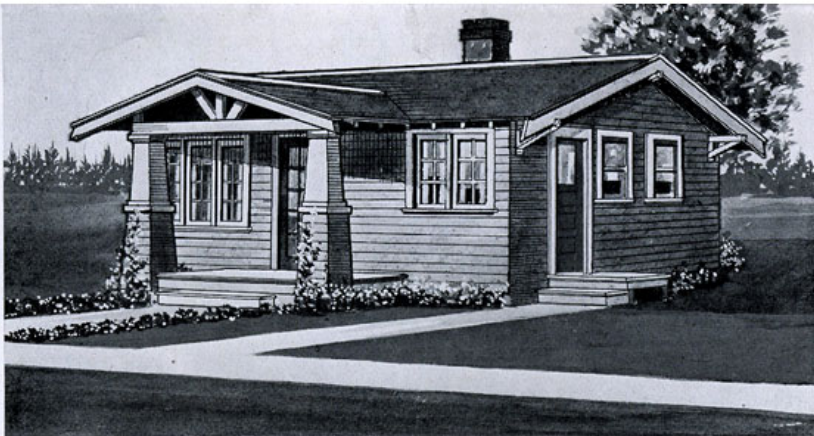
THIS is also a new design that is offered at an exceptionally low price, due directly to modern machinery, standardization of material, great volume production and the elimination of all waste.

At a glance one can see how the well balanced exterior harmonizes in every respect with the spacious front porch, and studying the floor plans it is easy to tell that the architect has given considerable study to housewife's convenience. Housekeeping will be a real joy in this remarkably well planned home.

Here we also offer two floor plans, "A" and "B." Note how in each plan every square inch of floor space is utilized to best advantage—the Living Room is large and well lighted, having four good sized windows and large glazed front door. From

the Living Room a door gives access to a hall connecting the two bedrooms. Between these a convenient bathroom —note also door connecting kitchen with this hall. This is a feature that is well liked in this home for it saves many unnecessary steps. The kitchen opens upon a stairway which leads to the grade entrance and to the basement. The icebox can conveniently be placed on the grade landing as shown.

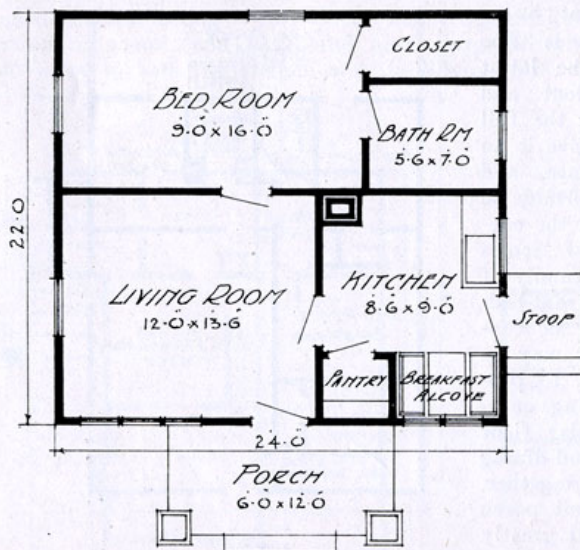




The Santiam #188
of the 1921
Fenner
Manufacturing
Company
catalogue.
Source:
antiquehome.org

The Santiam Fenner Home No. 188

“JUST the thing for two people, and a little beauty, at that!” This was the exclamation of a woman who lives in a Fenner home when she saw the first plans of “The Santiam.” Other people liked it, too, so we decided to put it into the catalog. It certainly makes a cozy little home, and the big front porch with the heavy pillars add an artistic touch that makes it look a much larger house than it actually is. The floor plans will show you



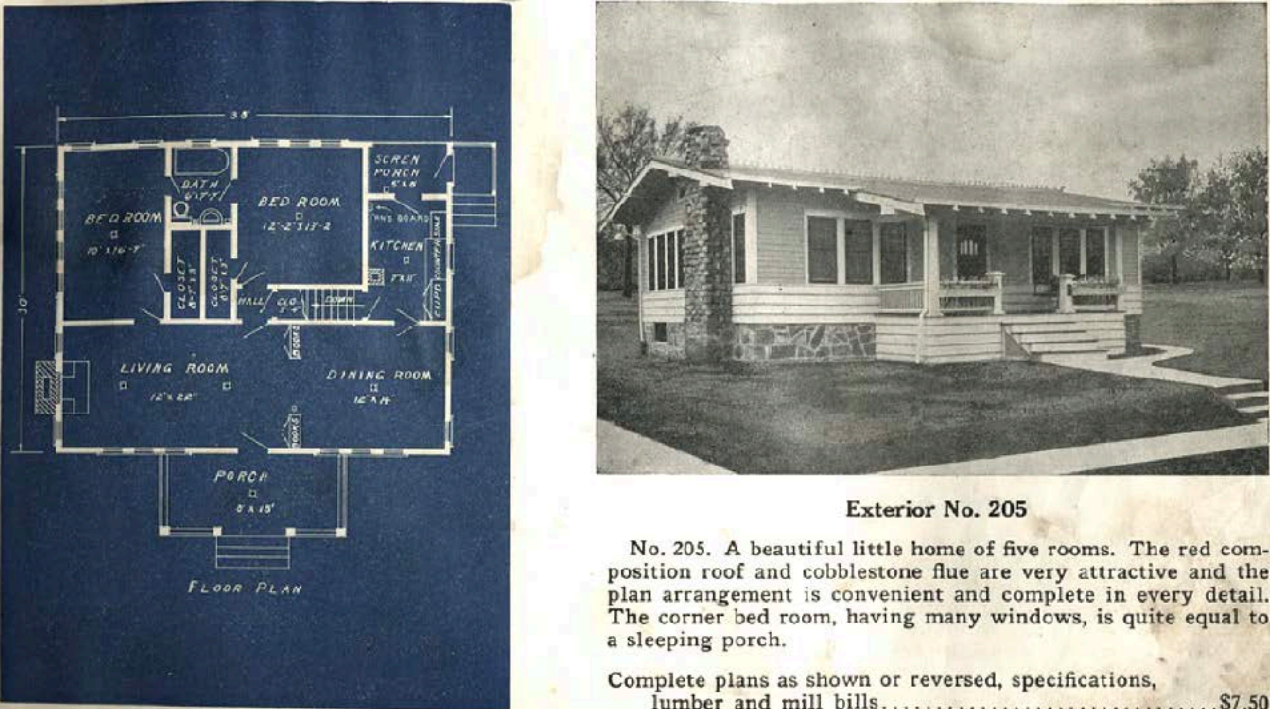
how conveniently arranged this little home can be made. There is nothing elaborate, nothing fancy about it, but it certainly is a pretty little house, and for the money it is one of the nicest four-room homes that can possibly be built.

See price list just inside front cover

Specifications on pages 11 to 14.

Wall and floor sheathing not furnished.

Your contractor can make your dream come true by using our plans.



The floor plan (left) shows a rectangular house with a front porch (5' x 15'). The interior includes a living room (12' x 22'), a dining room (12' x 18'), a kitchen with a screen porch, a bathroom, and two bedrooms (10' x 16'-7" and 12' x 11'-2"). A central hallway connects the rooms. The exterior view (right) shows a single-story bungalow with a stone chimney on the left side, a covered front porch with a railing, and a small front yard with a concrete walkway.

Floor Plan No. 205

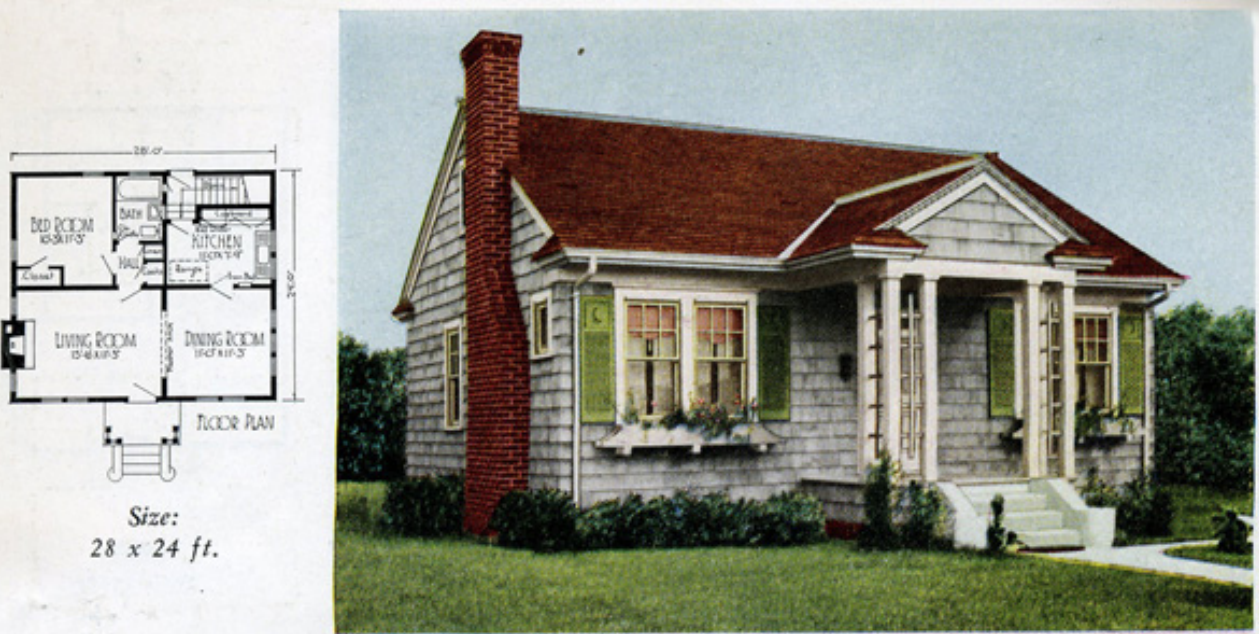
Exterior No. 205

No. 205. A beautiful little home of five rooms. The red composition roof and cobblestone flue are very attractive and the plan arrangement is convenient and complete in every detail. The corner bed room, having many windows, is quite equal to a sleeping porch.

Complete plans as shown or reversed, specifications,
lumber and mill bills..... \$7.50
Duplicate sets with original order, per set..... 2.50

PAGE THIRTEEN

Model # 205 from the 1924 Garlinghouse catalog of bungalows (Fifth Edition). Source: antiquehome.org



The image contains two main visual elements. On the left is a detailed floor plan for a house, labeled 'FLOOR PLAN' and 'Size: 28 x 24 ft.'. The plan shows a Living Room (12'4" x 11'5"), Dining Room (10'4" x 11'5"), Kitchen (10'0" x 11'5"), Bed Room (10'0" x 11'5"), Bath, and a central Hall. A front porch is also indicated. On the right is a color illustration of the exterior of the house, 'HOME BW-4264'. It is a single-story Colonial bungalow with a red brick chimney on the left side, a gabled roof with a small pediment over the front porch, and white columns supporting the porch. The house has light-colored siding and green shutters on the windows.

HOME BW-4264

AFTER all there is nothing so pleasingly home-like as a simple little Colonial bungalow of shingle construction, especially if it is designed properly. It would almost be inappropriate to describe the little home pictured above in building terms, it is such an attractive, appealing little place that anyone could become attached to. It would not be hard to imagine this design as a very desirable home for some young couple, as the interior layout will provide very comfortable living quarters for a small family.

This design in Siding construction would be just as attractive.

Model #4264 of the 1924 Bilt-Well Homes of Comfort catalogue. Source: antiquehome.org

Conservation Objectives

Preservation and Restoration are the overall conservation objectives for the historic house.



Rendering of the proposed development showing the relocated historic house and the new townhouse along Eighth Avenue. Credit: Grimwood Architecture.

Rehabilitation is the conservation objective for the property.

As the immediate context of the property on Eight Street has changed from a single-family homes streetscape to a high-traffic arterial, the historic house will be relocated to quieter Eight Avenue, to enhance the quality of life in the house and allow its restoration efforts to be intimately seen and appreciated. It will be relocated two lots west from its current location to a close-by property facing Eighth Avenue, linking the old house with a grouping of similarly-aged homes and enabling it to contribute to a historic streetscape of Interwar bungalows on Moody Park. The historic house will retain its detached residential use. The relocation will make room for a higher-density townhouse development on the lots closest to the busy corner, and for an interior courtyard shielded from Eighth Street. The contemporary townhouses' designs are informed by traditional bungalow elements with their gabled roofs and front porches, and can thus transition harmoniously from a single-family streetscape to a higher-density housing form. The townhouse height closest to the historic house is intentionally lowest (two stories), as the scale of the new buildings intensifies towards the busy corner of Eighth and Eighth. The proposed development does not negatively impact the exterior design of the historic house, nor affect the property's Character Defining Elements and Heritage Values, as they can be more visibly and effectively conserved at the new proposed location.

Definitions from the Standards & Guidelines for the Conservation of Historic Places in Canada (2nd edition):

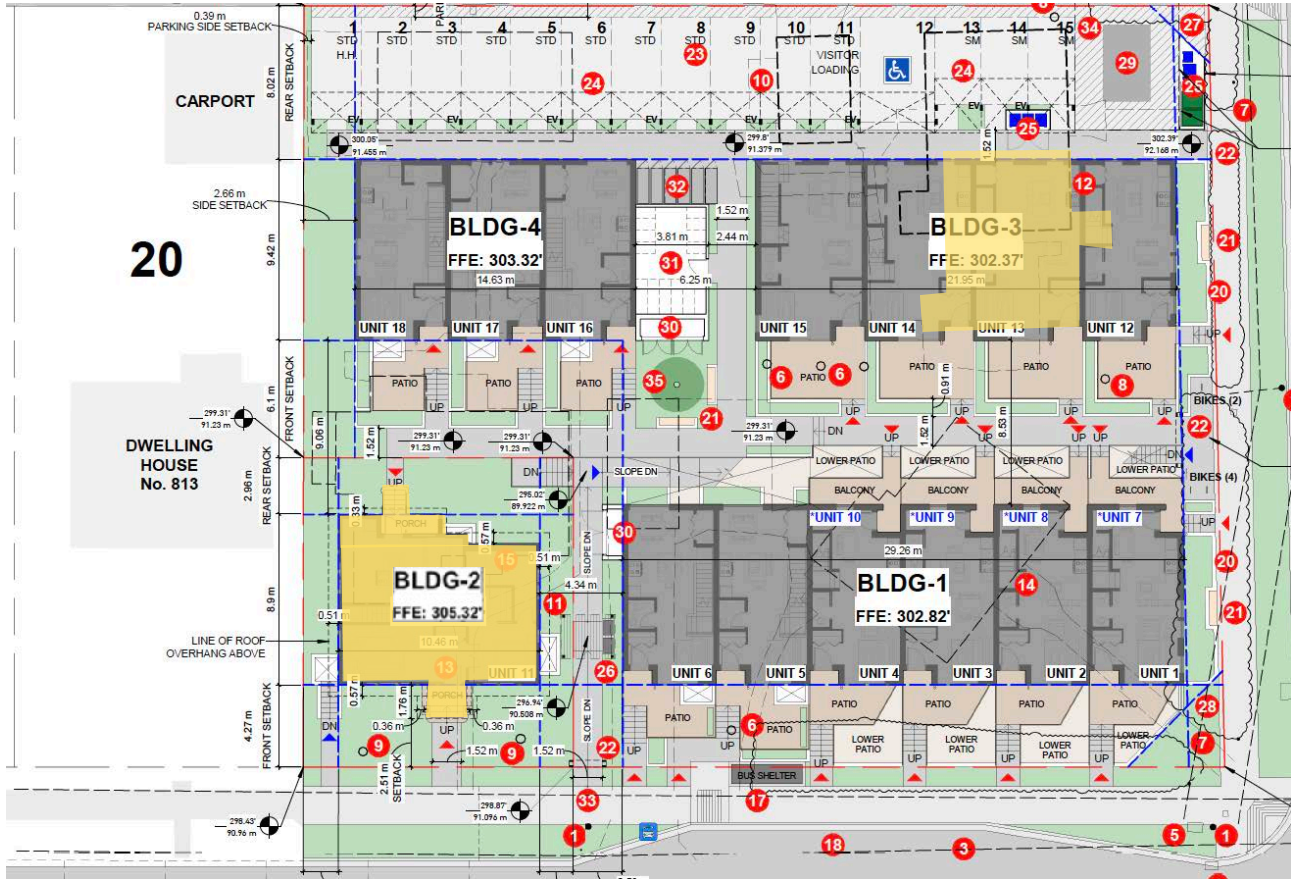
Preservation: The action or process of protecting, maintaining and/or stabilizing the existing materials, form and integrity of an historic place or of an individual component, while protecting its heritage value.

Restoration: The action or process of accurately revealing, recovering or representing the state of a historic place or an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

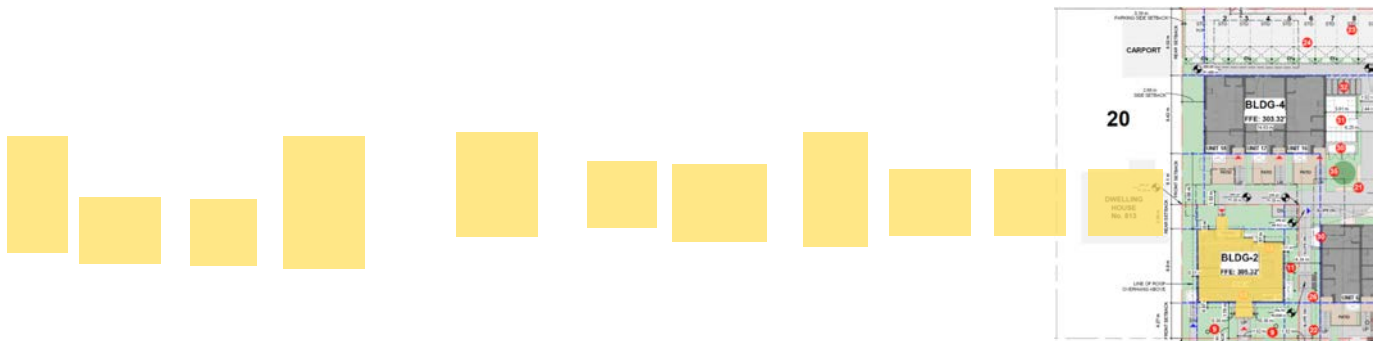
Rehabilitation: The action or process of making possible a continuing or compatible contemporary use of an historic place, through repair, alterations, and/or additions, while protecting its heritage value.

Site Plan

The below site plans shows the historic Sincok House (shaded in yellow) in its original location facing Eighth Street at the top right of the plan, and in its new proposed location facing Eighth Avenue in the bottom left of the plan, named building 2 and outlined in yellow. Buildings 1, 3 and 4 represent the new townhouses.



The below illustration shows the partial proposed site plan and its relationship with the 800-block of Eighth Avenue, the 'new' home for the historic Sincok House.



Site plans of the proposed development drawn by Grimwood Architecture with yellow highlights added by the author to show the location of exiting and relocated single family dwellings on the subject block.

Condition Assessment

Overall the building is in **good** condition.

a. Structure

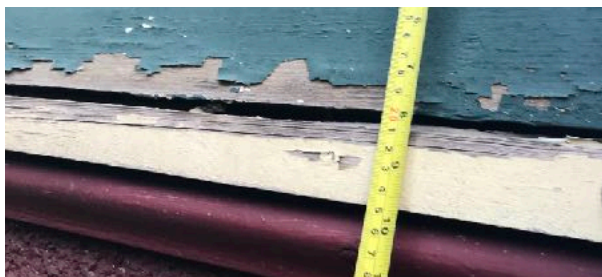
The exterior building lines are true to the eye, there is no visual evidence of structural distortion or obvious failures. The structure as assessable from the exterior and finished basement is in **good** condition.

b. Exterior Wood Elements

- The building's window and door trim features a 'backband' (outlined in red in the photo below) which was a casing style typical of the Interwar years. The window and door trim is in **good** condition.



- The building's traditional wood window sills project from the window frame and beyond the trim line. The larger windows on the main floor don't have window sills, but the wood belt course acts as a sill (drip cap) for them. The belt course wraps the entire house, and is essentially a square sill with a moulding below. It is marked with a red arrow on the above left photo. Sills and belt course are generally in **good** condition with certain areas assessed as **fair** for lack of paint and exposure to weather (see below), however no areas have been identified as damaged beyond repair.



left: photo showing the wood belt course (cream), lap siding (green) and belt course moulding (maroon) on the south elevation. The paint where the siding and belt course meet has dried up and flaked off leaving these wood elements exposed to weather but likely repairable.

- Wide lap wood siding (8" exposure). For the most part this siding is in **good** condition however the paint is flaking off in small areas and a small section appears to be buckling at the rear (outlined in red).



- Front porch columns, caps and bases. The wood portions of the porch column assemblies are in **good** condition. Minor cracks and flaking of paint observed are considered surface issues that can be addressed at the time of repainting.

- Tongue and groove soffits and front porch ceiling are both in **good** condition.



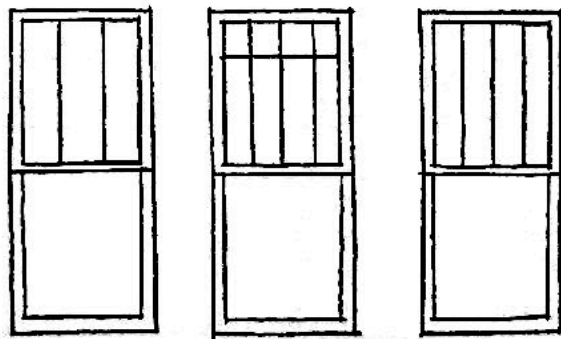
c. Roofing and waterworks

The asphalt shingle roof and aluminum gutters are in **fair-good** condition. The shingles are lifting where the main roof meets the front and back porch roofs (circled in red). Moss is growing on most areas of the roof. The roof appears to be nearing the last 5 years of its life expectancy.



d. Windows and Doors

The 1929 window openings survive on the building on all elevations with original vertical light double hung (or casement) wood window sashes in most openings with the exception of five new metal window inserts - 2 at the back porch and 3 on the side (south) elevation.



1920-1935
3/1 Vertical Lights

1920-1927

1916-1945
4/1 Vertical Lights

The windows are in **good** condition and all operable. Each unit is in need of minor maintenance (putty and hardware inspection and repainting)



The illustration above (see bibliography - Gottfried, Herbert & Jennings) shows typical window designs for Interwar bungalow homes. The Sincock House features vertical lights (from 2 to 5 lights, depending on the window width).

The photo on the right shows the (north) side elevation with two double-hung wood windows (behind screens) and four casement or fixed wood windows with vertical lights.

Doors - Although front and back door openings are unchanged since 1929, the doors themselves do not survive. The front and back doors are metal/hollow wood replacements. The photo to the right shows the replacement front door with a stylized wood screen door, neither are original to the 1929 design.

Flower boxes -

Two original wood flower boxes with diamond reliefs are held up by brackets and hang below the facade picture windows. They are in **fair-good** condition.

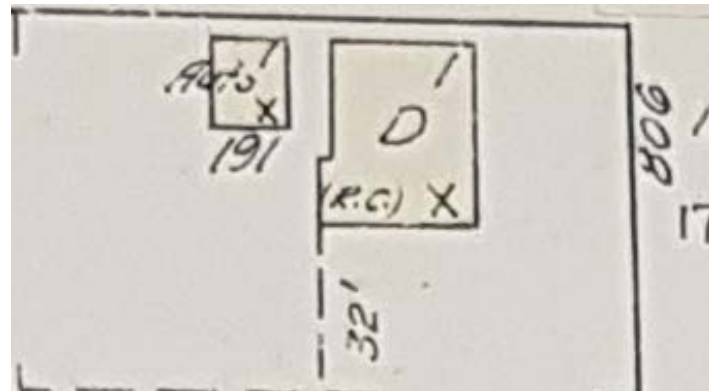


e. Masonry

- Stucco cladding at basement level



A 1931 fire insurance map for New Westminster notes the subject building as being clad in Rough Cast (R.C) stucco (see below). The existing stucco texture (photo left) is consistent with other buildings of the 1920s and 1930s era. The stucco clads the basement level and front porch walls, and is in **good** condition. No cracks or evidence of moisture infiltration have been identified.



Crop from sheet 68 of Goad's fire insurance plan for New Westminster 1931. Source: New Westminster Museum & Archives.

- Granite column piers



The front porch columns are placed on a pair of capped, flared granite piers featuring a rock-face coursed ashlar pattern of alternating large and small stone rows. The piers are in **good** condition, requiring typical maintenance of mortar inspection and repointing.

- Concrete front stairs

The painted concrete front stairs and landing are an integral part of the front porch assembly made up of the granite piers and stucco clad walls. The lowest step features rounded corners. The concrete stairs and landing are in **very good** condition as is their painted finish.

- Brick chimney



A single, internal brick chimney at the roof peak features a rose/ochre coloured brick. The condition appears **good** but requires closer inspection (including flagging and capping) and likely routine maintenance (repointing).

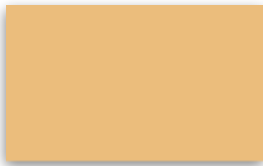
f. Finishes

The painted finish on all wood elements is in **fair** condition, exhibiting failure in spots (peeling, flaking). The painted finish on the stucco and concrete elements however is in **good** condition.

The original paint colours identified on the building through spot scraping and sampling align with exterior colour trends for late 1920s houses as marketed in house catalogues of the era and as typically found on similar aged exteriors. They are as follows:

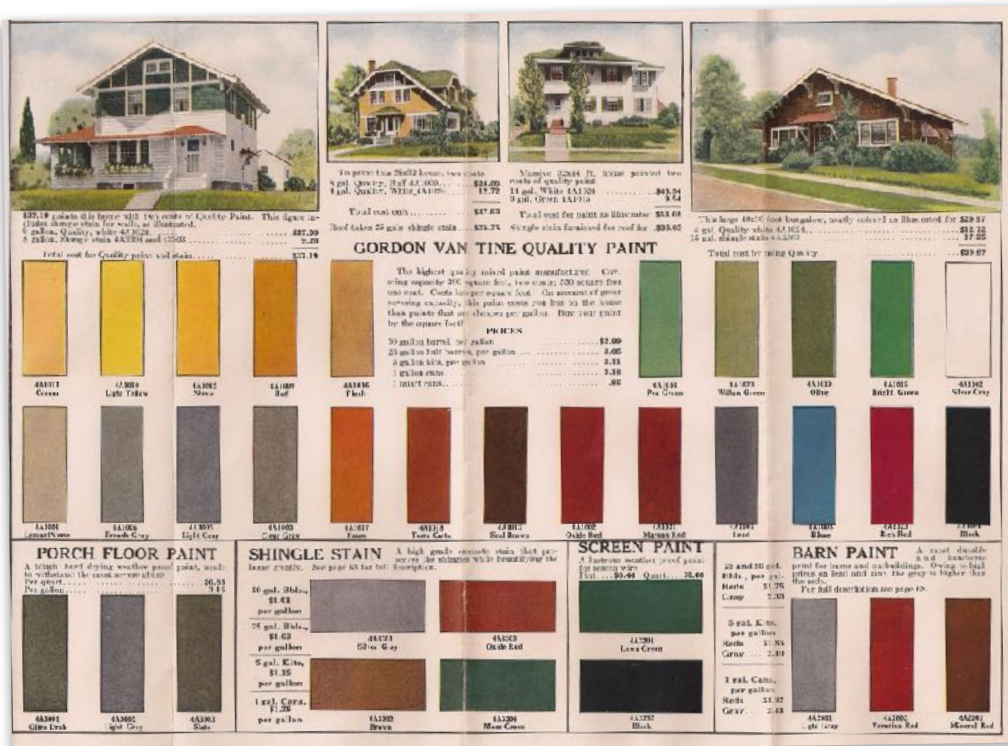
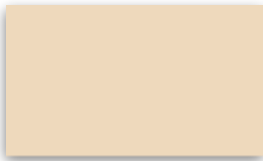
Body: (wood siding and stucco base)

Golden yellow



Trim: (all trim boards, facia, soffits, columns and window sashes)

Cream



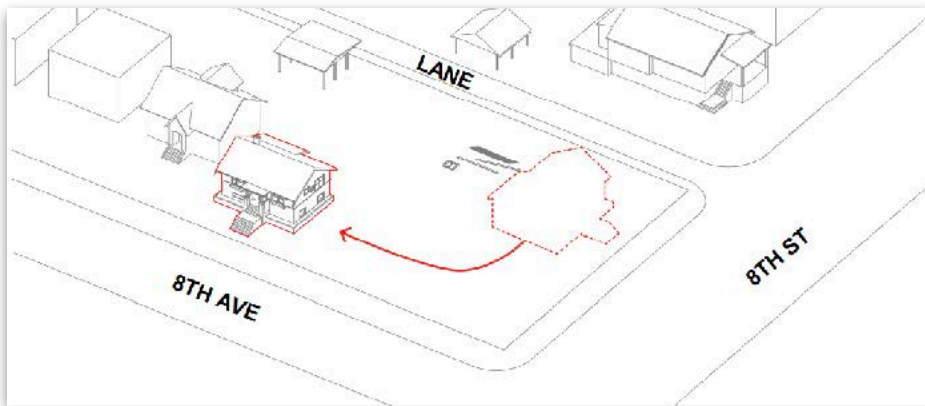
left: page from the Gordon Van Tine house catalogue of 1926 showing recommended colours for exteriors and roofs. The colours found on the subject house are very close to this catalogues "Light yellow" and "Straw" colours.

Source: Gordon Van Tine 1926 Ready Cut Homes catalogue: Building Technology Heritage Library-Association for Preservation Technology, Int. Collection on archive.org

Recommended Conservation Procedures

Structure and foundation - Rehabilitation

Relocate historic Sincok House from its current siting on Eighth Street to the adjacent lot facing Eight Avenue - a quieter and more visible streetscape of historic homes of the same era. Relocating the historic house to the proposed new location allows its restoration efforts to be intimately seen and appreciated and to link it with a grouping of other Interwar bungalows on Moody Park. The proposed improvement in visibility and restoration of streetscape context increase this heritage resource's contribution to the public realm.



Rendering of the proposed relocation plan for the historic Sincok House.
Credit: Grimwood Architecture.

The 1929 wood-frame structure will be lifted off of its foundation and repositioned on a new seismic foundation. This proposed change will allow for a contemporary and improved use of the basement level which is currently low and restricted in size.

Site - Rehabilitation

The former location of the historic house will be developed through the introduction of higher-density townhouses as per the dominant development form along the southern blocks of Eighth Street, from this intersection towards the river. The townhouse height closest to the historic house is intentionally lowest (two stories), as the scale of the new buildings intensifies towards the busy corner of Eighth and Eighth. The colour placement on the ground level of townhouses, as well as the gable roofs and use of individual unit entrances and porches, echoes the single-family character of Moody Park and helps in achieving compatibility with the historic streetscape.



Rendering of the proposed townhouse development. The historic Sincok House is painted in yellow and gold.

Credit: Grimwood Architecture.

New townhouses as 'addition to an historic place'



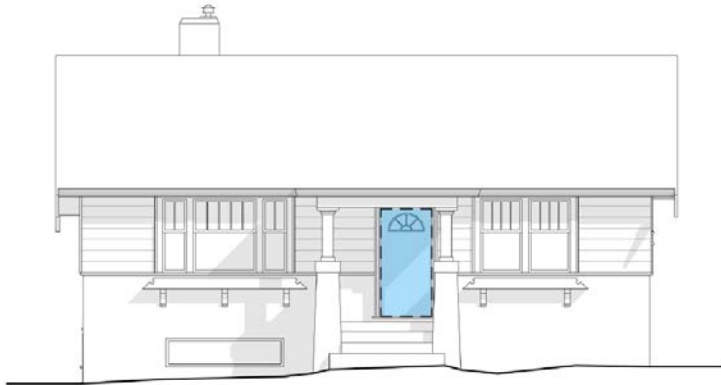
Standard 11 for Rehabilitation, in the Standards and Guidelines for the Conservation of Historic Places in Canada, requires new additions to historic places to be *subordinate*, *distinguishable* and *compatible*. The proposed townhouse design, form and siting achieves this by incorporating traditional bungalow elements in their gabled roofs and front porches as well as a painted ground level colour (compatibility); Clear contemporary design and finishes (distinguishability); General minimal texture and architectural ornamentation (for example - lack of trim boards and columns). The townhouses themselves will be mostly clad in smooth stucco panels. The stories above ground level will not be painted in colour, to minimize the impact of their volume and keep the eye at street level where the multi-textured historic bungalow remains the feature of the development (subordinate).



The two renderings of the proposed townhouse development show the historic Sincok House painted in yellow and gold while the bases of the townhouses are painted in other 1920s colours taken from the same 1926 Gordon Van Tine catalogue the original/found yellow and gold bungalow colours were matched to.

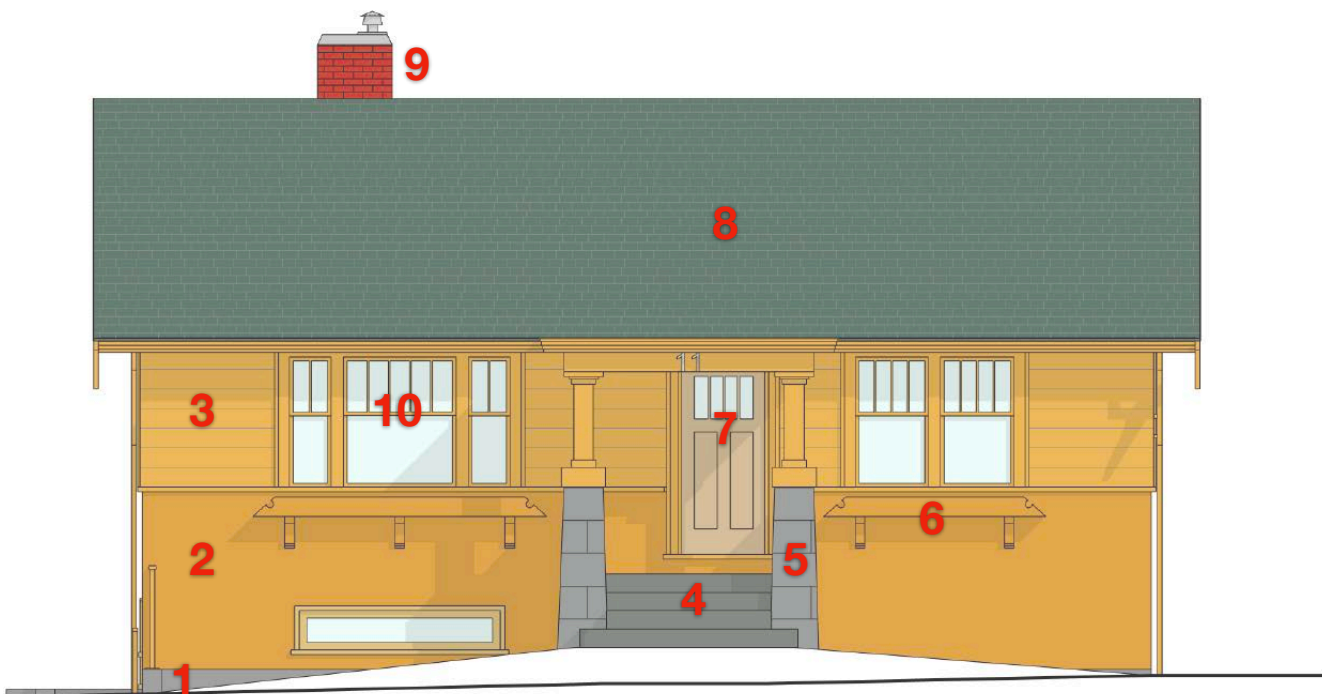
Renderings: Grimwood Architecture

Proposed south elevation (front)



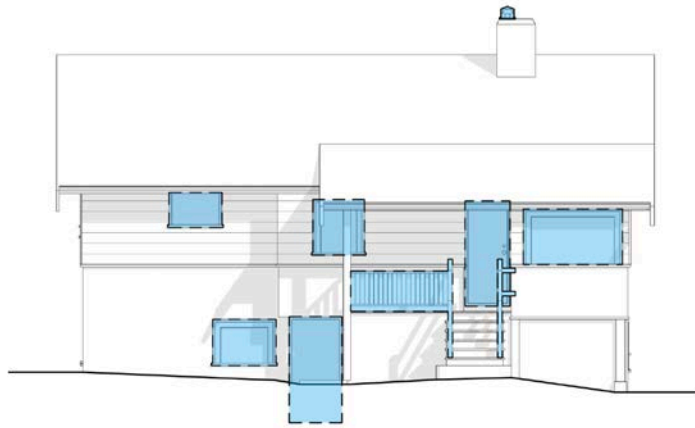
Existing elevation

*Elements in blue to be removed/
replaced to achieve conservation
objectives, see below.*



1. Construct new concrete, seismic foundation and hardscaping elements at new location, excavated below grade, allowing the building's height and relationship to grade to remain similar to its current (historic) conditions (rehabilitation).
2. Preserve 1929 rough cast stucco in situ on front and side elevations. Repair/patch only where damaged due to relocation or reconnection to new foundation. Replicate existing rough cast stucco when patching.
3. Preserve 1929 wood siding in situ on all elevations.
4. Reconstruct (restore) concrete stairs in new location as per existing (historic) design with rounded edges on lowest step.
5. Reassemble (restore) granite piers after relocation as per existing pattern using original stones.
6. Preserve 1929 wood flower boxes in situ.
7. Restore late 1920s bungalow partially glazed wood front door based on door designs from house catalogues of the era.
8. Reshingle roof in coloured shingle as per the residential practice in the first half of the 20th century.
9. Preserve chimney stack as visible above the roof line. Repoint and reflash.
10. Preserve original wood windows in situ, on front and side elevations as noted on plans. Repair and maintain as needed.

Proposed north elevation (rear)



Existing elevation

*Elements in blue to be removed/
replaced to achieve conservation
objectives, see below.*



Preserve massing of roof forms and elevation at rear, including rear porch extension and roof.
Preserve rear open porch and stair locations

Rehabilitate openings on this low-visibility elevation by removing several to accommodate layout improvements on the interior.

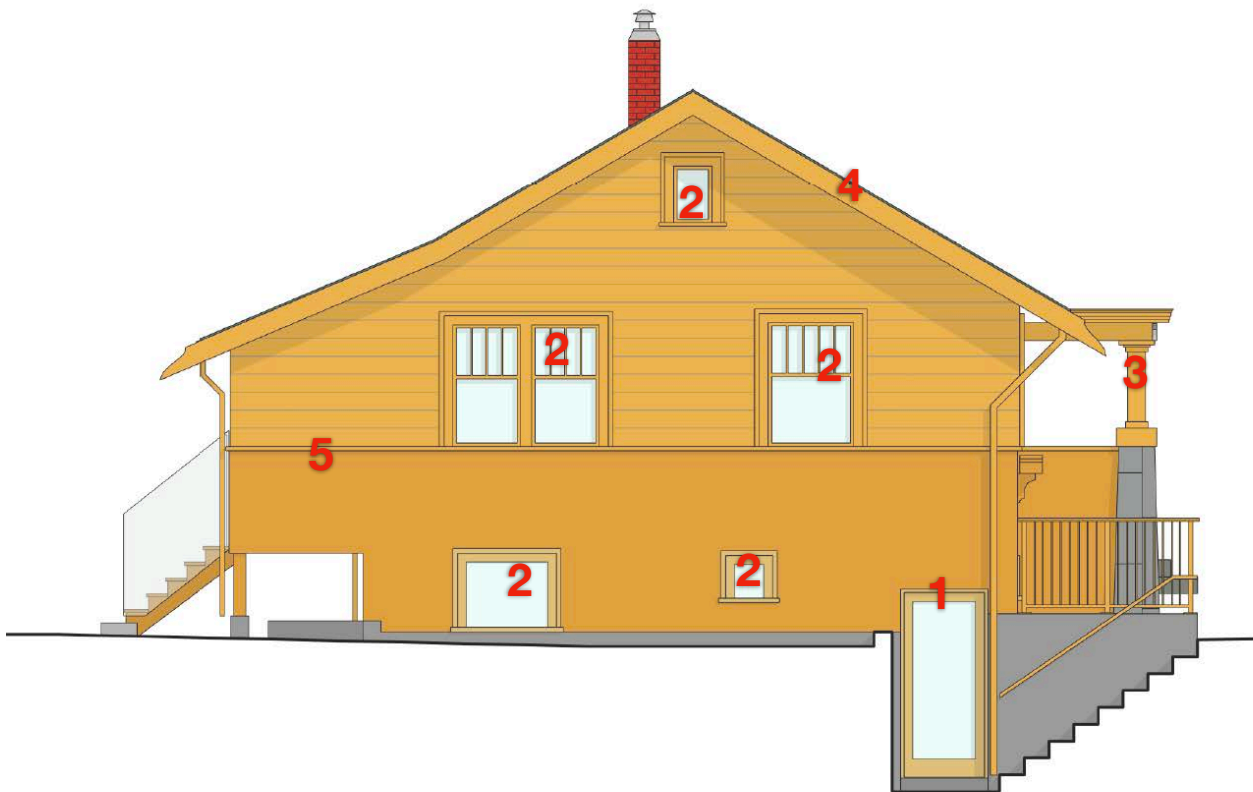
Rehabilitate remaining door and window openings as well as rear rail to contemporary style allowing more light into this side of the house.

Proposed west elevation (side)



Existing elevation

*Elements in blue to be removed/
replaced to achieve conservation
objectives, see previous page and
below.*



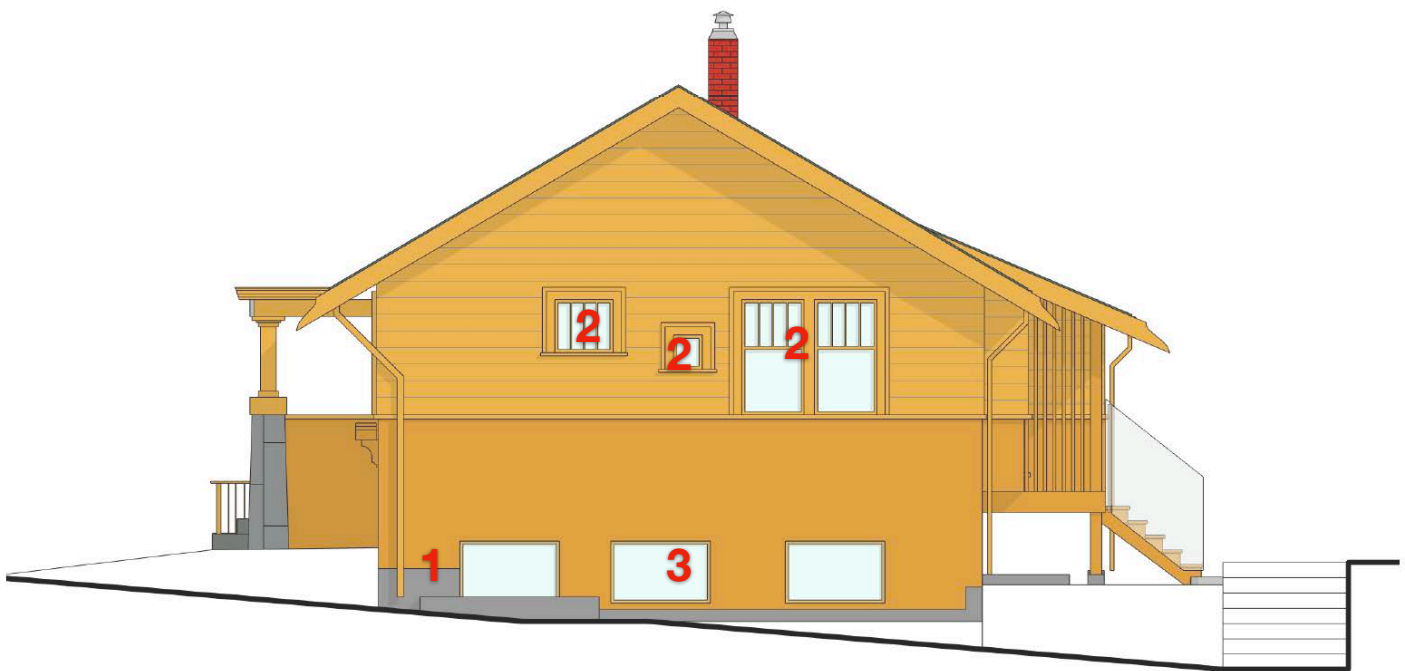
- 1.** Increase basement height through excavation, making the basement living space higher and more liveable. Introduce new contemporary door opening here for basement level.
- 2.** Preserve all original windows on this elevation but one which will be replaced with the new door opening.
- 3.** Preserve front porch wood columns in situ (brace for relocation)
- 4.** Preserve fascia boards and all trim board in situ (for all elevations).
- 5.** Preserve wood belt course and moulding in situ (for all elevations).

Proposed east elevation (side)



Existing elevation

Elements in blue to be removed/ replaced to achieve conservation objectives, see previous page and below.



- 1.** Expand basement level through excavation, making the basement living space higher and liveable. Introduce new contemporary window openings here for the basement level, replacing two small wood basement windows.
- 2.** Preserve 1929 wood windows on main level in situ.
- 3.** Rehabilitate basement level windows by adding one to improve light and liveability at this level.

Finishes

Restore the exterior paint scheme to an authentic 1920s scheme based on the original colours found on the house and in house catalogues of the time:



Trim: Window and door trim, window sashes, facia and belt course, columns, soffits, sills, flower boxes, gutters
California Paints Art Deco 1920s colour - Groovy Gold
Matches Benjamin Moore - Marblehead Gold HC-11
Sheen: semi-gloss (Window sashes to be painted in high-gloss sheen)



Body: Wood siding
Gordon Van Tine 1926 - Light Yellow
Matches Benjamin Moore - Yellow Marigold 2155-30
Sheen: low luster



Body: Stucco
Gordon Van Tine 1926 - Straw
Matches Benjamin Moore - Gold Mine 2155-20
Sheen: low luster



Front door: Clear Lacquer
Sheen: high-gloss



Roof shingles: Iko Emerald Green
duriod

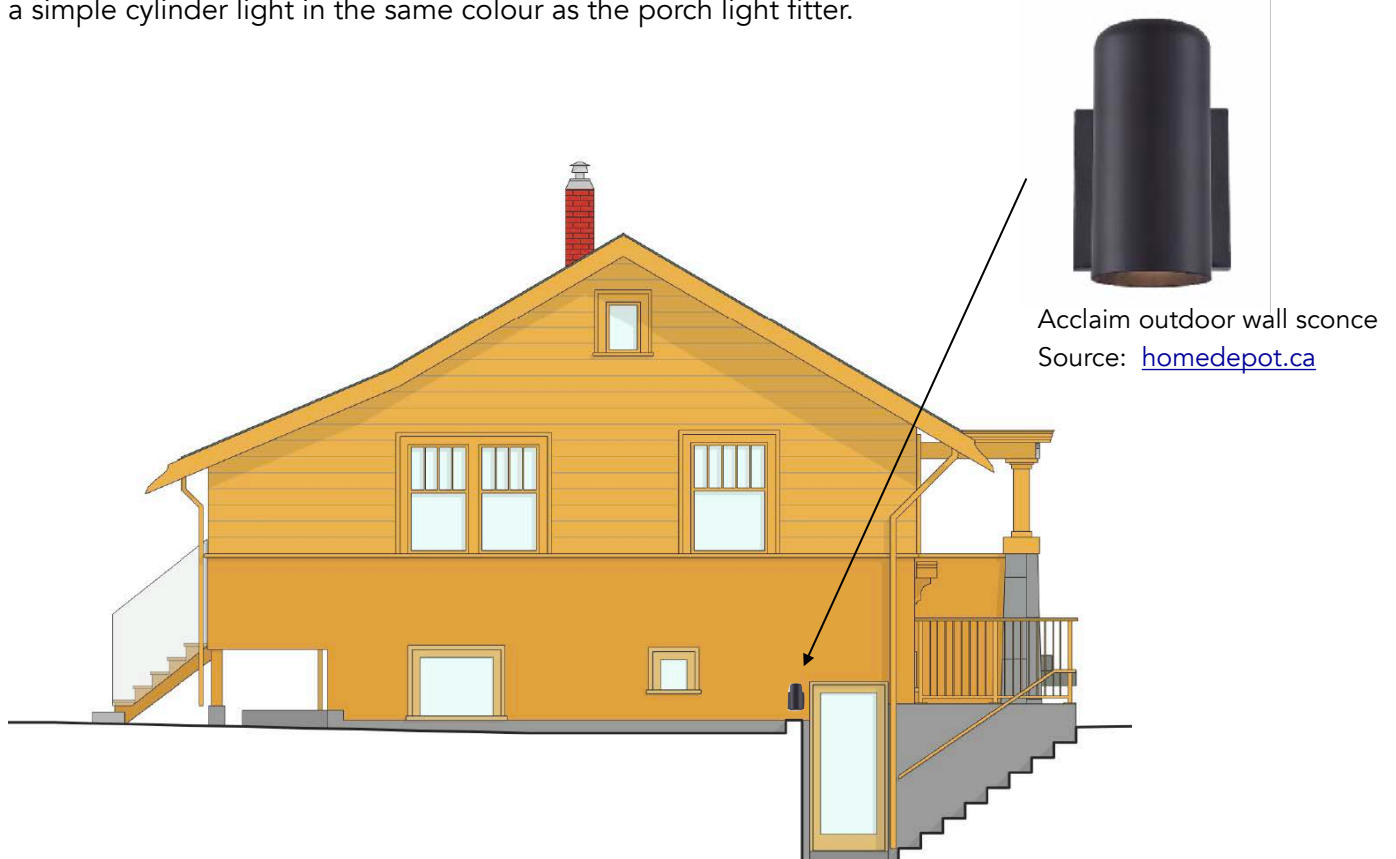
Exterior lighting

Front Porch: Restore the original semi-flush, front porch light fixture which has lost its shade by either rewiring it and replacing the glass shade, or installing a new replica fixture like one of the below traditional choices from Rejuvenation Lighting:



Hollywood 4" or Rose City 3 1/4 " fitters with various shade shapes: Opal Art Deco, Globe, Schoolhouse and Opal Cylinder. Source: rejuvenation.com

Side and back door lighting: Introduce distinguishable wall-mounted lights that are compatible, distinguishable and subordinate to the traditional front porch light such as a simple cylinder light in the same colour as the porch light fitter.



Acclaim outdoor wall sconce
Source: homedepot.ca

Maintenance Plan

Following completion of the conservation works, the owner must maintain the building and land in good repair and in accordance with generally accepted maintenance standards. All work should follow *The Standards and Guidelines for the Conservation of Historic Places in Canada (2nd Edition)*. The local government determines an acceptable level or condition to which the heritage building is maintained through the Heritage Maintenance Bylaw. As with the Heritage Conservation Plan, such maintenance standards apply only to the building exterior.

As general upkeep is frequently overlooked and will lead to deterioration of heritage resources, maintenance standards warrant special attention. Any building should be kept in a reasonable condition so it continues to function properly without incurring major expenses to repair deterioration from neglect. The most frequent source of deterioration problems are from poorly maintained roofs, rainwater works and destructive pests.

Establish a maintenance plan using the information below:

Maintenance Checklist

a. Site

- Ensure site runoff drainage is directed away from buildings.
- It is recommended to maintain min. 2 foot clearance between vegetation and building face and a 12 inch wide gravel strip against the foundation in planted areas.
- Constantly manage vegetation (vines, etc.) that is ornamentally attached to the building.

b. Foundation

- Review exterior, and interior where visible, for signs of undue settlement, deformation or cracking of foundation and if encountered seek advice from Professional Engineer.
- Ensure perimeter drainage piping is functioning satisfactorily.
- Inspect basement interior for signs of moisture migrating through foundation walls in the form of efflorescence (a white powder on concrete) or staining of finishes. A "smell test" for musty air can indicate a moisture problem.

c. Stucco

- Most stucco deterioration is the result of water infiltration, either through the roof, around chimneys, window and door openings, or excessive ground water or moisture penetrating through, or splashing up from the foundation. After the cause of deterioration has been identified, any necessary repairs to the building should be made first before repairing the stucco.
- In the interest of saving or preserving as much as possible of the historic stucco, patching rather than wholesale replacement is preferable.
- Repainting shall be in historic colours as approved in this plan or with a Heritage Alteration Permit (HAP) issued by the Local Authority.

d. Wood Elements

- In the wet coastal climate of British Columbia maintaining integrity of exterior wood elements is critical in preventing water ingress into buildings.
- Annually inspect wood elements for signs of deterioration, identify source of problem and take corrective repair/replacement action:
 - o wood in contact with ground or plantings;
 - o excessive cupping, loose knots, cracks or splits;
 - o open wood-to-wood joints or loose/missing fasteners;
 - o attack from biological growth (moss, moulds, etc.) or infestations (carpenter ants, etc.);
 - o animal damage or accumulations (chewed holes, nesting, bird/rodent droppings) USE HAZARDOUS MATERIALS PROCEDURES;
 - o signs of water ingress (rot, staining, mould, infestation).
- Closely inspect highly exposed wood elements such as porches, railings and stairs for deterioration. Anticipate replacement in-kind of portions of these elements every 10-15 years.
- Inspect visible caulking joints for continuity and shrinkage. Expect to redo caulking every 3-5 years.

e. Windows and Doors

- Replace cracked or broken glass as it occurs.

- Check satisfactory operation of windows and doors.
- Check condition and operation of hardware for rust or breakage. Lubricate hardware annually.
- Inspect weather stripping for excessive wear and integrity.

f. Roofing and Rainwater Works

- Inspect roof condition every 5 years, looking for:
 - o loose, split or missing shingles, especially at edges, ridges and hips;
 - o excessive moss growth and/or accumulation of debris from adjacent trees;
 - o flashings functioning properly to shed water down slope.
- Remove roof debris and moss with gentle sweeping and low-pressure hose.
- Plan for roof replacement every 18-22.
- Annually inspect and clean gutters, flush out downpipes. Ensure gutters positively slope to downpipes, there are no leaks or water splashing onto building.
- Ensure gutter hangers and rainwater system elements intact and secure.
- Ensure downpipes inserted into collection piping stub-outs at grade and/or directed away from building onto concrete splash pads.

g. General Cleaning

- Building exterior should be regularly cleaned depending on build up of atmospheric soot, biological growth and/or dirt up-splash from ground.
- Cleaning prevents buildup of deleterious materials which can lead to premature and avoidable maintenance problems.
- Windows, doors and rainwater works should be cleaned annually.
- When cleaning always use gentlest means possible such as soft bristle brush and low-pressure hose. Use mild cleaner if necessary such as diluted TSP or Simple Green®.
- Do not use high-pressure washing as it will lead to excessive damage to finishes, seals, caulking and wood elements, and it will drive water into wall assemblies and lead to bigger problems.

Research Resources

City of New Westminster

Building permit records - CityViews database; Barman, Burton & Cook. 2009. Moody Park Historical Context Statement; History of Moody Park - Parks & Recreation.

New Westminster Museum & Archives

Tax Assessments, Water Connection Records, Field Inspection Cards, Fire Insurance Plans

New Westminster Public Library

Historic directories, Fire insurance maps, Municipal Voters Lists

Columbian Daily newspaper - various archival editions

Archival newspapers

newspapers.com and UBC Special Collections BC Historical Newspapers

Publications

Antiquhome.org - House Plans Archive

Freund-Hainsworth, Katherine & Hainsworth, Gavin. A New Westminster Album: Glimpses of the City as it was.

Gottfried, Herbert & Jennings, Jan. 1985. American Vernacular Building and Interiors 1870-1960. Norton & Co.

Hayes, Derek. 2005. Historical Atlas of Vancouver and the Lower Fraser Valley. Douglas & McIntyre.

Windsor Liscombe, Rhodri. 1997. The New Spirit: Modern Architecture in Vancouver 1938-1963. Douglas & MacIntyre.

Wolf, Jim. 2005. Royal City: A Photographic History of New Westminster. Heritage House.

antiquehome.org and archives.org historic house catalogues collections

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