



Conservation Plan

William and Annice Matthias Residence – 723 Fourth Street, New Westminster

August 2021



MCLEAN HERITAGE

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1. INTRODUCTION

Address: 723 Fourth Street, New Westminister

Legal Description: Lot 11, Parcel A, Suburban Block 13, New Westminister District, Plan NWP2960

Neighbourhood: Glenbrooke North

Zoning: RS-1

Type of Resource: Building; Residential; Single Family Dwelling

Historic Name: William and Annice Matthias Residence

Original Owner: George Riley Matthias

Date of Construction: 1908

Architect: None

Builder: George Matthias

Heritage Status: Proposed to be added to New Westminister Heritage Register, Proposed HRA

The William and Annice Matthias Residence, located at 723 Fourth Street, is noted as a building of historical interest by the City of New Westminister and is proposed to be added to its Heritage Register as part of a preliminary review by City of New Westminister Planning staff. It was constructed in 1908, and is characterized by its low-profile simple hipped roof form and minimal detailing, with a variety of wood windows and a modest front porch. It is representative of working-class housing built in the New Westminister as the city continued to expand north of Sixth Avenue in the early 1900s, prior to World War I.

The proposed conservation strategy for the William and Annice Matthias Residence includes its retention on the property, and the preservation and rehabilitation of the character defining elements along each elevation. It also includes the rehabilitation of the lower level by setting it on a new foundation and performing necessary seismic and structural upgrades that will not impact the character-defining elements. The remainder of the site is proposed to be developed with an infill dwelling at the rear, with a respectful degree of open space at the rear of the heritage building to allow for distinguishability between the new and old.

This Conservation Plan is based on Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada*. It outlines the preservation, rehabilitation and restoration that will occur as part of the proposed development initiative.

2. HISTORIC CONTEXT

The property on which the William and Annice Matthias Residence is located, at 723 Fourth Street, was originally a single parcel, slightly less than an acre. Subdivided around the turn of the century, the William and Annice Matthias Residence was constructed around 1908, making it the second oldest house of that collective on the east side of Fourth Street. It exemplifies a simple Edwardian-era single family home for a modest working-class family. The site is situated several blocks north of the northern boundary of the Queen’s Park Heritage Conservation Area (Sixth Avenue) (Figure 1).

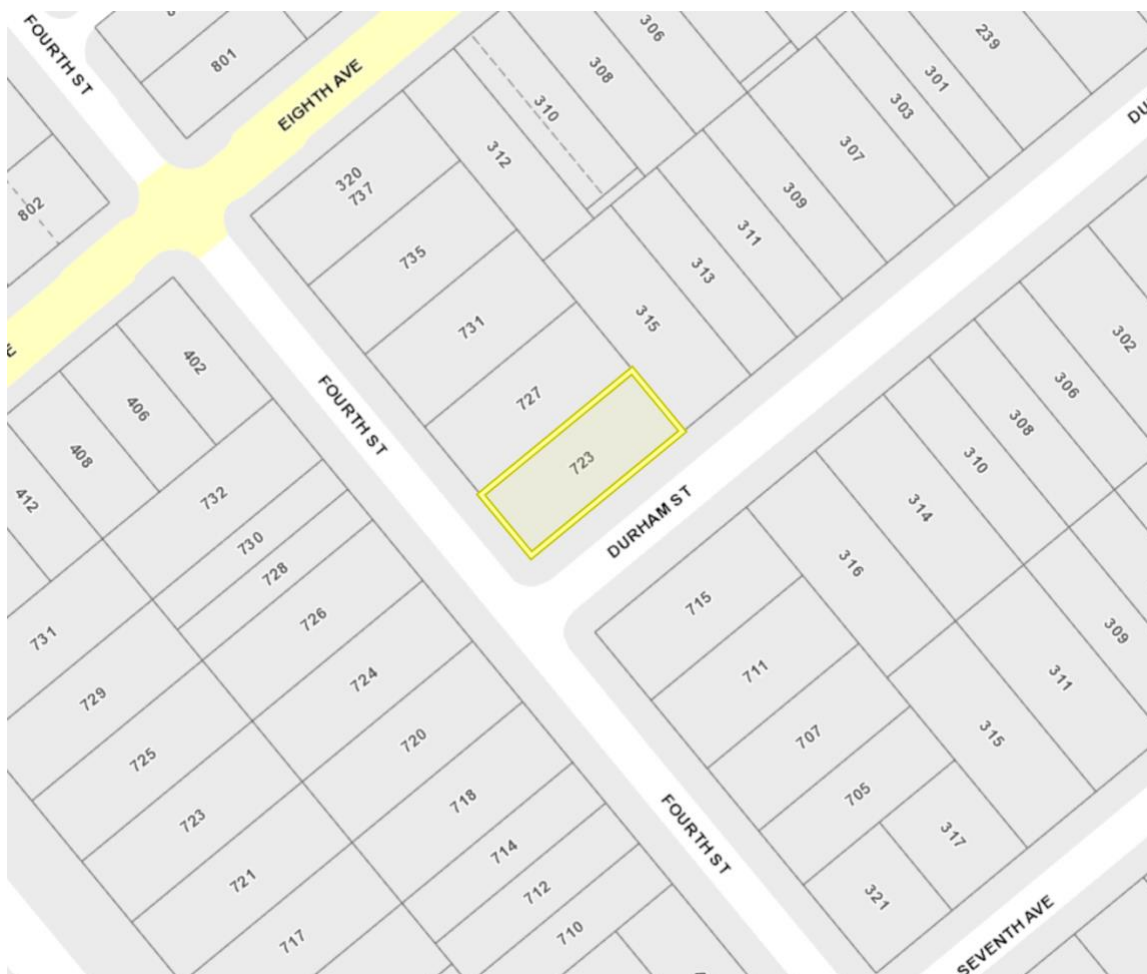


Figure 1: Location of 723 Fourth Street. City of New Westminster, CityViews Map.

The sites in close proximity to the William and Annice Matthias Residence that are presently on the New Westminister Heritage Register are noted on Figure 2. This illustrates the context of the historical significance of the surrounding area. There are four other houses listed on the Heritage Register on this block, two of which are immediately north of 723 Fourth Street. Notably, the northerly of those two, at the corner of Fourth Street and Eighth Avenue, addressed as both 737 Fourth Street and 320 Eighth Avenue, has a direct historical connection to the William and Annice

Matthias Residence. It was built in 1911 by the George Matthias, father of William Matthias.

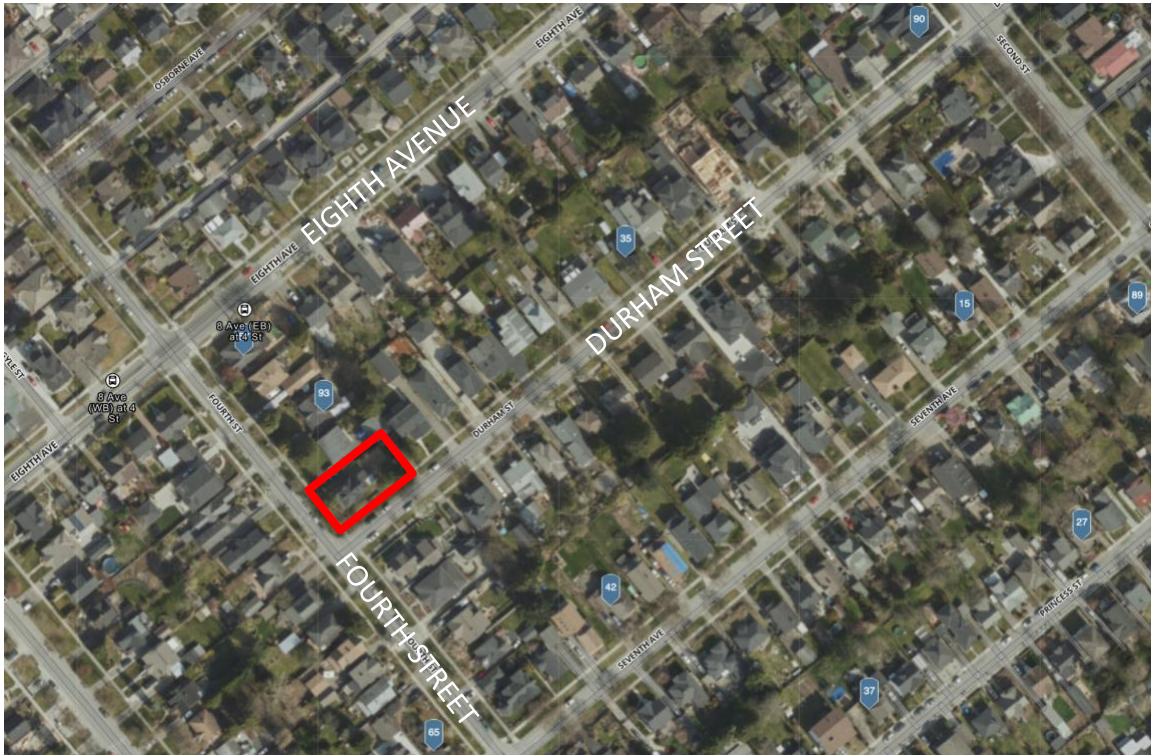


Figure 2: Aerial Photograph of Glenbrooke North area, with sites on the New Westminister Heritage Register. 723 Fourth Street is outlined in red.

The site was originally not subdivided; unlike the other properties on this block, a single parcel ran from Durham Street north to Eighth Avenue (Figure 3). It would have been subdivided shortly before construction of the oldest house, 731 Fourth Street (1901).

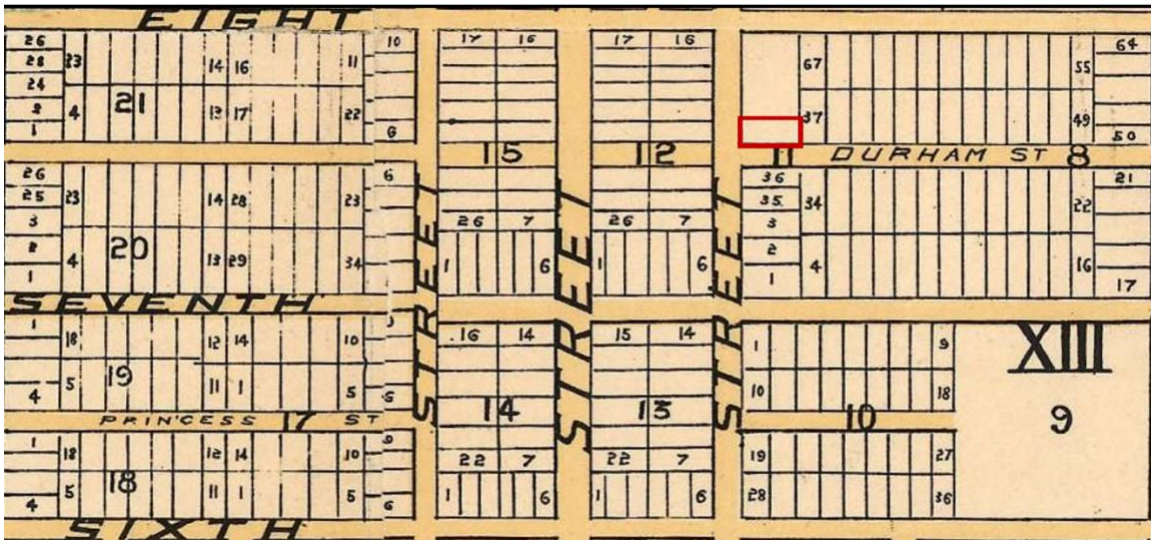


Figure 3: Fire Insurance Plan, New Westminister, 1892.

It is noteworthy that 737 Fourth Street/320 Eighth Avenue is virtually identical in form and quite similar in design detail to 723 Fourth Street (Figures 4 and 5). It features the same “L” footprint, albeit reversed, as they are at opposite ends of the block. They share the same hipped roof form with the upper floor built into the roofline through the use of small dormers. The front room extends to the outer face of the partial width front porch, with a gable roof above the extension and a shed roof over the porch, a side-facing entry and prominent bay window facing the side street.

As such, 737 Fourth Street/320 Eighth Avenue can serve as a general guide to the restoration of 723 Fourth Street due to the former being much more intact and given its similarities, particularly in light of the unsympathetic alterations to 723 Fourth Street.



Figure 4: 737 Fourth Street (320 Eighth Avenue), as seen from the corner.



Figure 5: 723 Fourth Street, as seen from the corner.

3. STATEMENT OF SIGNIFICANCE

WILLIAM AND ANNICE MATTHIAS RESIDENCE

DESCRIPTION OF HISTORIC PLACE

The William and Annice Matthias Residence is a one and a half storey, wood frame Vernacular style cottage situated on the northeast corner of Fourth Street and Durham Street, in the Glenbrooke North neighbourhood of New Westminister, BC. This modest dwelling is notable for its hipped-roof form, a partial-width front porch and side bay windows.

HERITAGE VALUE

Built in 1908, the William and Annice Matthias Residence is valued as an example of the pattern of development of modest type of working-class housing of the Edwardian era and is additionally valued for its vernacular style and design.

The William and Annice Matthias Residence is significant as it illustrates the pattern of development of housing constructed in the Edwardian era for New Westminister's working-class and specifically the association with the Matthias family. It reflects the ongoing development of New Westminister, as it began to expand in the early 1900s to the north, beyond the earlier area of Queen's Park, Sapperton to the east and Brow of the Hill to the west. The property on which this house sits was originally not subdivided and extended to Eighth Avenue, in contrast to the remainder of this block. The property initially belonged to George Matthias. In 1909 he relocated, initially to 731 Fourth Street, and then to 737 Fourth Street at the opposite end of the block, while his son, William Matthias, remained here. The house remained in the Matthias family from 1908 to 1955.

The William and Annice Matthias Residence is valued for its Vernacular style and modest scale. The house is of modest Vernacular form, with basic massing and floor plan in the form of hipped roof and rear shed extension, a small front porch and a side bay window, and small dormers set on three sides. True to its mill town origins, it is of wood-frame construction and clad entirely in wood.

CHARACTER DEFINING ELEMENTS

The elements that define the heritage character of the William and Annice Matthias Residence are its:

- Location at the corner of Fourth Street and Durham Street in Glenbrooke North;
- Continuous residential use;
- Main floor set nearly slightly above grade;

- Wood-frame construction set on concrete foundation with dropped wooden siding;
- Vernacular residential form, scale and massing as expressed by its one-and-a-half storey with a low basement, rectangular plan with hipped roof and partial-width shed roof extending over the verandah;
- Gabled roof extension over the front room and the south side bay;
- Gabled dormers set in the west, north and south roof faces;
- Partial-width shed roof porch on the west side with squared posts and simple low-set balustrade capped with a wide and slightly rounded railing;
- Modest overhang with closed soffit;
- Fenestration including single-set window openings on the front, sides and rear comprising double-hung wood sash windows on the bay, with decorative original horns; paired casement windows in the dormers; single-set wood frame windows with true divided lights, in addition to one leaded glass window; side-facing main entry off the porch; simple trim board and wood sills on all openings; and
- Modest brick chimney set on north wall face.

4. CONSERVATION GUIDELINES

4.1. STANDARDS AND GUIDELINES

The William and Annice Matthias Residence is a historic resource located in the Glenbrooke North neighbourhood of the City of New Westminster. Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada* is the source used to assess the appropriate level of conservation and intervention. Under the Standards and Guidelines, the work proposed for the William and Annice Matthias Residence includes aspects of preservation, restoration and rehabilitation.

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

Interventions to the historic buildings should be based upon the Standards outlined in the *Standards and Guidelines for the Conservation of Historic Places in Canada*,

which are conservation principles of best practice. The following General Standards should be followed when carrying out any work to a historic property.

STANDARDS

Standards Relating to All Conservation Projects

1. Conserve the heritage value of a historic place. Do not remove, replace, or substantially alter its intact or repairable character-defining elements. Do not move a part of a historic place if its current location is a character-defining element.
2. Conserve changes to a historic place, which over time, have become character-defining elements in their own right.
3. Conserve heritage value by adopting an approach calling for minimal intervention.
4. Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties or by combining features of the same property that never coexisted.
5. Find a use for a historic place that requires minimal or no change to its character-defining elements.
6. Protect and, if necessary, stabilize a historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbance of archaeological resources, take mitigation measures to limit damage and loss of information.
7. 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.
8. Maintain character-defining elements on an on-going basis. Repair character-defining elements by reinforcing the materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.
9. Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable upon close inspection. Document any intervention for future reference.

Additional Standards Relating to Rehabilitation

10. Repair rather than replace character-defining elements. 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. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.

11. Conserve the heritage value and character-defining elements when creating any new additions to a historic place and any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
12. Create any new additions or related new construction so that the essential form and integrity of a historic place will not be impaired if the new work is removed in the future.

Additional Standards Relating to Restoration

13. Repair rather than replace character-defining elements from the restoration period. 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.
14. 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.

4.2. CONSERVATION REFERENCES

The proposed work entails the Preservation, Rehabilitation and Restoration of the William and Annice Matthias Residence. The following conservation resources should be referenced:

Standards and Guidelines for the Conservation of Historic Places in Canada, Parks Canada <http://www.historicplaces.ca/en/pages/standards-normes.aspx>

National Park Service, Technical Preservation Services, Preservation Briefs:

Preservation Brief 3: Improving Energy Efficiency in Historic Buildings
<http://www.nps.gov/tps/how-to-preserve/briefs/3-improve-energy-efficiency.htm>

Preservation Brief 4: Roofing for Historic Buildings
<http://www.nps.gov/tps/how-to-preserve/briefs/4-roofing.htm>

Preservation Brief 6: Dangers of Abrasive Cleaning to Historic Buildings
<http://www.nps.gov/tps/how-to-preserve/briefs/6-dangers-abrasive-cleaning.htm>

Preservation Brief 17: Architectural Character – Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character
<http://www.nps.gov/tps/how-to-preserve/briefs/17-architectural-character.htm>

Preservation Brief 35: Understanding Old Buildings: The Process of Architectural Investigation

<http://www.nps.gov/tps/how-to-preserve/briefs/35-architectural-investigation.htm>

Preservation Brief 36: Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes

<http://www.nps.gov/tps/how-to-preserve/briefs/36-cultural-landscapes.htm>

Preservation Brief 39: Holding the Line: Controlling Unwanted Moisture in Historic Buildings

<http://www.nps.gov/tps/how-to-preserve/briefs/39-control-unwanted-moisture.htm>

Preservation Brief 41: The Seismic Rehabilitation of Historic Buildings. Keeping Preservation in the Forefront. <https://www.nps.gov/tps/how-to-preserve/briefs/41-seismic-rehabilitation.htm>

Preservation Brief 43: The Preparation and Use of Historic Structure Reports.

<http://www.nps.gov/tps/how-to-preserve/briefs/43-historic-structure-reports.htm>

4.3. GENERAL CONSERVATION STRATEGY

The primary intent is to preserve the William and Annice Matthias Residence, while undertaking a voluntary rehabilitation that will upgrade its structure and services to increase its functionality for continued residential use. As part of the scope of work, exterior character-defining elements will be preserved, missing or deteriorated elements will be restored, and inappropriate alterations that detract from the overall heritage character will be removed. It will be set on a new foundation to improve livability of the basement area, and the house will retain its existing setbacks to retain its historical context on the property. After being set on a new foundation, the interior will undergo a voluntary seismic retrofit, structural upgrades and an interior reconfiguration. This will not affect the exterior, which will remain primarily intact and with a design in collaboration with the heritage consultant.

The major proposed interventions of the overall project are to:

- Construct a new foundation.
- Remove the storage area attached to the north side.
- Remove the inappropriate addition to the rear.
- Remove inappropriate modifications such as the vinyl siding and the front porch enclosure.

Site protection is an important component of the general conservation. It is the responsibility of the owner to ensure the heritage resource is protected from

damage at all times. It must be protected against unauthorized access or damage with the securing of all doors, windows and any other openings, and with the use of fencing, lighting and other security measures.

4.4. SUSTAINABILITY

Heritage conservation works in conjunction with sustainable development as a realistic and critical goal of any rehabilitation project. The conservation, continued use and adaptive re-use of historic buildings and structures can attain a high level of retention that accordingly reduces the overall carbon footprint. The embodied energy in historic buildings is a measurement that is often ignored or discounted, yet is crucial to understanding the wider benefits of retention tied to reducing greenhouse gas emissions (GHG) and global warming. While new construction is touted as offering the benefit of the highest level of energy efficiency, it should be recognized that retaining a historic building can still achieve an excellent level of energy efficiency while avoiding the significant levels of GHGs by reducing solid waste, eliminating or at least minimizing the need for new structural components, conserving existing material rather than producing new, and overall saving a significant amount of embodied energy.

4.5. ALTERNATE COMPLIANCE

4.5.1. BC BUILDING CODE

The BC Building Code specifies minimum provisions relating to the overall safety of buildings, referencing public health, fire protection and structural sufficiency. There is the understanding that, on a number of levels, heritage buildings do not perform in the same way as new construction, and if they were brought up to code, it could compromise historic appearance or authenticity. As such, other options are available that will not compromise public safety objectives of the Code, commonly referred to as “alternate compliance methods”. These are typically considered on a case-by-case basis as individual circumstances can vary greatly, and their application is to balance the viable alternate methods with the highest degree of conservation possible under those site circumstances.

4.5.2. ENERGY EFFICIENCY ACT

The Energy Efficiency Act (EEA) is amended to February 2021. It exempts components such as doors, glazing for door slabs, sidelights and transoms, for a “designated heritage building”. This is defined by the province as either protected provincially under the Heritage Conservation Act, a municipal heritage designation by-law or included in a community heritage register under either the *Local Government Act*, *Vancouver Charter*, or *Islands Trust Act*. This allows a more sensitive approach by maintaining a higher degree of integrity for

character-defining components that are often challenging, expensive, or impossible to replicate. The principle is that heritage buildings can be made more energy efficient through non-intrusive or alternate compliance methods, such as those that are “hidden” inside such as mechanical systems.

Various EEA regulatory bulletins pertaining to heritage are found at: <https://www2.gov.bc.ca/gov/content/industry/electricity-alternative-energy/energy-efficiency-conservation/policy-regulations/standards/regulated-products>

Energy efficiency considerations can also be found in *Standards and Guidelines for the Conservation of Historic Places*.

4.6. SITE PROTECTION AND STABILIZATION

The owner must ensure that the heritage resource is protected at all times. When left vacant, it should be secured against damage or unauthorized access. Fencing, electronic security and the covering of windows, doors and any other openings using materials and hardware that cannot be removed by any unauthorized persons. Protection of trees and any other significant landscape features is to be determined in conjunction with the arborist’s report and further consultation with the arborist retained for this project. A site protection strategy will be developed through discussion with the owner, contractor, arborist and architect.

The heritage building is proposed to have a new foundation. The heritage building may have to be placed on a temporary setting on a box crib or other industry-approved means. Its stabilization and secured envelope during this time is essential to a successful relocation.

5. CONSERVATION RECOMMENDATIONS

A condition review of the exterior and interior of the William and Annice Matthias Residence was completed as part of a site visit on **August 13, 2021**, where a comprehensive assessment was conducted and photo documentation completed. Recommendations for the preservation and rehabilitation of this heritage building are based on archival material and research, physical material samples, site review and an assessment of the original appearance of the heritage building in relation to how it relates to its current condition and integrity.

The following sections outline the specific approach that should be taken on each of the major components of the William and Annice Matthias Residence. Further details including a more extensive set of photographs documenting the building can be found in **Section 7 – Photograph Catalogue**.

5.1. SITE

The William and Annice Matthias Residence is a Vernacular cottage style 1½ storey building located on the east side of Fourth Street, at the corner of Durham Street in New Westminster (Figure 6). Although it is not on the New Westminster Heritage Register, it is a historic resource that is proposed to be added to the Heritage Register as part of a larger development proposal. The building is set close to the west and south lot lines: its frontage is on Fourth Street and there is driveway access to the existing garage from Durham Street. The garage, however, is not part of the retention scheme.

The William and Annice Matthias Residence will remain in situ. This will ensure that its overall character is retained, as the context of its general siting will remain the same.

The William and Annice Matthias Residence and other features (including landscape) should be protected from damage throughout the phases of rehabilitation work. For further information, please reference **Section 4.6: Site Protection and Stabilization**.

Conservation Strategy: Preservation

- Preserve the original location of the building. All rehabilitation work should occur within the property line and building envelope.
- Preserve the historic street frontage along Fourth Street
- Address drainage issues through the provision of adequate site drainage measures.

5.2. FORM, SCALE AND MASSING

The William and Annice Matthias Residence features a Vernacular style with its simple form, scale and massing expressed by a hipped roof within which three gabled dormers are set, along with a secondary gabled roof extension at the west (front) and south side (Figures 6, 7, 8 and 9). There is also a shed roof extension at the rear. The form, scale and massing of the house is a character-defining element and must be preserved. This includes its height, with its main floor set slightly above grade. The exterior form will be retained and new minimally-invasive seismic interventions that might be required should not be visible from the exterior.



Figure 6: North side, partial front



Figure 7: South side, seen from Durham Street



Figure 8: Rear



Figure 9: Front porch (enclosed)

Conservation Strategy: Preservation

- Preserve the overall form, scale and massing, including its height.
- The historic exterior facades are to be preserved and rehabilitated.
- For the exterior, if seismic interventions should be required to be installed, these are to be as minimally intrusive to the appearance of the building as possible, and given the full alteration to the interior, with removal of original interior materials, should be achievable without any exterior alterations.

5.3. FOUNDATION

The foundation consists of a poured-in-place concrete wall on all sides. The floor is a poured-in-place concrete floor slab. The house will be set on a new foundation that will include a high-quality and structurally-sound living space at the lower level.

Condition Assessment:

- The foundation is in fair condition. However, the pouring of a slab which has a purpose-set separation from the walls of the foundation strongly suggests that

there is moisture or water accumulation in the basement during rainy seasons and that no vapour barrier exists. This will continue to affect the livability of the basement space, essentially limiting its use to storage. A new foundation, floor with vapour barrier, and proper site drainage is the only option to allow for the basement as living space.



Figure 10: Concrete foundation

Conservation Strategy: Rehabilitation

- Ensure the heritage building is braced and protected during the creation of the new foundation. The building and fabric should not be damaged during this work.
- Appropriate foundation materials should be used, particularly reinforced concrete basement walls and slab.
- Provide underground utility installations: electric, communication and other services, if possible.
- Install suitable perimeter drainage.

5.4. EXTERIOR WALLS

5.4.1. EXTERIOR WOOD FRAME WALLS

The exterior walls of the heritage building are traditional wood-frame, consisting of old-growth lumber. The framing type could not be determined during the site visit and requires further structural investigation.

Condition Assessment:

- Likewise, the condition of the exterior wood frame walls could not be assessed. The wood-frame construction itself may require structural and seismic upgrades to meet BC Building Code requirements.

Conservation Strategy: Preservation

- The historic wood-frame walls should be preserved, on the basis that they are in sound structural condition.
- Any structural and/or seismic upgrades should be designed from the inside without affecting the exterior appearance of the heritage building.
- Utilize alternative compliance methods, wherever applicable, in the BC Building Code for fire and spatial separations. The heritage consultant can review proposed interventions to meet code requirements.

5.4.2. EXTERIOR SIDING

The house has had two forms of cladding added over the years: first is an asbestos shingle, visible on the north side. On top of this is vinyl siding, which, as the second application, covers the entire house including the dormers. The original wood drop siding is visible at several locations, particularly the front porch, where it was not covered by vinyl.

Condition Assessment:

The overall condition of the original wood cladding appears to be good. It should be noted, however, that it was visible only along the wall faces of the enclosed front porch which have been protected from the elements for many decades. However, the fact that asbestos cladding covers the original drop siding on the north side, and vinyl covers it elsewhere, is the basis for concluding that the overall condition is good. Further investigation will be necessary upon removal of the asbestos and vinyl siding (Figure 11).



Figure 11: Original drop siding and profile (front corner); asbestos siding (north side)

Conservation Strategy: Rehabilitation and Preservation

- Removal of the asbestos and vinyl siding.
- The historic cladding should be preserved, unless it has deteriorated beyond repair. In that case, cladding must be milled to the same profile to match existing.
- Any structural and/or seismic upgrades should be designed from the inside without affecting the exterior appearance of the heritage building.
- Utilize alternative compliance methods, wherever applicable, in the BC Building Code for fire and spatial separations. The heritage consultant can review proposed interventions to meet code requirements.

5.5. FRONT PORCH

The front porch has been enclosed, although the original railing with squared balusters exists underneath the enclosure. The porch post(s) exist underneath the enclosure as well, as a structural component, although it remains to be confirmed whether they are original. Concrete stairs leading to the porch remain at the front: it is either original or is an early modification to the house.

Condition Assessment:

The overall condition of the front porch is good. The floor may require some strengthening but this can be done in a non-invasive way. The railing and balusters appear to be in very good condition, having been protected for many decades (Figure 12). The concrete stairs have deteriorated and require repair or replacement (Figures 13 and 14).



Figure 12: Balustrade with balusters visible behind horizontal enclosure boards



Figure 13: Porch window enclosure



Figure 14: Concrete stairs

Conservation Strategy: Rehabilitation and Restoration

- Restore the porch by removing the enclosure.
- Rehabilitate the balustrade and posts.
- Install a delicately-framed railing, with a transparent enclosure, on top of the existing balustrade
- Rehabilitate or restore the stairs to the porch, and restore a period-appropriate railing.

5.6. FENESTRATION

5.6.1. DOORS AND TRIM

Neither the front door nor the rear door is original. The front door set on the outer face of the enclosed porch face is solid wood, with its design suggesting 1940s or 1950s vintage: this would have been the approximate time that the porch was enclosed. The secondary front door leading off the porch is solid wood with inset glazing, which would have been the location of the original front door. The back door is much newer, of a “big-box home builder” style, and is not appropriate to the character of the house.

Condition Assessment:

The overall condition of the doors and trim is good, however, none of them is original or in keeping with the style of the house. The front door surround has “ghost lines” indicating the width of the original trim (Figure 15).



Figure 15: Original front door opening from the porch (centre); added front door on outer face of porch (left).

Conservation Strategy: Restoration

- Restore the front door in its original location, at a right angle to the front of the house; restore all door trim.
- The restored front door must be a solid wood door with inset glazing, in a period-appropriate appearance. The door existing on 737 Fourth Street may serve as an example of what may be appropriate

5.6.2. WINDOWS AND TRIM

The window type varies from one wall to another, ranging from double hung, casement and fixed. It appears that the basement and upper floor windows are nearly all original, while on the main floor, the double-hung windows in the bay are the only ones that are original to the house. The exception is the leaded glass window in the basement – evidently not original to that location but likely relocated from another location of this house. The upper floor casement windows in the dormers are also original. Original window trim only exists on the upper floor dormers, although some windows on the main floor or the basement may have trim remaining under the vinyl siding.

Condition Assessment:

The overall condition of the windows and trim is fair to good.

The basement windows sashes are in good condition (Figure 16). Most need some basic work such as re-puttying. The leaded glass window sash set in the basement is in fair condition but the structure of the leaded glass itself appears good. One of the two windows set below the rear kitchen is missing part of its sill, while the sill on the window below the porch is also in poor condition.



Figure 16: Basement windows, south side – clockwise from top: below porch, below front room, below kitchen.

The main floor windows are variable (Figure 17). The front window facing the porch has been removed and the opening is boarded up. The angled windows of the bay are in fair condition while the centre-set window of the bay is in poor condition. They are all missing some degree of putty, the wood surface is notably weathered in some cases, and the centre-set window is missing glazing in the lower sash. The sills of the bay range from fair to poor for the centre-set with the wood showing signs of cracking and it is loosely set. Otherwise the sills are generally good as the windows are slightly newer.



Figure 17a: Front windows



Figure 17b: Bay windows, south side (left, centre, right)



Figure 17c: South side windows behind the bay



Figure 17d: Rear windows



Figure 17e: North side windows

The paired casement windows in the attic, west side, are in poor condition, while those on the east and north side are fair condition (Figure 18). The sills range from poor (west side) to fair (east side and north side), while the exposed trim boards dividing the casements are all in fair condition.



Figure 18a: Attic dormer window, sill and trim – west side (front).



Figure 18b: Attic dormer window, sill and trim – east side (rear).



Figure 18c: Attic dormer window, sill and trim – north side.

Conservation Strategy: Preservation, Rehabilitation and Restoration

- The original wood frame windows of the house should be preserved: consisting of the fixed multi-pane basement windows and the double-hung windows in the bay (main floor). Repairs should be done where necessary, using the least intrusive method.
- The exception to the basement windows is the leaded glass window on the south side. This should be relocated to the main floor (where it most likely originated) with an exact location to be determined with the heritage consultant. A wood window that matches the other ones in the basement should be set in place of the leaded glass window.
- Casement windows on the upper floor should be individually assessed as to the condition of the wood surface and joining. Rehabilitation may be necessary for certain ones.
- All remaining window trim (currently under the vinyl siding) is to be retained, repaired where necessary and reinstated. Where window trim has been removed as part of installation of the vinyl siding, it shall be replicated to match existing.

- If any other new windows are required on the basement level as a result of room reconfiguration, they shall be wood and match the other basement windows, either as singles or paired, in consultation with the heritage consultant.
- For any windows on the main floor that have been lost – on the front facing the porch, for example, a new double hung wood window set within the existing opening is the most appropriate approach.
- For the later windows added to the main floor – north side, rear, south side toward the rear and front gable extension – alternatives must be considered to be more in keeping with the original character, specifically double-hung wood windows. However, configuration of certain new rooms (such as closets, bathrooms, etc.) may dictate otherwise, and an alternative wood window may be considered in those cases.

5.7. ROOF, SOFFIT AND GUTTERS

The house comprises a hipped roof with secondary gabled roof extensions at the front and above the south side bay window, and a shed roof extension at the rear. Three small gabled dormers exist, one on each of the west, north and east sides. The roof is covered with asphalt shingles, with the exception of a metal-clad roof extension covering the small rear porch. There is a small covered storage area attached to the house on the north-east corner. Aluminum soffits are open on all sides. Gutters and downspouts exist on all sides. Trim boards are set behind the gutters and along the side of the shed roof at the rear.

Condition Assessment:

The overall condition of the roofing is good, although an additional extension to the rear, covering the rear porch, was poorly constructed and does not meet current standards. A small covered storage area attached to the house on the north side has a flat roof that is severely deteriorated. The soffit is in fair condition on all sides. The gutters are in fair condition on the front and sides but in poor condition at the rear (Figure 19). Trim boards appear to be good.



Figure 19a: Soffits and gutters on the north side, deteriorated roof covering storage area on north side



Figure 19b: Roofing as seen from the rear

Conservation Strategy: Restoration (Roof and Gutters)

- Replace all roofing material with new asphalt shingles, with a colour and brand selected based on input from the heritage consultant.
- Structural reinforcement of the roof trusses may be necessary, involving pairing with new material to bring it to current standards.
- The roof overhang on the east side will require removal.
- Restore the soffits to tongue-and-groove wood.
- Install new gutters and downspouts.

5.8. CHIMNEY

There is an exterior chimney located on the north side of the house. There is also an internal brick chimney that is not considered a character-defining element and will not be retained.

Condition Assessment:

The lower section of the of the exterior chimney is in fair condition but the upper portion is in poor condition. There are significant sections of brickwork and mortar missing (Figure 20).



Figure 20: Deteriorated chimney on north side

Conservation Strategy: Restore

- Remove the upper portion of the chimney and reconstruct with combination of existing and new brick to match existing.

5.9. COLOUR SCHEME

An important part of the conservation process, and particularly for wood-clad buildings such as the William and Annice Matthias Residence, is the provision of a historically-accurate colour scheme. Many historical colours are available, but certain ones are more suited to particular styles and eras. One of the most appropriate colour selections is from the Vancouver Heritage Foundation, commonly known as the “True Colours” palette. The recommended colours are based primarily on period-appropriate colours, since archival information is not available and earlier applications (visible from exposed areas under the existing colour) are not visible (Figure 21).

Conservation Strategy: Restoration

- Restore a finish, hue and placement of colours that is historically appropriate to the heritage building.
- Substitutions or matching of custom colours are to be reviewed by the heritage consultant. Test samples can be applied to the heritage building in advance of painting which will allow a review and approval in the field. This will become part of the final report by the heritage consultant verifying that all conditions for the conservation have been met.

Figure 21: Proposed Colour Scheme

ELEMENT	COLOUR	CODE	SAMPLE	FINISH
Wood Horizontal Siding – Main	Haddington Grey	VC-15		Matte
Lower Level	Point Grey	VC-24		Matte
<i>Alternative for Main Floor</i>	<i>Pendrell Red</i>	<i>VC-29</i>		<i>Matte</i>
Trim, Soffit, Fascia, Porch Columns, Balustrade	Pendrell Cream	VC-3		Semi- gloss
Window Sash and Frame	Gloss Black	VC-35		Semi- gloss
Porch Floor, Front Stair (Treads and Risers)	Edwardian Porch Grey	VC-26		Semi- gloss
Front Door	Gloss Black	VC-35		Semi- gloss
Roof Shingles	Weathered Wood (asphalt)	Brand to be determined		

6. MAINTENANCE PLAN

Given the proposal to protect the William and Annice Matthias Residence, a maintenance plan ensures that the objectives of long-term legal protection can be met and monitored. An overall maintenance plan should include provisions for:

- Terms of reference for maintaining the building through any management or maintenance contract(s);
- Regular scheduling of work, and clearly defining what components are repetitive (i.e. monthly or annual, for the same elements) or singular one-time focused or broad-based (i.e. throughout the building)
- Clarifying what work is required immediately and what work is planned further and under what timelines;
- Owner’s records of all maintenance procedures;
- Drawings and photos of the building for either the owner or maintenance/management contractor.

The owner should retain the plan for future reference. It will ensure the long-term integrity of the William and Annice Matthias Residence and in keeping with the legal protection. Regular upkeep combined with good standards of workmanship and materials is the guiding principle of a comprehensive and well-executed maintenance plan.

6.1. MAINTENANCE GUIDELINES

A maintenance schedule is critical to any Conservation Plan. Short-term and long-term targets need to be set for each element. A building that has undergone a higher degree of renovation, replication or repair is equally prone to the need for maintenance as compared to a building that has had more components retained and conserved. In particular, any errors or weaknesses in material or method should be identified in the early stages and corrected where necessary, so that accelerated deterioration does not take place.

Regularly scheduled maintenance ensures the longevity of any element, whether wood, stone, brick or other material. Water is essential to manage, as it is the singularly the most invasive and damaging to any building. Other forces such as sun-exposed wall faces, wind, ice and vermin affect building elements and the while the cost of maintenance on a regular basis may seem high, putting off this work inevitably leads to greater costs to restore, particularly for heritage buildings that often contain materials that are expensive, in short supply or need to be custom made.

6.2. REQUIRED PERMITS

The type and degree of permitting depends on the municipal requirements as commonly spelled out in general or heritage-specific requirements-of-maintenance by-laws, or in policy or other by-laws or guidelines. Exemptions for more minor work (i.e. repair, re-painting in existing colours) may be possible, but in most cases, a Heritage Alteration Permit, either stand-alone or in conjunction with another permit (e.g. Development, Sign, Building) may be required.

6.3. ROUTINE, CYCLICAL AND NON-INVASIVE CLEANING

By undertaking work on a routine basis, a sensitive approach to the cleaning treatment is the more likely outcome since dirt or other damage will not have had as much time to build up. The principle of any cleaning should be in accordance with *Standards and Guidelines for the Conservation of Historic Places* which specifies the gentlest means possible. In cases where the removal of dirt and other material is necessary on stucco, concrete or wood, a soft bristle brush without water is best, sweeping away the loosened material. The recommended approach for elements that require a more intensive cleaning is to use a soft bristle brush with warm water and a mild detergent. Pressure washing, sandblasting or any abrasive cleaning should not be used under any circumstances.

6.4. REPAIR AND REPLACEMENT OF COMPROMISED MATERIALS

Repairs and replacement of material on the heritage building must conform with those established under the *Standards and Guidelines for the Conservation of Historic Places in Canada*. The heritage building's character-defining elements, those characteristics that contribute to the tangible heritage value, such as materials, form and configuration, must be conserved. This draws from the following principles:

- Minimal intervention must be a goal, and any intervention must be the least intrusive and gentle means possible;
- Character-defining elements must be repaired, rather than replaced, wherever possible;
- Repair may involve anything from the removal and cleaning or simple refinishing to extracting extensively deteriorated, decayed or missing material and reinstalling the same but with in-kind material to match existing, and using recognized conservation methods;
- Repair or replaced material must be physically and visually compatible with the historic place.

6.5. INSPECTIONS

Inspections are a key element in the maintenance plan, and should be carried out by a qualified person or firm, preferably with experience in the assessment of heritage buildings. These inspections should be conducted on a regular and timely schedule, addressing all aspects of the building including exterior and site conditions. From this inspection, a report should be compiled that will include notes, sketches, and observations and to mark areas of concern, for example, cracks, staining and rot. The report need not be overly complicated, but must be thorough, clear and concise. Issues of concern, from the report, should be entered in a log book so that

corrective action can be documented and tracked (see **Section 6.6. Information File**).

An appropriate schedule for regular, periodic inspections would be twice a year, preferably during spring and fall. Comprehensive inspections should occur at five-year periods, comparing records from previous inspections.

6.6. INFORMATION FILE

The owner(s) of the heritage building should retain an information file where inspection reports can be filed. This file should also contain the Log Book that itemizes problems and corrective action. Additionally, this file should contain building plans, building permits, heritage reports, photographs and other relevant documentation so that a complete understanding of the building and its evolution is readily available to the owner(s), which will aid in determining appropriate interventions when needed. This information file should be passed along to any subsequent owner(s).

The file would include a list outlining the finishes and materials used. The building owner should keep on hand a stock of spare materials for minor repairs.

The maintenance Log Book is an important maintenance tool that should be kept to record all maintenance activities, recurring problems and building observations and will assist in the overall maintenance planning of the building. Routine maintenance work should be noted in the maintenance log to keep track of past, and plan future activities. All items noted on the maintenance log should indicate the date, problem, type of repair, location and all other observations and information pertaining to each specific maintenance activity.

A full record of these activities will help to plan for future repairs and provide valuable information in the overall maintenance of the building and will provide essential information for the longer-term and serve as a reminder to amend the maintenance and inspection activities on an as-needed basis.

The Log Book should be kept in the information file along with other documentation noted in **Section 6.6 Information File**.

6.7. EXTERIOR MAINTENANCE

The most potentially damaging element to heritage buildings is water, including frost, freezing and thawing, and rain water runoff including pipes and ground water. Animal infestation is a secondary concern.

The most vulnerable part of any building is the roof, where water can enter in without warning. Roof repair and renewal is one of the more cost-effective strategies. Any leak, however minor it might be, needs to be taken seriously and may be a sign that other areas are experiencing the same, or that a more significant leak or water entry is imminent.

The following checklist contains a wide range of potential problems specific to [name of building] such as water/moisture penetration, material deterioration and structural deterioration. This does not include interior inspections.

Exterior Inspection

Site and Foundation

- Does water drain away from the foundation?
- Is there back-splash occurring?
- Is there movement or settlement of the foundation as illustrated by cracks or an uneven surface?
- Is there any evidence of rising damp?

Wooden Elements

- Are there moisture problems present?
- Is any wood in direct contact, or extremely close to, the ground?
- Is there any evidence of insect infestation?
- Is there any evidence of fungal spread or any other type of biological attack?
- Does any wood appear warped or cupped?
- Does any wood display splits or loose knots?
- Are nails visible, pulling loose or rusted?
- Do any wood elements show staining?

Exterior Painted Materials

- Is the paint blistering, peeling or wrinkling?
- Does the paint show any stains such as rust, mildew or bleeding through?

Windows

- Is any glass cracked or missing?
- Does the putty show any sign of brittleness or cracking, or has any fallen out?
- Does paint show damage by condensation or water?
- Do the sashes operate easily or if hinged do they swing freely?
- Does the frame exhibit any distortion?
- Do the sills show any deterioration?
- Is the flashing properly shedding water?
- Is the caulking connection between the frame and cladding in good shape?

Doors

- Are the hinges sprung or in need of lubrication?
- Are the latches and locks working freely?
- Is the sill in good shape?
- Is the caulking connection between the door frame and cladding in good shape?
- Is the glazing in good shape and held securely in place?
- Is the seal of the door in good shape?

Gutters and Downspouts

- Are any downspouts leaking or plugged?
- Do the gutters show signs of corrosion?
- Are there any missing sections of downspouts and are they securely connected to the gutters?
- Is the water being redirected away from the building to either in-ground drainage or rainwater catchment?

Roof

- Are there water blockage points?
- Is the leading edge of the roof wet?
- Is there any sign of fungus, moss, birds, vermin, insects, etc.?
- Are the shingles showing any advanced sign of weathering such as curling or exposure of sub-surface?
- Are any shingles loose or missing?
- Are the flashings well set?
- Are any metal joints or seams sound?
- Is there any water ponding present?

6.8. FINAL REPORT

The heritage consultant will submit a final report to the City of New Westminster as part of any necessary final clearance(s) on permit(s). The report will summarize how the work performed in conjunction with those permits corresponds to the direction given in the Conservation Plan and whether there are any deficiencies still to be addressed.

7. PHOTOGRAPH CATALOGUE



Site overview: Partial west and south side, as seen from Durham Street. The house is positioned close to both the front and side property lines and, removing the overgrowth, would be prominently placed at the corner of Fourth Street and Durham Street.



West Side – front dormer visible from street.



West Side roof lines.



South side bay window and gabled roof extension above.



South side and rear shed roof extension, with covered rear porch.



Rear porch and dormer.



North side, gable dormer and chimney.

8. RESEARCH SUMMARY

HISTORIC NAME(S):	William and Annice Matthias Residence
LEGAL:	Lot 11, Parcel A, Suburban Block 13, New Westminster District, Plan NWP2960
CIVIC ADDRESS:	723 Fourth Street
OTHER ADDRESS:	N/A
ORIGINAL ADDRESS:	295 Fourth Street
ORIGINAL OWNER:	George Riley Matthias
SUBSEQUENT OWNER:	William and Annice Matthias
SOURCE:	Heritage Assessment prepared by Katie Cummer, Heritage Consultant, November 2020
CONSTRUCTION DATE:	1908
SOURCE(S):	City Directories
ARCHITECT:	unknown
BUILDER:	George Matthias

REFERENCES:

- City of New Westminister Assessment Records
- Title Search: N/A
- City of New Westminister Plans: No plans available
- City of New Westminister Archives Plans: No plans available
- Maps: Fire Insurance Plans:
- City Directories: Henderson’s City Directory (1908-1923); Wrigley Henderson Amalgamated (1924-1926); Wrigley’s BC Directory (1926-1932); Wrigley’s Greater Vancouver and New Westminister Directory (1933); Sun British Columbia Directory (1934); British Columbia and Yukon Directory (1935-1948); Vancouver and New Westminister City Directory (1949 -1955).
- BC Vital Statistics – see background information provided by Katie Cummer, Heritage Consultant, November 2020, as held by City of New Westminister Planning Department
- BC Assessment Records
- Heritage Assessment and Evaluation: 723 Fourth Street, New Westminister, BC. Prepared by Katie Cummer, Cummer Heritage Consulting, November 19, 2020
- *Royal City – A Photographic History of New Westminister, 1858-1960*. Jim Wolf. Heritage House Publishing Company, 2005.
- *Historical Atlas of Vancouver and the Lower Fraser Valley*. Derek Hayes. Douglas and McIntyre, 2005.



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