

# ATTACHMENT B PROPOSED ALTERATIONS SUMMARY



Engineers

February 21, 2025

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Dear Harsh,

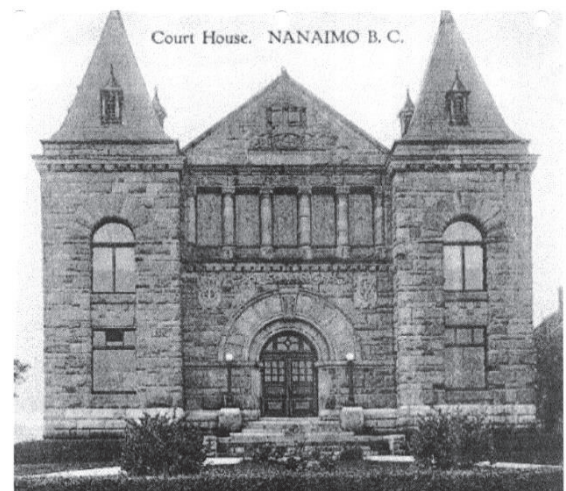
**RE: Nanaimo Courthouse  
Building Rehabilitation Program  
35 Front Street, Nanaimo, BC V9R 5J1**

**RJC No. NAN.108594.0005**

The BC Ministry of Citizen's Services is currently planning to undertake a rehabilitation of the Nanaimo Courthouse building. Following a feasibility study completed in 2022/2023, the proposed scope of work that will impact the heritage portion of the building will primarily involve a roof renewal, window replacement, and cornice repairs.

The purpose of this letter is to outline the proposed alterations to the exterior of the Nanaimo Courthouse and provide detailed information on the planned modifications and their impact on the building's heritage elements.

The proposed alterations have been carefully assessed and designed to align with City of Nanaimo Heritage Building Guidelines, and typical conservation best practices to ensure the architectural character and cultural significance of this landmark is maintained.



**Figure 1 – Archive Photo, Nanaimo Courthouse**

## 1.0 Character Defining Elements

The Nanaimo Courthouse was constructed in 1895 and became formally recognized as part of the Community Heritage Register on October 7, 2002, with the recognition authority being the Government on British Columbia. It is listed in the Canadian Register for Canada's Historic Places and is described as a Richardsonian Romanesque style building located in downtown Nanaimo.



The following is a list of the Character Defining Elements as outlined in the Canadian Register for Historic Places:

- *All elements of the original Richardsonian Romanesque style as expressed in the monumental scale*
- *Symmetrical façade*
- *Rough dressed sandstone exterior bearing walls*
- *Granite foundation blocks,*
- *Corner towers with high bellcast pyramidal roofs,*
- *Large arched central entry*
- *Decorated keystones*
- *Slate roof with copper flashing and ridge ornamentation*
- *Elaborate leaded, stained and painted glass windows*
- *Complicated and picturesque roofline*

## 2.0 Proposed Interventions

The following outlines the proposed interventions to the character defining elements as a part of the rehabilitation program. The conservation policies as described in the *Standards and Guidelines for Conservation of Historic Places – The Standards* that align with each intervention have been provided to ensure that the work is completed following best practices to retain the historic elements.

### 2.1 Replacement of the Existing Slate Tile Roof

As part of the proposed restoration project, the existing slate tile roofing will be carefully removed and replaced with new slate tiles that match the original in color, texture, and pattern. The existing roof is in poor condition and at the end of its service life, and full replacement has been determined to be a more long term solution.

The replacement approach will include slate tiles obtained from Glendyne quarry in St. Marc-du-Lac-Long, Quebec, which is determined to be historical authentic for the building. As the roof is being replaced, any deterioration or structural concerns associated with the aging roof materials will be repaired, along with some upgrades to the roof framing to improve seismic performance.

This work will comply with the conservation policy as outlined in the Standards and Guidelines for Conservation of Historic Places – The Standards: *“Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.”*

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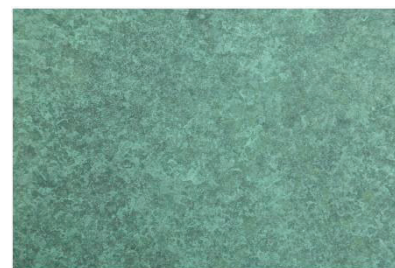
## 2.2 Refurbishment of Stained Glass Windows

As part of the proposed restoration project, the existing stained-glass windows will be carefully refurbished to preserve their historical and artistic significance while improving their structural integrity and longevity. The refurbishment process will involve a detailed assessment of each window to identify any damage, including but not limited to cracked or missing glass pieces, and deteriorated framing materials. Any broken glass will be repaired by qualified stain glass contractor, and the frames painted and re-sealed for reinstating the waterproofing qualities.

This work will comply with the conservation policy as outlined in the Standards and Guidelines for Conservation of Historic Places – The Standards: *“Repair character-defining elements by reinforcing their materials using recognized conservation methods.”*

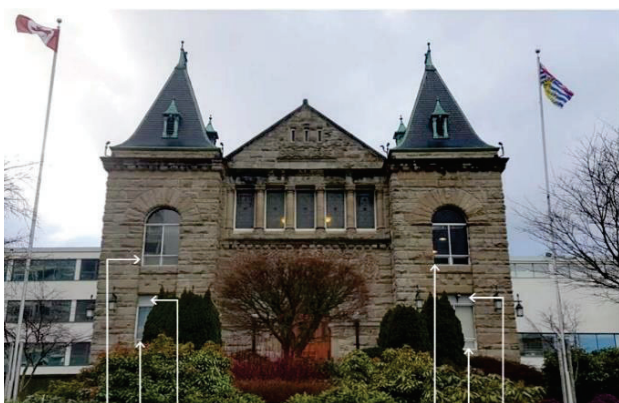
## 2.3 Replacement of Existing Wood Panels

As per the recommendations in the Nanaimo Heritage Building Design Guidelines, any wood panels that were previously added to the windows will be replaced with copper spandrel panels. These new panels will be carefully designed to align with the materials and architectural style of the original construction, ensuring a historically authentic and cohesive restoration. The colour for this will be selected to match the copper roof (Figure 2).



**Figure 2 – Proposed Colour for Spandrel Panels between Windows**

This work will comply with the conservation policy as outlined in the Standards and Guidelines for Conservation of Historic Places – The Standards: *“Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.”*



- SUGGESTED TREATMENTS**
- 1 Remove aluminum windows, replace with wooden replicas with the original mullion configuration
  - 2 Remove vertical wood siding above ground floor windows as part of window replacement
  - 3 Carry out paint layer analysis to determine original window frame finish and colour
  - 4 Preserve and maintain original elements

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**Figure 3 – Excerpt from City of Nanaimo’s Heritage Building Design Guidelines**



## 2.4 Replacement of Existing Aluminum Framed Windows

In accordance with the Nanaimo Heritage Building Design Guidelines, the existing aluminum-framed windows will be replaced with identical wood-framed windows that reflect the original construction. This upgrade will restore the building's historical authenticity while maintaining architectural consistency.

The new wood frames will be carefully designed to match the profiles of the original windows including key components such as matching any window sash horns present from the original assemblies.

This work will comply with the conservation policy as outlined in the Standards and Guidelines for Conservation of Historic Places – The Standards: *“Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.”*

## 2.5 Relocation of Existing Window Vents

As part of the proposed restoration, the existing window vents on the East elevation lower windows will be relocated from the top of the assembly to the bottom. This adjustment is intended to enhance the building's enclosure performance by improving air circulation, reducing condensation risks, and increasing overall energy efficiency.

By repositioning the vent to the lower section of the window assembly, the design will allow for easier occupant use and increased interior comfort through passive ventilation. This modification was reviewed and discussed with the City of Nanaimo Heritage Planner and deemed to be an acceptable modification.

This work will comply with the conservation policy as outlined in the Standards and Guidelines for Conservation of Historic Places – The Standards: *Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable on close inspection. Document any intervention for future reference.*

## 2.6 Repair of Cornices as Needed

As part of the restoration process, the building's cornices will be thoroughly assessed for any structural damage or deterioration. If issues are identified, repairs will be undertaken to restore their integrity while maintaining their historical and architectural significance. The repair process may involve reinforcing or replacing damaged sections using historically appropriate materials and construction techniques.

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Where necessary, deteriorated elements will be carefully replicated to match the original design, ensuring consistency in both appearance and craftsmanship. Additionally, protective measures may be implemented to prevent future damage caused by weather exposure or structural stress.

This work will comply with the conservation policy as outlined in the Standards and Guidelines for Conservation of Historic Places – The Standards: *“Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.”*

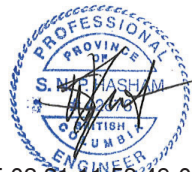
### 3.0 Conclusion

All work will follow the guidelines outlined in the *Standards and Guidelines for the Conservation of Historic Places in Canada*, and the City of Nanaimo’s Heritage Building Design Guidelines, ensuring that the restoration maintains the building’s historical integrity while improving its functionality and longevity.

We trust this information meets your current requirements. Please do not hesitate to contact the undersigned if you have any questions, comments or concerns.

Yours truly,

READ JONES CHRISTOFFERSEN LTD.  
**EGBC Permit to Practice No. 1002503**



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 Sameer Hasham, B.A.Sc., P.Eng., CPHD  
 Principal

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