



THE CITY OF DAWSON

COUNCIL MEETING #C19-03

AGENDA

MONDAY, FEBRUARY 11, 2019

7:00 p.m.

Council Chambers, City of Dawson Office

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

- a) Council Meeting Agenda #C19-03

3. DELEGATIONS AND GUESTS

4. BUSINESS ARISING FROM DELEGATIONS

5. ADOPTION OF THE MINUTES

- a) Council Meeting Minutes #C19-02 of January 28, 2019

6. BUSINESS ARISING FROM MINUTES

- a) Council Meeting Minutes #C19-02 of January 28, 2019

7. FINANCIAL AND BUDGET REPORTS

- a) 2018 Accounts Payable Report RE: Cheque Run #53258 - 53297
- b) 2018 Accounts Payable Report RE: Cheque Run #53298 - 53330

8. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) Request for Decision RE: Development Permit #18-108: Parks Canada Mechanical Room Demolition
- b) Request for Decision RE: Subdivision Application #18-107: Lot 1077-1 Klondike Highway
- c) Request for Decision RE: Subdivision 18-036: Amendment Request
- d) Request for Decision RE: Community and Recreation Grants

9. BYLAWS AND POLICIES

- a) *Official Community Plan Bylaw #2018-18* – Second Reading
- b) *Zoning Bylaw #2018-19* – Second Reading

10. CORRESPONDENCE

- a) Committee of the Whole Meeting Minutes #CW19-01 & CW19-02

11. PUBLIC QUESTIONS

12. INCAMERA

- a) Land and Legal Related Matters

13. ADJOURNMENT

MINUTES OF COUNCIL MEETING #C19-02 of the council of the City of Dawson held on Monday, January 28, 2019 at 7:00 PM in the City of Dawson Council Chambers.

PRESENT:	Mayor	Wayne Potoroka
	Councillor	Natasha Ayoub
	Councillor	Stephen Johnson
	Councillor	Molly Shore
	Councillor	Bill Kendrick

ALSO PRESENT:	CAO	Cory Bellmore
	EA	Heather Favron

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C19-02 to order at 7:00 PM.

Agenda Item: Agenda

C1-02-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for council meeting # C19-02 of January 28, 2019 be adopted as presented.
Motion Carried 4-0

Agenda Item: Public Hearing

Councillor Shore stepped away from council at 7:01 p.m.

C1-02-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that council move to committee of the whole for the purposes of holding a public hearing.
Motion Carried 3-0

Councillor Shore returned to council at 7:02 p.m.

Councillor Kendrick joined council at 7:02 p.m.

a) Subdivision 18-107: Lot 1077-1, Dredge Pond Subdivision

The Chair called for submissions.

Barney Lauzon, an adjacent property, was present to voice concerns with the proposed Subdivision, which included

- Would like to ensure there is legal access
- Concerns that the easement will be ineffective due to existing infrastructure
- Concerns with increased traffic from three lots, and suggested the shoulder be bigger

The Chair called for submissions a second time.

The Chair called for submissions a third and final time, and hearing none declared the Public Hearing closed at 7:09 p.m.

C1-02-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: Adoption of the Minutes

- a) Council Meeting Minutes #C19-01 of January 14, 2019

C1-02-04 Moved by Mayor Potoroka, seconded by Councillor Ayoub that the minutes of council meeting #C19-01 of January 14, 2019 be approved as presented.
Motion Carried 5-0

Agenda Item: Financial and Budget Reports

- a) 2018 Accounts Payable Report RE: Cheque Run #53027-53075

Further information	Cheque #	Vendor Name
Council requested further details in regards to the following payables:	53060	Raven Rescue Ltd - confined spaces training for fire department volunteers

C1-02-05 Moved by Mayor Potoroka, seconded by Councillor Ayoub that council acknowledge receipt of the Accounts Payable Report RE: Cheque Run #53027 – 53075; provided for informational purposes.
Motion Carried 5-0

- b) 2018 Accounts Payable Report RE: Cheque Run #53076-53257

The CAO provided council with missing information that was not included in the report presented.

Further information	Cheque #	Vendor Name
Council requested further details in regards to the following payables:	53113	Overpayment of inventory was related to a refund from the prepayment of an estimate for a new water and sewer installation.
	53091	Fisher's Regalia - The CAO will investigate and report back.
	53114	Barbara Walker was for HR consulting work
	53152	Debenture payment has been delivered and received.

The CAO provided an overview of the YG's HOG program. Council inquired if it was possible to find out how many other municipalities were administering the HOG program, and if eliminating the municipalities involvement was still being considered?

C1-02-06 Moved by Mayor Potoroka, seconded by Councillor Johnson that council acknowledge receipt of the Accounts Payable Report RE: Cheque Run #53076 - 53257; provided for informational purposes.
Motion Carried 5-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

- a) Request for Decision RE: Subdivision Application #18-107: Lot 1077-1 Klondike Highway

C1-02-07 Moved by Councillor Kendrick, seconded by Councillor Johnson that Subdivision Application #18-107 be tabled.
Motion Carried 5-0

b) Request for Decision RE: Yukon Quest Vouchers

C1-02-08 Moved by Councillor Johnson, seconded by Councillor Kendrick that Council approve providing 25 Dawson Dollars for the welcome to Dawson package for each Yukon Quest musher, for a total value of \$775.
Motion Carried 5-0

c) Request for Decision RE: Deputy Mayor Appointments

C1-02-09 Moved by Mayor Potoroka, seconded by Councillor Shore that council hereby makes the following appointments for the 2019 calendar year with respect to the position of Deputy Mayor:

- Councillor Shore for the months January, February and March,
- Councillor Johnson for the months April, May, and June,
- Councillor Kendrick for the months July, August, and September,
- Councillor Ayoub for the months October, November, and December.

Motion Carried 5-0

d) Request for Decision RE: CAO CAMA & FCM Attendance

C1-02-10 Moved by Councillor Johnson, seconded by Councillor Kendrick that Council approves travel for CAO Bellmore to attend the annual CAMA & FCM conferences and Annual General Meetings.
Motion Carried 5-0

e) Request for Decision RE: Recreation Board Grants

Mayor Potoroka declared conflict, passed the Chair to Deputy Mayor Shore and stepped down from council at 7:27 p.m.

C1-02-11 Moved by Councillor Shore, seconded by Councillor Johnson that Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$1,160.00.
Motion Carried 4-0

Mayor Potoroka rejoined council at 7:29 PM. Deputy Mayor Shore passed the chair to Mayor Potoroka.

Agenda Item: Correspondence

C1-02-12 Moved by Councillor Kendrick, seconded by Councillor Ayoub that council acknowledge receipt of the following correspondence: RCMP Monthly Policing Report – December 2018; Goldcorp RE Newmont Goldcorp Corporation; Recreation Board Meeting Minutes #R18-05 & #R18-06; Committee of the Whole Meeting Minutes #CW18-31. For informational purposes.
Motion Carried 5-0

Agenda Item: Public Questions

- C1-02-13** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council move to committee of the whole for the purposes of hearing public questions.
Motion Carried 5-0

Barney Lauzon inquired when the ice bridge would be in? Council responded they were unsure and that it was a YG project.

- C1-02-14** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with agenda.
Motion Carried 5-0

Agenda Item: Adjournment

- C1-02-15** Moved by Councillor Johnson seconded by Councillor Kendrick That council meeting #C19-02 be adjourned at 7:32 p.m. with the next regular meeting being February 11, 2019.
Motion Carried 5-0

THE MINUTES OF COUNCIL MEETING C19-02 WERE APPROVED BY COUNCIL RESOLUTION #C19-__-__ AT COUNCIL MEETING #C19-__ OF FEBRUARY 11, 2019.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

The City of Dawson
Cheque Run #18-23
11/22/2019

#18-23

Cheque #	Vendor Name	Chq Amount	Distribution	Dept.	Detail
53258	Air North	\$ 277.77	\$ 74.39	PW - Water	Freight
			\$ 101.69	PW - Water	Freight
			\$ 101.69	PW - Water	Freight
			\$ 277.77		
53259	Arctic Inland	\$ 9,786.53	\$ 50.57	PW - Water	Building R & M
			\$ 9,735.96	PW - Sidewalks	R&M
			\$ 9,786.53		
53260	Bishop Plumb&Heat	\$ 667.80	\$ 667.80	PW-Common	Fuel Pump & Valve
53261	B-Line Racing Kennels	\$ 600.00	\$ 600.00	REC-Progrm-Evts	Chili & Buns
53262	Brute Force Ent	\$ 290.58	\$ 290.58	ADM-ACCTG	Dawson Creek Rec'd in Error
53263	VOID				
53264	Chief Isaac Inc.	\$ 1,486.14	\$ 1,486.14	ADM-JANITORIAL	Fitness Ctre
53265	Chief Isaac MECH	\$ 346.50	\$ 346.50	PW-EXP	HEAVY EQUIP R&M
53266	Chilkoot Geo Eng	\$ 13,692.00	\$ 13,692.00	REC-BLDG	R&M
53267	Cliff-Janice	\$ 496.14	\$ 496.14	REC-YLAP	Equipment & Supplies
53268	Conservation Klondike Society	\$ 175.00	\$ 175.00	REC-Festivals	Festival of Lights
53269	Custom Business Systems Ltd.	\$ 714.00	\$ 714.00	ADM	Office Supplies-Cheques
53270	Dave's Trophy Express	\$ 183.70	\$ 183.70	PW-Operations	Supplies
53271	VOID				
53272	Dawson FF Association	\$ 8,685.00	\$ 8,685.00	PS-Firefighters	Call Outs
53273	Dawson Hardware	\$ 363.68	\$ 363.68	PW-O&M	Supplies
53274	Dimension Tech Services	\$ 4,300.83	\$ 4,300.83	PS-Exp	Supplies
53275	Emco Corporation	\$ 288.86	\$ 288.86	REC-BLDG	R&M
53276	Fitness West	\$ 6,666.84	\$ 6,666.84	REC-EQUIP	Replacement
53277	Grenon Enterprises	\$ 20,064.10	\$ 6,701.63	PW-Maintenance	ContractServ Nov25-Dec01
			\$ 7,586.00	PW-Services	Water Deliveries
			\$ 4,767.00	PW-Maintenance	ContractServ Nov18-24
			\$ 420.00	PW-Maintenance	Sewer
			\$ 589.47	PW-Services	Equipment Rental
			\$ 20,064.10		
53278	Grenon-Elizabeth	\$ 731.63	\$ 731.63	PS-Exp	Supplies
53279	Wardstrom Industrial Gas	\$ 14,070.73	\$ 6,386.63	PW-Operations	Boiler Maintenance
			\$ 4,585.50	PW-Operations	HEAVY EQUIP R&M
			\$ 2,229.21	REC-Operations	Boiler Maintenance
			\$ 869.39	REC-Operations	Boiler Maintenance
			\$ 14,070.73		
53280	Klondike Sun Newspaper	\$ 687.75	\$ 687.75	CABLE	Advertising
53281	Kluane Freight Lines	\$ 31.04	\$ 31.04	ADM	Freight
53282	MacKenzie Petroleum	\$ 190.00	\$ 190.00	REC	Equip Fuel
53283	North 60 Petrol	\$ 26,309.47	\$ 1,768.20	PW-Maintenance	Vehicle Fuel
			\$ 24,541.27	PW-Maintenance	Home Heating Fuel
			\$ 26,309.47		
53284	Northern Industrial Sales	\$ 9,791.40	\$ 4,901.77	PW-Common	Confined Space Gear
			\$ 4,508.81	PW-Common	Confined Space Gear
			\$ 122.83	PW-EXP	Safety Supplies
			\$ 257.99	PW-Sewer	System R&M
			\$ 9,791.40		
53285	Northern Superior Mechanical	\$ 510.40	\$ 457.91	PW-EXP	Pumphouse R&M
			\$ 52.49	PW-EXP	Quigley Landfill Lights
			\$ 510.40		
53286	VOID				
53287	VOID				
53288	Royal Canadian Legion	\$ 1,000.00	\$ 1,000.00	M&C-Grants-Subsidies	Community Grant
53289	Salassie-M	\$ 105.00	\$ 105.00	REC-COMMON	Reimburse - HR

53290 Swyrich Corporation	\$	1,312.50	\$	1,312.50	M&CEXP	Advertising-Lapel Pins
53291 Tetra Tech Canada	\$	2,566.34	\$	2,566.34	PW-Waste Management	Enviro Monitoring-Quigley
53292 Thyssen Krupp Elevator	\$	1,137.51	\$	1,137.51	ADM-O&M	Bldg O&M-Elevator
53293 Total North Communications	\$	722.40	\$	564.90	ADM-CISystems	IT Hardware-APC Back Ups
			\$	157.50	ADM-CISystems	IT Support-Arena
			\$	722.40		
53294 Trinus IT	\$	1,532.32	\$	1,418.13	ADM-CISystems	Regular Network Support
			\$	76.13	ADM-CISystems	Tech Support-Shore Email
			\$	38.06	ADM-CISystems	Tech Support-Wireless Info
			\$	1,532.32		
53295 Village of Mayo	\$	30,000.00	\$	30,000.00	PW-Equipment	Vac Truck Purchase
53296 WSP Canada Engineering Serv	\$	334.69	\$	334.69	REC-A&M Fry Rec Ctre	Engineering Services
53297 Yukon Govt-Comm Serv	\$	10,813.20	\$	10,813.20	PW-EXP	Mosquito Control Program
Grand Total	\$	170,931.85				

The City of Dawson
Cheque Run #18-24
10/25/2019

#18-24

Cheque #	Vendor Name	Chq Amount	Distribution	Dept.	Detail
53298	VOID				
53299	Air North	\$ 712.30	\$ 339.14	M&C	Travel
			\$ 93.29	PW	Freight
			\$ 101.69	PW	Freight
			\$ 76.49	PW	Freight
			\$ 101.69	PW	Freight
			\$ 712.30		
53300	Arctic Inland Resources	\$ 1,423.17	\$ 1,423.17	PS-O&M	Supplies
53301	Assante in Trust	\$ 1,000.00	\$ 1,000.00	ADM-Pay	RRSP Match Program
53302	VOID				
53303	Best Western Gold Rush Inn	\$ 333.90	\$ 333.90	ADM	Travel-Accommodations
53304	Bishop Plumbing	\$ 591.15	\$ 591.15	ADM	Bldg-O&M
53305	Bonanza Market	\$ 1,324.75	\$ 1,324.75	ADM-REC-PW	Food-On Account
53306	Cdn Assoc - Municipal Admin	\$ 294.00	\$ 294.00	ADM	Membership Fee
53307	Conserve Klondike Assoc	\$ 10,360.00	\$ 10,000.00	PW-Waste	Diversion Credits
			\$ 360.00	ADM	Recycling Collection Fees
			\$ 10,360.00		
53308	Cotter Enterprises	\$ 2,409.75	\$ 2,409.75	CABLE	O&M
53309	DC Chamber of Commerce	\$ 78.75	\$ 78.75	ADM	Membership Fee
53310	DC General Store	\$ 155.30	\$ 155.30	ADM	Food-On Account
53311	Dawson Hardware	\$ 46.74	\$ 46.74	PW	CAO hse Supplies
53312	Dawson Trading Post	\$ 256.83	\$ 256.83	PS	Specialty Clothing
53313	DC Mud Bog Assoc	\$ 2,000.00	\$ 2,000.00	M&C	Contribution Agreemt-Fencing
53314	Fed Cdn Municipalities	\$ 382.78	\$ 382.78	ADM	Membership Fee
53315	GMP Securities	\$ 1,188.40	\$ 1,188.40	ADM-Pay	RRSP Match Program
53316	Investors Grp	\$ 1,625.64	\$ 1,625.64	ADM-Pay	RRSP Match Program
53317	Klondike Sun Newspaper	\$ 971.25	\$ 971.25	CABLE	Advertising
53318	Klondike Printing	\$ 78.75	\$ 78.75	PS	Bylaw Supplies
53319	Kluane Freight	\$ 31.04	\$ 31.04	ADM	Freight
53320	Lawson Lundell LLP	\$ 1,444.01	\$ 1,444.01	CABLE	Legal Fees
53321	Locksmith Services Ltd.	\$ 157.50	\$ 157.50	ADM	Safe Reset
53322	North 60 Petrol	\$ 21,798.29	\$ 1,732.02	PW-Maintenance	Vehicle Fuel
			\$ 20,022.27	PW-Maintenance	Home Heating Fuel
			\$ 21,754.29		
53323	Northern Industrial Sales	\$ 101.50	\$ 101.50	PW	O&M-Supplies
53324	Northlands Water & Sewer Supp	\$ 1,312.50	\$ 1,312.50	PW	O&M-Supplies
53325	Scotia Securities	\$ 950.56	\$ 950.56	ADM-Pay	RRSP Match Program
53326	Thyssen Krupp Elevator	\$ 2,076.56	\$ 2,076.56	ADM	Elevator Inspection
53327	Total North Communications	\$ 582.75	\$ 582.75	ADM	Phone System-Monthly Fee
53328	Trinus Tech IT	\$ 3,170.21	\$ 3,170.21	ADM	Equip Replacements
53329	Tr'ondek Hwechin	\$ 400.00	\$ 400.00	P&D	Purchase HP Lg Format Printer
53330	Wheeler-A	\$ 200.00	\$ 200.00	ADM	DevPermit Reimbursement
Grand Total		\$ 57,458.38			

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

SUBJECT:	Development Permit #18-108: Parks Canada Mechanical Room Demolition	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: 1. Development Permit #18-108 and Supporting Documentation 2. Development Permit #18-109 and Supporting Documentation
DATE:	January 8, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Zoning By-Law		

RECOMMENDATION

It is respectfully recommended that Council

1. Decline the request to waive the redevelopment security deposit.
2. Select one of the following options:
 - 2.1. Recommend approval of Development Permit #18-108, subject to the following conditions:
 1. A security of \$1.00 per square foot of the lot under consideration will be posted to ensure that the intended re-development proceeds.
 2. Redevelopment reuses original windows and siding where appropriate, as per the Standards and Guidelines for the Conservation of Historic Places in Canada.
 3. A Landscaping Plan is submitted to the satisfaction of the Heritage Advisory Committee and the Community Development Officer.
 - 2.2. Table Development Permit Application #18-108 and request additional clarification from Parks Canada about the rationale for demolition over the other three options.

ISSUE

The applicant wishes to demolish the Courthouse Mechanical Buildings, known as the 'Chicken Coop', located at Parcel P, Government Reserve.

BACKGROUND SUMMARY

The applicant has applied to demolish the Chicken Coop in order to build a new mechanical building to support the Old Courthouse restoration project. The application was heard by the Heritage Advisory Committee and recommended for approval at Special HAC Meeting #18-14.

Zoning By-Law

The Zoning By-Law Appendix E Section 5 includes the following provisions with respect to demolitions:

“(1) Demolition will only be permitted when an application for a development permit for redevelopment of the site has been approved and issued.”

The redevelopment of this site is intended to be a replacement of the existing building. The existing building is legally non-conforming. As per s. 302(1) of the *Municipal Act*, “a non-conforming building or other structure existing at the date of the adoption of an official community plan or zoning bylaw or amendments may continue to be used, but the building or other structure may not be enlarged, added to, rebuilt, or structurally altered except to increase its conformity”. Therefore, since the structure is being proposed for demolition and subsequent rebuild, the new structure must increase the conformity; in other words, the new structure must be compliant with the current requirements. Development Permit #18-109 was submitted for this redevelopment. The new development was also heard and approved at Special HAC Meeting #18-14, and the Committee is satisfied that Parks Canada acted with due diligence in proposing alterations that are consistent with the *Standards and Guidelines for the Conservation of Historic Places in Canada*.

It should be noted that the current site plan for DP#18-109 shows a side-yard setback of 6 feet; it will be a condition of approval that this setback be increased to 10 feet to be completely compliant with the setback requirements for the P2 – Institutional Zone.

“(3) Demolition of buildings and structures more than 40 years old will be demolished only in exceptional circumstances as determined in the sole discretion of Council.”

The history of the Chicken Coop remains a bit of a mystery. A timeline could be estimated that the building was moved behind the Courthouse as early as 1935 and as late as 1955. If this building was in fact a part of the stables behind St Marys Hospital, it was most likely moved between 1950 and 1952.

The following is an excerpt from the Demolition Rationale provided by Parks Canada:

“Best efforts have been made to find another use for the building. The Field Unit does not have sufficient funds to maintain the Conservation Lab unless it is converted to a new use - the mechanical building. However, the new use requires so many changes, it would essentially be a new building. The Conservation Lab is of insufficient quality and condition to appeal to others in the community for their use. Any funds used on the Conservation Lab rehabilitation would be taken from the total budget for the Courthouse rehabilitation. As such, the more funding allocated towards the Conservation Lab, the lower the total amount available for the Courthouse... ”Parks Canada will regularly review its holdings of cultural resources and may acquire cultural resources that help realize the mandate and achieve the Strategic Outcome and Vision, or dispose of those that do not meet program needs.” The building does not meet any program needs and it was reviewed by the Federal Heritage Building Review Office (FHBRO) in 1987 and determined not to be a Federal Heritage Building...

The heritage value of the Courthouse must be given priority in decision making. An outbuilding is needed for the mechanical room in order to preserve the Courthouse as a whole. If a new building is constructed elsewhere and not on the footprint of the Conservation Lab, an additional building will be added to the landscape and may negatively impact its overall character. The negative impacts to the Conservation Lab are in juxtaposition to the positive impacts to two protected heritage places, the Former Territorial Courthouse NHSC and Dawson Historical Complex NHSC.”

“(4) An acceptable security of \$1.00 per square foot of the lot under consideration will be required to be posted upon issuance of a Development Permit for a demolition to ensure that the intended re-development proceeds.”


Security shall be posted as a condition of this approval, and must be in place prior to demolition proceeding, should the request be approved. Parks Canada has requested that this fee be waived. Administration does

not recommend waiving this fee; other levels of government have requested waiver in the recent past and this has been declined.

The Heritage Advisory Committee has reviewed this application and has granted its approval. The Committee was satisfied that the redevelopment of the building to recreate the approximate size and massing of the 1950 structure was appropriate. Additionally, the Committee was satisfied that the visibility from Turner was critical and requested to see a landscaping plan to confirm this.

The Committee also expressed that it was critical that original windows and siding that can be salvaged should be reinstalled in the redevelopment, and Parks Canada expressed an intent to do so. This is supported in the Standards, which states that sound and repairable windows should be retained and replaced in-kind if irreparable.

However, in the Former Territorial Courthouse Conservation Guidelines, it is stated that consideration should be given to the preservation and rehabilitation of auxiliary buildings. The decision to demolish this building seems to be in contrast to this recommendation.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	Jan 17, 2019	



THE CITY OF DAWSON

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

SEP 10 2010
11C00004863

OFFICE USE ONLY

APPLICATION FEE:	210 -
DATE PAID:	SEPT 10
PERMIT #:	18-108

DEVELOPMENT APPLICATION & PERMIT (DEMO)

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

PROPOSED DEVELOPMENT

CIVIC ADDRESS: 302 FRONT ST. VALUE OF DEVELOPMENT: _____

LEGAL DESCRIPTION: LOT(S) Parcel 16 GwP BLOCK _____ ESTATE _____ PLAN# _____

EXISTING USE OF LAND / BUILDINGS: _____

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

pre 1950

RATIONALE: Please provide justification for the demolition.

end of serviceable life

PROPOSED RE-DEVELOPMENT: Please provide the Permit # of the approved development permit that was issued for this lot, and a brief description of your plans.

& construction of new mechanical buildings (18-109)

APPLICANT INFORMATION

APPLICANT NAME(S): Steve Jones

COMPANY NAME: CHF CONSTRUCTION

MAILING ADDRESS: 78 Esplanade St. NANAIMO BC POSTAL CODE: V9A 4Y8

EMAIL: sjones@industrialhazmat.com FAX #: _____

PHONE #: 250-668-7298 ALTERNATE PHONE #: 250-714-5145

OWNER INFORMATION

OWNER NAME(S): PARKS CANADA.

MAILING ADDRESS: Box 390 Dawson City YT. POSTAL CODE: Y0B 1G0

EMAIL: _____ FAX #: _____

PHONE #: _____ ALTERNATE PHONE #: _____

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

DECLARATION


- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 12-27 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/ WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

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

Sept 10/18
DATE SIGNED


SIGNATURE OF APPLICANT(S)

09/11/2018
DATE SIGNED


SIGNATURE OF OWNER(S)

INSTRUCTIONS AND GUIDELINES

IT IS IMPORTANT TO READ AND UNDERSTAND THE FOLLOWING INSTRUCTIONS PRIOR TO COMPLETING THE APPLICATION FORM.

1. Demolition will only be permitted when an application for a development permit for redevelopment of the site has been approved and issued.
2. Demolition of protected buildings and structures less than 40 years old will only be permitted if the proposed replacement would improve the quality of the built environment.
3. Demolition of buildings and structures more than 40 years old will be demolished only in exceptional circumstances as determined in the sole discretion of Council.
4. An acceptable security \$1.00 per square foot of the lot under consideration will be required to be posted upon issuance of a Development Permit for a demolition to ensure that the intended re-development proceeds.



THE CITY OF DAWSON

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

PERMIT #:

18-108

TO BE COMPLETED BY DEVELOPMENT OFFICER

OFFICE USE ONLY

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

ZONING: P2 DATE APPLICATION RECEIVED: August 10th

TYPE OF APPLICATION: Demolition PERMITTED USE: Other community uses

APPLICANT NAME(S): Steve Jones

OWNER NAME(S): Parks Canada - Travis Weber

☐ APPLICATION REJECTED

COMMENTS / REASONS

DATE: _____ SIGNATURE: _____

☐ APPLICATION APPROVED / PERMIT ISSUED

PERMIT CONDITIONS

DATE: _____ SIGNATURE: _____



THE CITY OF DAWSON

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

SEP 10 2018
LVC00004863

OFFICE USE ONLY	
APPLICATION FEE:	25 -
DATE PAID:	SEP 10
PERMIT #:	18-109

DEVELOPMENT APPLICATION & PERMIT

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

PROPOSED DEVELOPMENT

CIVIC ADDRESS: 302 Front St. VALUE OF DEVELOPMENT: _____

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

EXISTING USE OF LAND / BUILDINGS: _____

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

New mechanical buildings w/ 18-108

APPLICANT INFORMATION

APPLICANT NAME(S): Travis Weber

COMPANY NAME: Parks Canada

MAILING ADDRESS: Box 390 Dawson POSTAL CODE: Y0B1G0

EMAIL: travis.weber@pc.gc.ca FAX #: _____

PHONE #: 867 993-7224 ALTERNATE PHONE #: _____

OWNER INFORMATION

OWNER NAME(S): Parks Canada. Travis Weber

MAILING ADDRESS: Box 390 Dawson City. POSTAL CODE: Y0B1G0

EMAIL: Travis.Weber@PC.gc.ca dtombuzzell@pc.gc.ca FAX #: _____

PHONE #: 867 993-7224 ALTERNATE PHONE #: 867 634 5269

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

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 12-27 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

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

DATE SIGNED

SIGNATURE OF APPLICANT(S)

DATE SIGNED

SIGNATURE OF OWNER(S)



THE CITY OF DAWSON

Box 308 Dawson City, Y1T 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca

PERMIT #:

TO BE COMPLETED BY DEVELOPMENT OFFICER

OFFICE USE ONLY

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

ZONING: _____ DATE APPLICATION RECEIVED: _____

TYPE OF APPLICATION: _____ PERMITTED USE: _____

APPLICANT NAME(S): _____

OWNER NAME(S): _____

☐ APPLICATION REJECTED

COMMENTS / REASONS

DATE: _____ SIGNATURE: _____

☐ APPLICATION APPROVED / PERMIT ISSUED

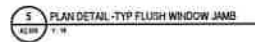
PERMIT CONDITIONS

DATE: _____ SIGNATURE: _____



~~is this 10'~~
Will be 10'

2



A compass rose with a circle divided into four quadrants by a vertical and a horizontal line. The letter 'N' is at the top, indicating North. A shaded area is located in the Northwest quadrant, between the North and West lines.

R.087734.001	A2.920	1
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NOT FOR CONSTRUCTION

PARKS CANADA

Project Title/Title du projet

301 FRONT STREET
DAWSON, YT Y0B 1G0

FORMER TERRITORIAL
COURTHOUSE

Consultant/Consulteur: RATIO

Engineer/Ingenieur: JAC

Designer/Conceptionnaire: JAC

Author/Auteur: JAC

Public Region Manager/Responsable de la Région: JAC

Project Manager/Responsable du projet: JAC

Project File/Numéro de dossier: JAC

Project Title/Title du projet: JAC

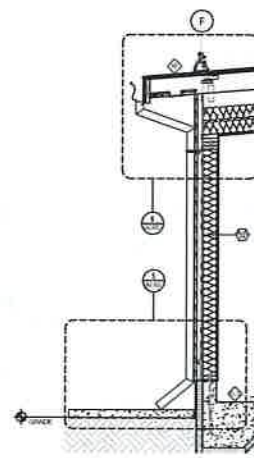
SERVICE BUILDING -
ELEVATIONS & WALL
SECTIONS

Project No./Numéro du projet
R.087734.001

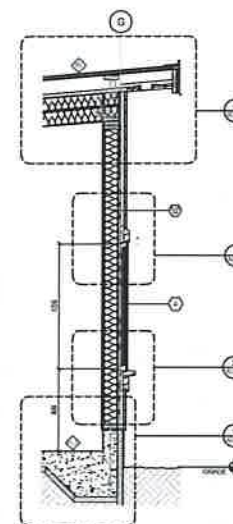
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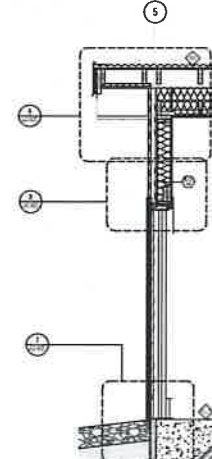
2018-07-30
HERITAGE REVIEW



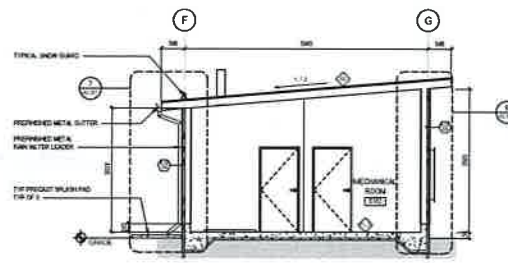
7 WALL SECTION AT ROOF LOW POINT
ALIAS 1:10



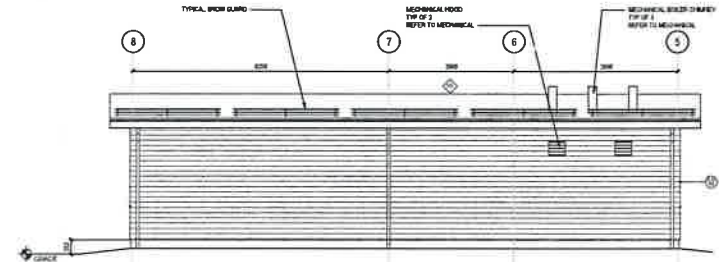
6 WALL SECTION AT ROOF HIGH POINT
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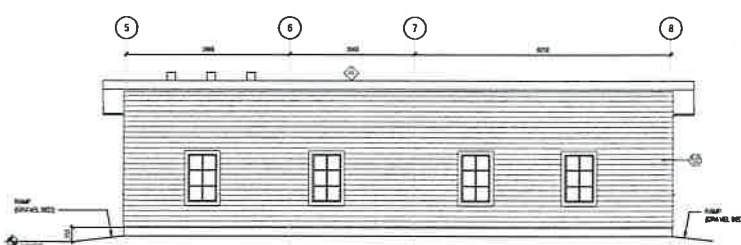
5 WALL SECTION AT THE SIDE ROOF
ALIAS 1:10



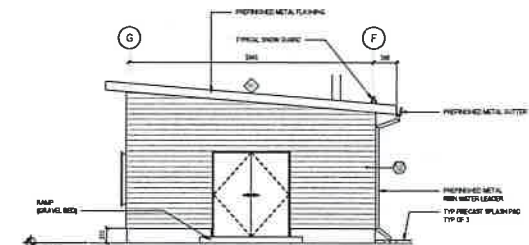
4 BUILDING SECTION - SERVICE BUILDING
ALIAS 1:10



3 NORTH ELEVATION - SERVICE BUILDING
ALIAS 1:10



2 SOUTH ELEVATION - SERVICE BUILDING
ALIAS 1:10



1 WEST ELEVATION - SERVICE BUILDING
ALIAS 1:10








Appendix A:

Demonstration of Best Efforts Prior to Disposal of Cultural Resource

Conservation Lab, Yukon Field Unit

Prepared by Lisa Forbes, Cultural Resource Management Policy Advisor
Cultural Heritage Policies Branch
Indigenous Affairs and Cultural Heritage Directorate
April 3, 2018

Cultural Resource	Conservation Lab (AKA Chicken Coop, Mechanical Shed)	
Place	Dawson City, Yukon	
Protected Area	Former Territorial Courthouse NHSC and Dawson Historical Complex NHSC	
Address	301 Front Street (behind the Former Territorial Courthouse, facing onto Turner Street)	
Asset	26348	
AMS	01202	
DFRP	20032	
FHBRO File	87-70	
FHBRO Designation	Not designated (Score: 28)	
Year Built	Unknown origin. Most likely moved to site in the 1950s.	
		(Parks Canada, September 2017)

Executive Summary:

In order to support the rehabilitation of the Former Territorial Courthouse NHSC within Dawson Historical Complex NHSC, the Yukon Field Unit and the Indigenous Affairs and Cultural Heritage Directorate have concluded that the Conservation Lab, a cultural resource of other heritage value, should be disposed of and replaced with a new mechanical building that will be designed to fit within the cultural landscape. This conclusion was reached in accordance with the Parks Canada Cultural Resource Management Policy (2013) after best efforts were made to rehabilitate the Conservation Lab. This paper documents the best efforts made prior to the disposal.



Parks
Canada

Parcs
Canada

Canada

Heritage Value:

The Former Territorial Courthouse in Dawson City is both a Classified Federal Heritage Building and a National Historic Site of Canada (NHSC). Within its Commemorative Integrity Statement (CIS), it is noted: "The post-1910 elements of the building and landscape are considered cultural resources with historic value." These resources include "Outbuildings dating to the period 1901-1967, specifically, the rear carriage shed." (Former Territorial Courthouse CIS, 2010: p. 16) As one of these outbuildings, the Conservation Lab is therefore a cultural resource of other heritage value.

While the origins of the building are unclear, its heritage value lies in its relationship to the Former Territorial Courthouse and its place within the cultural landscape surrounding that building.

Issue

The Former Territorial Courthouse NHSC (henceforth referred to as the Courthouse) is being rehabilitated to serve as an office building with some public spaces. To support this rehabilitation, a mechanical room is needed.

Options Considered

1. **Create a mechanical room within the Courthouse.** This is undesirable as it would impact the heritage character of a significant cultural resource. The Courthouse is (1) an NHSC in its own right; (2) a cultural resource of national historic significance within the Dawson Historical Complex NHSC; and (3) a Classified Federal Heritage Building.
2. **Add a new utility building behind the Courthouse.** This would negatively impact the cultural landscape surrounding the Courthouse by disturbing the spatial organization of the Government Reserve Lot and by adding a contemporary building into the mix of buildings behind the Courthouse.
3. **Rehabilitate the Conservation Lab to serve as the mechanical room.** This was the desired course of action because the Conservation Lab is currently vacant and falling into disrepair.
4. **Dispose of Conservation Lab and build a new mechanical building in its place.** This option was considered only after it became clear that rehabilitation (option 3) was not a viable option due to the number of changes needed to suit its new use and the very poor condition of the building.

Rationale for Disposal

The Parks Canada Cultural Resource Management Policy (henceforth referred to as the CRM Policy) was followed in order to determine the best course of action. There are two heritage buildings and a cultural landscape involved in this assessment. Section 7.2.1 of the CRM Policy establishes how to set priorities when managing cultural resources.

7.2.1 (a) In a national historic site, primary consideration must be given to cultural resources of national historic significance that are essential to ensuring its commemorative integrity. These cultural resources are a priority for the Agency.

The priority in this case is the Courthouse itself, which is the cultural resource of national historic significance.

Additional priorities are covered in section 7.2.1 (b) of the CRM Policy, but these also confirm that the Conservation Lab is not a priority. The heritage value of the Conservation Lab is low: It is not named specifically in the CIS, simply part of grouping of pre-1967 outbuildings. Parks Canada has made changes

to the building over the years, including a small addition that encroaches onto land that PCA does not own. The physical condition of the Conservation Lab is also very poor. Unless it is converted to a new use, such as the proposed mechanical building, it will continue to deteriorate. The building does not convey national significance — it is part of the story of the Courthouse and its evolution, but has no other importance. It does not have VE potential. The importance of the Conservation Lab to the community lies in its place within the landscape. Replacing the building with one that uses the same footprint, has similar mass and uses colours and materials that complement the surrounding buildings will meet Dawson's municipal heritage requirements.

In accordance with section 7.2.1 (c) of the CRM Policy, best efforts have been made to find another use for the building. The Field Unit does not have sufficient funds to maintain the Conservation Lab unless it is converted to a new use — the mechanical building. However, the new use requires so many changes, it would essentially be a new building. The Conservation Lab is of insufficient quality and condition to appeal to others in the community for their use. Any funds used on the Conservation Lab rehabilitation would be taken from the total budget for the Courthouse rehabilitation. As such, the more funding allocated towards the Conservation Lab, the lower the total amount available for the Courthouse.

7.2.1 (g) of the CRM Policy states that "Parks Canada will regularly review its holdings of cultural resources, and may acquire cultural resources that help realize the mandate and achieve the Strategic Outcome and Vision, or dispose of those that do not meet program needs." The building does not meet any program needs and it was reviewed by the Federal Heritage Building Review Office (FHBRO) in 1987 and determined not to be a Federal Heritage Building.

The heritage value of the Conservation Lab lies in the building's contribution to the landscape. In accordance with sections 7.2.1 and 7.2.2 of the CRM Policy, the heritage value of the Courthouse must be given priority in decision making. An outbuilding is needed for the mechanical room in order to preserve the Courthouse as a whole. If a new building is constructed elsewhere and not on the footprint of the Conservation Lab, an additional building will be added to the landscape and may negatively impact its overall character. The negative impacts to the Conservation Lab are in juxtaposition to the positive impacts to two protected heritage places, the Former Territorial Courthouse NHSC and Dawson Historical Complex NHSC.

In conclusion, the three underlying principles of the CRM Policy support the decision to dispose of the Conservation Lab due to the greater gains in protecting the Courthouse.

Understanding Heritage Value: While the origins of the Conservation Lab are unclear, its heritage value lies in its relationship to the Courthouse and its place within the cultural landscape surrounding that building.

Sustainable Conservation: The Field Unit does not have funds to maintain the Conservation Lab, a cultural resource of other heritage value. Any funds expended on it would be removed from budget available to rehabilitating the Courthouse, a cultural resource of national historic significance.

Benefit to Canadians: The safeguarding of the Courthouse is of primary importance to Canadians past, present and future.

Conditions for Disposal

To dispose of a cultural resource is not an action to be taken lightly. When recommending the disposal of the Conservation Lab it is only upon the condition that all of the following take place.

- (1) ***Heritage Recording is conducted prior to demolition.*** This is in order to meet section 7.2.5 of the CRM Policy which requires that all cultural resources be recorded and documented in order to preserve the public record.
- (2) ***New mechanical building conforms to the "Design and Replacement Guidelines for the Conservation Lab" (see Appendix B).*** This is because the new building will affect the cultural landscape of both the Courthouse and the cultural landscape of the Dawson Historical Complex NHSC. The design and replacement guidelines will ensure that the new building conforms to the CRM Policy, the *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010, 2nd ed.), and the *Design Guidelines for Historic Dawson* (1980).
- (3) ***CRIA process is undertaken to review archaeological and cultural landscape impacts.*** An archaeological investigation should take place once the building has been dismantled to the foundation level. In addition, the new building design needs to be reviewed to ensure it conforms with the "Design and Replacement Guidelines for the Conservation Lab".

Appendix B:

Former Territorial Courthouse

Classified Federal Heritage Building & National Historic Site

Design and Replacement Guidelines for the Conservation Lab



DATE

March 29, 2018

BUILDING

Conservation Lab

Other names: Chicken Coop or Laundry Building

301 Front Street, Dawson City, Yukon

PREPARED BY

Shelley Bruce, Built Heritage Advisor

Indigenous Affairs and Cultural Heritage Directorate

Parks Canada

DOCUMENTS REVIEWED

Parks Canada

- Early Buildings of Dawson, Federal Heritage Building Review Office, Building Report 1967-16
- National Historic Sites of the Yukon Field Unit Parks Canada (Chilkoot Trail NHS, SS Klondike NHS, SS Keno NHS, Dawson Historic Complex, NHS) Commemorative Integrity Statement (1997)
- Dawson Historical Complex National Historic Site of Canada Statement of Significance
- Court House, 301 Front Street, Dawson Yukon, Federal Heritage Building Review Office, Building Report 87-63
- Courthouse Heritage Character Statement 87-063
- Former Territorial Courthouse National Historic Site of Canada Commemorative Integrity Statement (2010)
- Former Territorial Courthouse National Historic Site of Canada Statement of Significance
- Conservation Lab, 301 Front Street, Dawson City, Yukon. Record of Decision: Meeting Notes of July 26, 2017
- Former Territorial Courthouse Conservation Guidelines 2017-2018. Heritage Conservation Services, Public Services and Procurement Canada, HCS Project Number R.090345.001, December 2017
- *Design Guidelines for Historic Dawson*, 1980
- *Standards and Guidelines for the Conservation of Historic Places in Canada*, 2010

City of Dawson

- Dawson City Heritage Management Plan. Commonwealth, March 2008
- Official Community Plan City of Dawson Bylaw No. 12-23, 2012
- Zoning Bylaw City of Dawson No. 12-27, 2013

Site Photos

- Interior condition photos, July 2017 (Tom Buzzell)
- Exterior site visit photos, September 2017 (Shelley Bruce)

INTRODUCTION

While a comprehensive conservation project is in the planning stages for the Former Territorial Courthouse NHS (Courthouse), the Yukon Field Unit is also planning alterations to one of the site's outbuildings. A new mechanical room is required for the Courthouse. Since constructing the mechanical room within the Courthouse is not feasible, the project team considered alternate locations. The Conservation Lab is located immediately behind the Courthouse. The Conservation Lab has sometimes been known as the Chicken Coop or the Laundry Building. It is believed that the building was moved to its current location by the Sisters of St. Ann when the Courthouse was used as a privately-run hospital (1954-1967). The Conservation Lab has been modified over the years with the addition of small entrance porches on two sides, and it appears that an addition was added at the east end at some point in time.

Originally the project team hoped to rehabilitate the Conservation Lab so that it could house the mechanical room. Investigations into the building's condition and the requirements of the mechanical room concluded the current building has several issues:

- A later porch addition on the Turner Street side of the Conservation Lab does not sit on Parks Canada's property. The City of Dawson has plans in the future for road and service improvements along Turner Street. The building's encroachment will become more of an issue when this work gets underway.
- The Conservation Lab's structural condition and integrity has been questioned.
- The ideal space for the required mechanical equipment needs to be slightly taller than the height of the Conservation Lab.

The purpose of this document is to comment on the Conservation Lab's heritage values and the state of its character-defining elements. While the site of the Conservation Lab is considered to be a suitable location for the new mechanical room, it is likely that the building in its current configuration and condition make a conventional rehabilitation impractical. Further, the building is of insufficient quality and condition to appeal to others. If the Conservation Lab is demolished in order to support the conservation of the Courthouse, a new building will be constructed based on the design guidelines proposed in this document.

STATEMENT OF HERITAGE VALUE

Description

The Conservation Lab is a single-storey, wood-framed, shed-roofed building located on Parcel "P" behind the Former Territorial Courthouse NHS. It is south facing and fronts directly onto Turner Street in Dawson City, Yukon.

Heritage Value

The Former Territorial Courthouse in Dawson City is both a Classified Federal Heritage Building and a National Historic Site. Within its Commemorative Integrity Statement (CIS), it is noted: "The post-1910 elements of the building and landscape are considered cultural resources with historic value." These resources include "Outbuildings dating to the period 1901-1967, specifically, the rear carriage shed." (CIS 2010, p. 16) As one of these outbuildings, the Conservation Lab is therefore a cultural resource of other heritage value.

While the origins of the building are unclear, its heritage value lies in its relationship to the Former Territorial Courthouse and its place within the cultural landscape surrounding that building.

Character-Defining Elements

The character-defining elements of the Conservation Lab that should be respected include:

- The location and siting of the building behind the Former Territorial Courthouse NHSC, on parcel "P" of the government reserve
- Simple and utilitarian single-storey, wood-framed, shed-roofed building, approximately 18 m long by 6 m wide
- Rectangular footprint with two entrance additions topped with either a shed roof or gable roof
- Simple utilitarian materials of wood drop siding, cedar shingles or corrugated metal sheets on the roofs, and exposed wood rafter tails
- Pairs of wood single hung windows with a 3 over 2 configuration (in each sash) on the south elevation and several single wood windows of the same configuration or fixed units found throughout
- The foundation's various types of short perimeter skirting details clad in corrugated metal and capped with metal
- Details such as wood trim around windows and wood corner boards

REPLACEMENT GUIDELINES

Proposed Approach

To meet the functional requirements of a new mechanical room, it is proposed that a new building replace the Conservation Lab. The design intent is to provide a building that is compatible with the heritage character of the Courthouse's rear yard. Given the siting and programmatic requirements of the mechanical room, a conventional replica of the Conservation Lab is not possible.

Heritage Recording

A heritage recording of a building, which documents its key features and character-defining elements, preserves important information that might otherwise be lost following its demolition. In the case of the Conservation Lab, the heritage recording will provide valuable information that will be used to inform the design of a replacement building.

Full heritage recording of the Conservation Lab is required as part of the disposal process. At a minimum, this should include the following:

Exterior Photos

- A photo of each elevation plus a photo of each building corner
- A photo taken from an elevated vantage point that documents the building's footprint and roof form (ie: this could be taken from a second floor window in the Courthouse)
- Photos of each door and window that are also identified or cross-referenced on a sketch of the floor plan
- Detailed photos of wood trim and siding profiles preferably taken with a scale or tape measure in the photo for reference
- Photos of roofing materials
- Photos of skirting details

Interior Photos

- Photos that provide an overall view of each room
- Detailed photos of construction details

Measurements (these could be added to photos or sketches)

- Dimensions of building footprint
- Height of building and slope of roof
- Overall dimensions of typical building elements such as windows and doors
- Detailed measurements of construction details, wood trim and siding profiles

Material Samples

- For ease of record keeping, samples of the siding and roofing may need to be retained for the duration of the infill project
- Paint chips should be taken to confirm colour palette

Archaeology

Once the heritage recording is complete and the building has been dismantled, archaeological monitoring will be required. Coordination with archaeology will be essential to determine the timing, scope and requirements.

Design Intent

Over the last several decades, Dawson City has developed a range of heritage and planning tools that are meant to retain the community's unique Gold Rush Era sense of place. These have been identified in

the listed references and some excerpts have been included in the Appendices. Some of the key heritage management objectives for Dawson include (Dawson City Heritage Management Plan, page iv):

- Preserve and strengthen the visual character and design intent of a nationally and internationally significant cultural landscape;
- Conserve and interpret the full history of the cultural landscape – before, during, and after the Gold Rush;
- Retain the dominant character as a Gold Rush-era cultural landscape
- Identify distinct character areas and heritage management areas, with different management principles for the different areas; and
- Balance conservation with the integration of new services and activities.

A new design based on a carefully considered analysis of the Conservation Lab's character-defining elements is proposed. The Conservation Lab is a typical example of small utilitarian infill buildings found throughout Dawson. The heritage character of the Conservation Lab resides in its location, form, materials and method of construction. It is also seen in the building's humble vernacular design that is typical of Dawson's buildings from this era. While the Conservation Lab is of little significance in itself, its placement and relationship with other outbuildings in the rear yard of the Courthouse should be respected by any new intervention. The interior of the new building should be designed to meet the needs of the mechanical room.

Recommended Design Guidelines

The table below provides an inventory of the Conservation Lab's character-defining elements. Recommended design guidelines provide design direction for the replacement building.

Character-Defining Elements	Recommended Design Guidelines
The location and siting of the building behind the Former Territorial Courthouse NHSC, on parcel "P" of the government reserve	<ul style="list-style-type: none"> • The replacement building should be located in the rear yard behind the Courthouse to maintain the existing spatial relationships with the other outbuildings. • A hierarchy of design should be evident in the new building's elevations. For instance, the north elevation should have few to no openings. However, the south elevation of the replacement building (facing Turner Street) should have a street presence that recalls the south elevation of the Conservation Lab. The Conservation Lab's south elevation with its pattern of windows minimises the building's overall mass and provides a sense of rhythm to the streetscape.
Simple and utilitarian single-storey, wood-framed, shed-roofed building, approximately 18 m long by 6 m wide	<ul style="list-style-type: none"> • Massing should be a single story with a shed roof in the same configuration as the Conservation Lab. • Construction should be wood frame. • A simple and utilitarian aesthetic must be maintained.
Rectangular footprint with two entrance additions topped with either a shed roof or gable roof	<ul style="list-style-type: none"> • Upon confirmation of the property line location and the mechanical room's programmatic requirements, the rectangular footprint of the new building should be as close as possible in size to that of the Conservation Lab. • Once a survey of the site is completed, the final location of the new foundation can be determined. • The height of the shed roof should be determined by the

Character-Defining Elements	Recommended Design Guidelines
	<p>mechanical room's programmatic requirements.</p> <ul style="list-style-type: none"> • Ventilation grilles and chimneys might be required. These should be modest in scale and utilitarian in character. Where possible these should be on the north elevation facing the rear yard. If ventilation grilles are required on this elevation, their design treatment should be sensitively considered in terms of their placement, scale and materials. • To make the replacement building distinguishable from the Conservation Lab, the entrances or porch additions may not be rebuilt. Their function can be included within the new footprint. • It is expected that a single entrance on the north west elevation will be required. The door for the entrance should have a simple and utilitarian character.
Simple utilitarian materials of wood drop siding, cedar shingles or corrugated metal sheets on the roofs, and exposed wood rafter tails	<ul style="list-style-type: none"> • Dimension and profile of wood siding should be replicated. • Paint palette should be based on physical evidence found on the Conservation Lab and should be complementary to that found on other outbuildings in the rear yard. • Roofing details must be replicated. • A single roofing material (either cedar or metal) would be appropriate. • If required, new roof elements such as snow stops/guards and eavestroughs and gutters would be permitted.
Pairs of wood single hung windows with a 3 over 2 configuration (in each sash) on the south elevation and several single wood windows of the same configuration or fixed units found throughout	<ul style="list-style-type: none"> • The pattern of window openings and sizes on the south elevation should be interpreted in some fashion in order to recall the historic pattern and rhythm of windows that provide visual interest to this view along Turner Street. • This elevation could be modulated in some fashion with slightly recessed panels that break up the continuity of the wood siding. Like the siding repairs that are visible on the Conservation Lab, these recessed panels could hint at a future or lost window opening. • Retention of character-defining windows may be considered.
The foundation's various types of short perimeter skirting details clad in corrugated metal and capped with metal	<ul style="list-style-type: none"> • The Conservation Lab sits relatively close to grade. This relationship to grade should be replicated as much as possible. • The foundation system for the mechanical room has not yet been designed. However, a form of foundation skirting could be considered around the perimeter of the building. A few types of skirting designs exist around the Conservation Lab. These should be inspiration for the new skirting detail.
Details such as wood trim around windows and wood corner boards	<ul style="list-style-type: none"> • Dimensions and profiles of wood details must be replicated. • Contemporary elements such as exterior lighting should be kept to a minimum, located only where needed and be aesthetically simple and utilitarian.

APPENDIX A: BUILDING ANALYSIS

Location



Bing Maps air photo with the Conservation Lab noted within the rear yard of the Courthouse. Located in the Government Reserve Character Area, the Conservation Lab is found along Turner Street behind the Courthouse. It is important to note that the Conservation Lab is part of a collection of outbuildings that surround the Courthouse's rear yard. The location of each building relative to one another reinforces the site's spatial original organisation by creating a private courtyard-like space, define the circulation routes through the rear yard, and screen views into the rear yard from the public streets.

Context



Google street view from 2009 of the intersection of Front and Turner Streets. This is a prominent view down Turner Street from which it is possible to see the alignment of the Conservation Lab along the property line and the encroaching south porch addition.



Google street view from 2009 of Turner Street from the south east. From this view the spatial organisation of the collection of outbuildings in the rear yard is clearly visible. Their complementary architectural style (scale, form, materials, colours, etc) create a cohesive character to the rear yard.

South East Exterior View



From the south east on Turner Street, the Conservation Lab is located at the property line with the south porch sitting over the property line.

A change in grade within the site is visible – the porch addition is accessed by a set of stairs (compare this to the grade seen in the north west view).

From this view it is possible to see the Conservation Lab's prominent shed roof, a former entrance and various alterations that have occurred over time. This includes a decommissioned door and window as well as some repairs to the wood siding on the east elevation. Three different skirting details around the foundation are also visible. The profile and dimensions of the wood siding are different on the south porch addition than they are on the rest of the building, but corner boards are still used.

Like the view from the south west, this is an important public view.

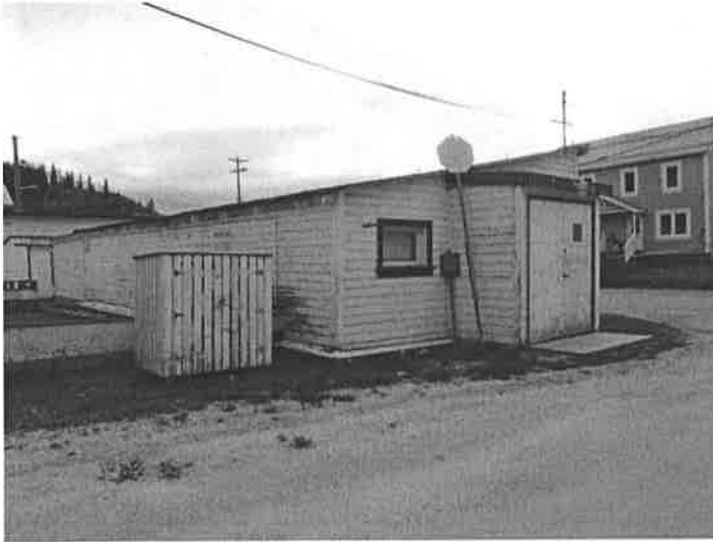
North East Exterior View



From the parking lot at the north east corner, it is possible to see the Conservation Lab's east addition as seen in the change in wood siding, roofing materials, and skirting detail. It is believed this addition was added in the 1970s when the building was used as Parks Canada office space.

This elevation is extremely utilitarian with no openings other than for ventilation.

North West Exterior View



When seen from the north west, the Conservation Lab sits almost at grade with only a single step up to the west porch addition. This is the only functional entrance.

Two different configurations of windows are seen on the west elevation. One has been decommissioned. A single type of skirting detail exists around the building but a second type is on the west porch addition. The profile and dimensions of the wood siding are different on the west porch addition than they are elsewhere, but corner boards are still used.

South West Exterior View



The south west corner presents a very different view of the Conservation Lab. The change in grade is evident as is the building's positioning at and over the property line.

A range of windows from different eras are seen. Most have been decommissioned in some fashion either by boarding from the exterior or from the interior. Original windows have period appropriate wood trim. The windows are likely single hung and are arranged as singles or in pairs. One window still has a wood storm window installed. It is also possible to see the two windows on the south porch addition which are of a simplified design. Two types of skirting are noted. Differences in siding dimensions and profiles are seen between the original building and the porch additions.

Due to its higher visibility, this view is more notable than the others.

Typical Design and Construction Details



Roof Detail 1

At the point where it appears that an addition was added to the east end of the building, the roofing material changes from asphalt shingles to corrugated metal.



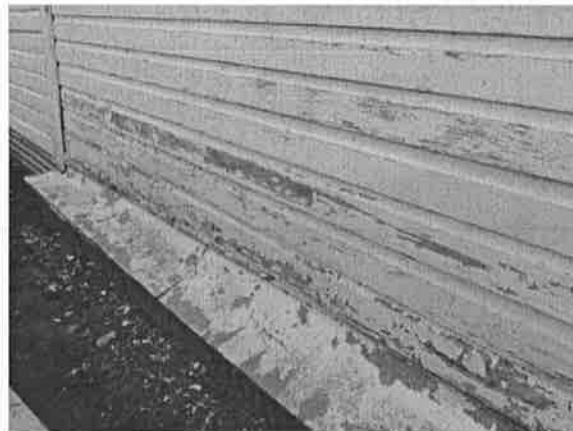
Roof Detail 2

A detail of the exposed rafter tails and the roofing.



Skirting Detail 1

Several types of skirting details and materials are found around the perimeter of the foundation. Also note the corner board detail.



Skirting Detail 2

This is the type of skirting found on the north elevation.



Skirting Detail 3

A detail of a typical skirting detail. Also note the corner board detail.



Skirting Detail 4

Where the west entrance porch connects into the building, there are two types of skirting details.



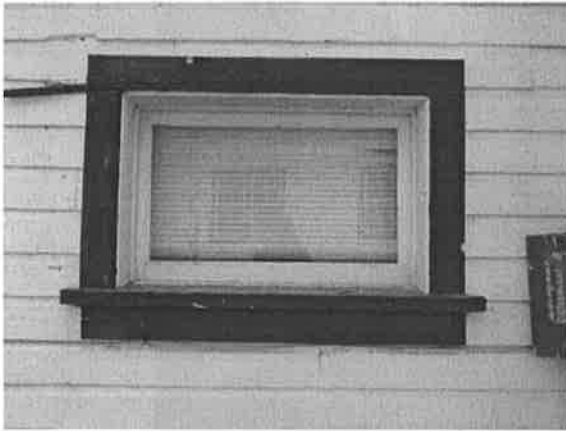
Door Detail 1

The single door on the south porch addition.



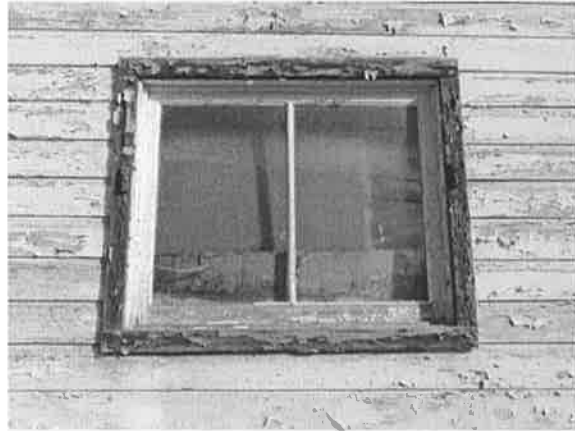
Door Detail 2

The double doors on the west porch addition.



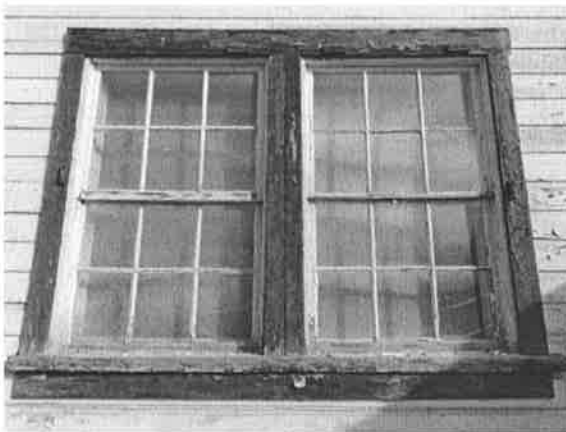
Window Detail 1

There is one single inoperable wood windows such as this one that is original to the buildings.



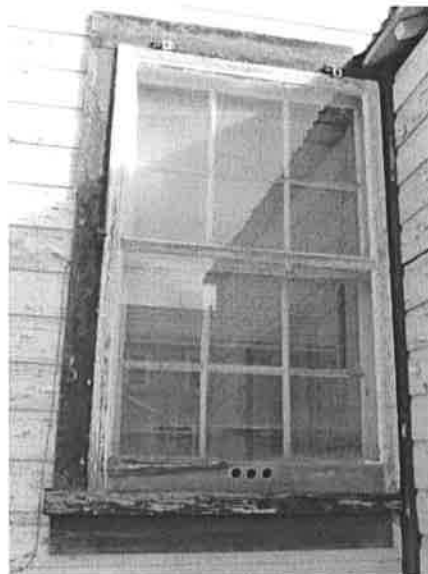
Window Detail 2

On the south porch addition, there are two are single inoperable wood windows with simplified wood trim.



Window Detail 3

This is a typical pair of single hung 3 over 2 wood windows that are original to the building.

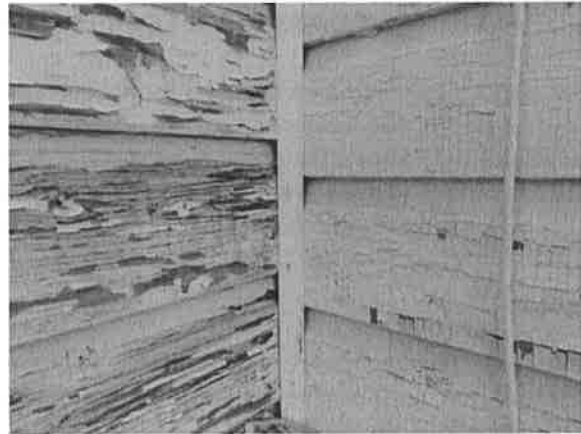


Window Detail 4

A storm window is still in place on this single hung 3 over 2 wood window.

**Siding Detail 1**

As the building has evolved over time, the profile and dimensions of the wood cladding and foundation skirting have changed. In this photo, the difference in construction materials between the original building and its eastern addition are visible.

**Siding Detail 2**

As the building has evolved over time, the profile and dimensions of the wood cladding and foundation skirting have changed. In this photo, the difference in construction materials between the original building and its western porch addition are visible.

APPENDIX B: FORMER TERRITORIAL COURTHOUSE CONSERVATION GUIDELINES

The recently completed Former Territorial Court House Conservation Guidelines addresses not only the Courthouse but also its site and setting. This holistic approach to heritage value and conservation guidelines is extremely beneficial as seen in the excerpts included below. Sections that pertain to the site and outbuildings have been included here for easy reference and the most applicable content has been highlighted in grey. Excerpts from the Key Elements sheets are also included below where needed.

Page 29-30

6.3 Environment

The FHBRO Building report indicates that part of the environmental heritage value of the Courthouse resides in the reinforcement of present character in its setting and its conspicuous or familiar nature as a landmark within the city/region.

Both CISs, for the Former Territorial Courthouse NHSC and for the Dawson Historical Complex NHSC, mention that landscape elements of the Courthouse site contribute to the heritage value.

The CIS for the Former Territorial Courthouse indicates *that by its physical presence and strategic placement in the government reserve, the courthouse is a major landmark building in Dawson and Yukon.*

Furthermore, the document identifies physical values/characteristics of the site dating from the period 1901-1910, that help to define the historic significance of the Former Territorial Courthouse.

Its siting within the government precinct and within the town of Dawson which reinforced federal authority in the period following the Klondike Gold Rush. Along with the former territorial commissioner's residence, the courthouse is located at the front of the reserve, where its monumental presence would have been apparent to all newcomers in the era when access to the town was almost exclusively via the Yukon River.

Its monumentality and the orientation of the long side of the building to the front, which maximized its visual impact, impressing on approaching visitors the power and authority of the government.

Other post-1910 elements of the building and landscape are considered cultural resources with historic value, but not of national historic significance, as they post-date the period of commemoration of the Former Territorial Courthouse. These resources include:

Outbuildings dating to the period 1901-1967, specifically, the rear carriage shed.

Archaeological features and objects found in the grounds located within the Parks Canada administered boundary of the former government precinct, including remnant landscaping features, if evaluated and determined to have historic value and to be associated with subsequent phases of the building's history.

The CIS for the Former Territorial Courthouse notes that the open character of the landscape around the building was intended to help set the building apart as a landmark and is considered an important value. This setting is integral to the appearance of the building as envisioned by the architect, and is a distinguishing feature of the building's historical appearance during the period of commemoration.

Finally, it is indicated that any trees that were part of the original landscaping for the courthouse are considered cultural resources with historic value, if still extant and verified through research.

The CIS of Dawson Historical Complex NHSC provides a list of landscape elements found at the various historic sites within this National Historic Site and which contribute to its heritage value and historic significance:

- *The plot of the 1897-98 survey, with its grid street layout and orientation of buildings;*
- *The historical complex of buildings featuring those identified by the HSMBC, townscape features and landscape vestiges associated with the period of commemoration;*
- *Streetscapes of historical buildings, which as a historical complex contribute to the overall sense of place, e.g. the frontier character of structures, unpaved streets, boardwalks, collection of boomtown facades, permanent government structures, and a mix of vernacular constructional techniques.*

Page 41 – 42

8.1.2 Circulation at the Rear of the Courthouse (Access Road and Parking Lot)

There is little information about the circulation at the rear of the building. Nonetheless, an historic photo shows that the rear of the Courthouse was fenced and had a less formal character than at the front of the building. From the historic plan of the Government Reserve, there was no boardwalk or formal connection from the backyard to the other federal buildings within the reserve.

There is now a parking lot at the rear of the building. If a parking lot is required, having it at this location is desirable as it has less visual impact on the building's Classical Revival style and its status as a visual landmark within Dawson City. The presence of the Carriage House and the Chicken Coop (aka Conservation Lab) help to screen the views towards the cars from adjacent streets. Finally, locally sourced gravel is currently being used as the surface material for the parking lot and the access road on the northeast side of the building. This material helps to integrate the vehicular access road and parking lot within the historic landscape.

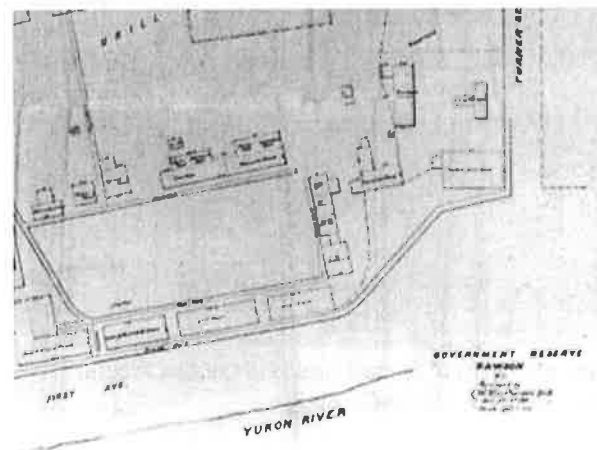
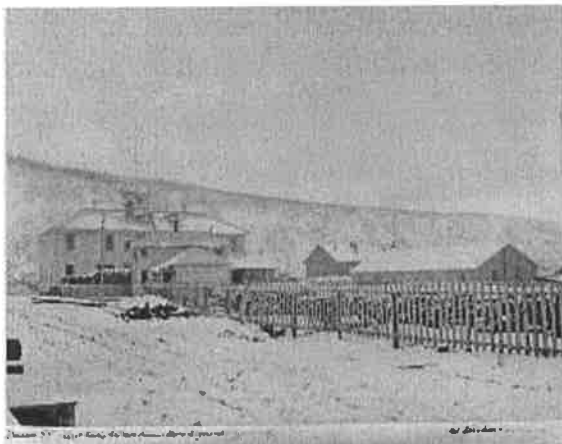


Figure 34: Courthouse viewed from the east. [PSPC, Unknown Date]



Figure 36: View of the parking lot at the rear of the building from the access road. [HCS, 2017]

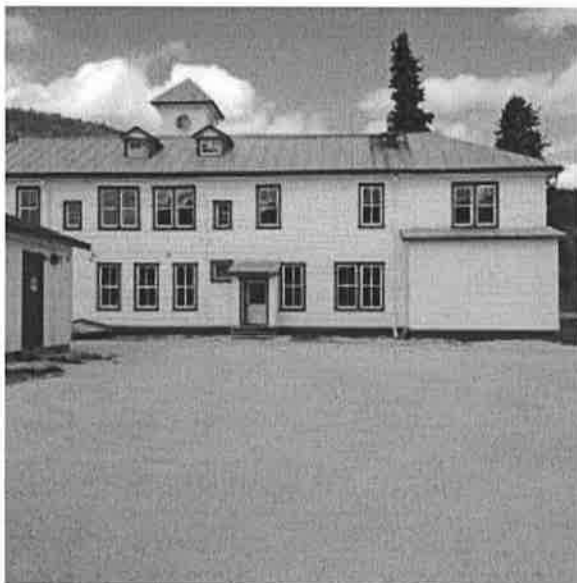


Figure 37: View of the rear façade of the Courthouse with the parking lot. [HCS, 2017]

Figure 35: Government Reserve, Dawson, 1901. The Territorial Courthouse appears on the lower right side of the drawing. The drawing shows the boardwalks and other pedestrian connections with the neighboring sites. [Department of Indian Affairs and Northern Development, June 1972]

Page 42 – 43**8.1.3 Spatial Organization and Built Features**

Another notable change over the years was the addition of auxiliary buildings in the rear yard of the Courthouse; the former Carriage House (cultural resource of other heritage value added during the Royal Canadian Mounted Police period) and the Chicken Coop (likely added during the Sisters of Charity period). The presence of these buildings contributes - through their colours, scale and design vocabulary - to the heritage character of the Courthouse building's exterior and site. Moreover, their positioning along the original property lines reinforces the original site's organization and helps to create an inner courtyard where new contemporary site elements such as parking spaces can be located. These auxiliary buildings are, however, in poor condition and consideration should be given to the preservation and rehabilitation of these structures.

The presence of the shed that was added in the 1970s near the Chicken Coop creates a visual distraction from the other auxiliary structures. Its scale, design vocabulary and location are considered incompatible with the heritage character of the Courthouse building and site. It is not a cultural resource. Consideration should be given to removing this structure.



Figure 38: View of the auxiliary buildings from Turner Street. [HCS, 2017]

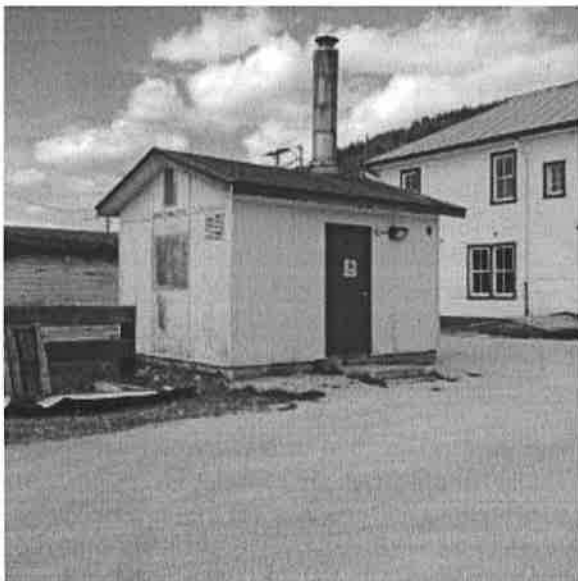


Figure 39: The shed added in the 1970s, is a visual distraction, incompatible with the heritage character of the building. [HCS, 2017]

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8.2 Settling

The setting of the Former Courthouse consists of both built and natural features of the Dawson Historical Complex National Historic Site.

According to the Commemorative Integrity Statement for Dawson Historical Complex¹, the physical elements/characteristic that contribute to the setting's character are:

- The flat of land bounded by the confluence of the Klondike and Yukon Rivers and bordered by the hills, which established the physical boundaries of the town site;
- The plot of the 1897-98 survey, with its grid street layout and orientation of buildings;
- The buildings of the Dawson Historical Complex NHSC:
- The townscape features and landscape vestiges associated with the period of commemoration;
- The streetscapes of historical buildings, which as a historical complex, contribute to the overall sense of place, e.g., the frontier character of structures, unpaved streets, boardwalks, collection of boomtown facades, permanent government structures, and a mix of vernacular constructional techniques.

In addition, physical qualities of the larger landscape which relate to the isolated wilderness contribute to the picturesque character of the natural setting:

- The undeveloped and rugged terrain around Dawson, and represented in the Midnight Dome and surrounding hills, rivers and the Moosehide Slide;
- The views of the regional landscape from the town; and,

¹ Commemorative Integrity Statement for Dawson Historical Complex, September, 3, 1997, p. 5.

- The extreme climatic conditions including permafrost², and their impact on the town's development.

The setting of the Former Courthouse contributes to its heritage values and needs to be respected by all whose decisions or actions affect the site.

The CIS for the Dawson Historical Complex provides recommendations pertinent to the protection of this setting. This includes recommendations to:

- Maintain the streetscapes of historical buildings, representing the era of the Gold Rush or its aftermath;
- Retain the Level 1 buildings on their original sites, maintaining their materials, massing, and inter-relationships;
- Ensure that new construction/landscape modifications in Dawson are compatible with and sensitive to the heritage character of the site, in accordance with Cultural Resource Management principles;
- Encourage sympathetic external renovations and/or new construction within the historic place;
- Encourage sympathetic development of the landscape as viewed from the town to ensure the maintenance of the original visual relationship between town, river and surrounding hills; and,
- Respect and retain the street configuration of the 1897-98 survey.

Pages 64-65

9.9.5 Guidelines for the Conservation of the Landscape

- It is recommended that the original boardwalk which was centrally aligned with the main entrance and which respected the Classical Revival style of the building be reinstated. The design of the new boardwalk should be in keeping with the flowing layout of the original boardwalk as opposed to the perpendicular layout found at other sites with significant buildings. If appropriate, a railing made of wood frame with chicken wire could be installed in some sections of the boardwalk as seen in historic photos during the 1901 – 1910 period.
- The use of the rear yard as a parking lot is desirable as it has less impact on the historic building's formal character and its status as a visual landmark within Dawson City than when it was located in front of the building. The presence of the Carriage House, Chicken Coop and the main building itself should continue to be used to help screen the views onto the cars from adjacent streets.
- Locally sourced gravel should be used as surface material for the parking lot and the access road on the northeast side of the building as it helps to integrate the vehicular access road and parking within the historic landscape.
- Although they are not from the commemoration period, the former Carriage House (a level two resource) and the Chicken Coop should be preserved and rehabilitated as their colours, scale and design vocabulary are compatible with the heritage character of the Courthouse building's exterior and site. Their positioning along the original property lines reinforces the original site's organization. It may be possible to use these buildings for new user requirements.
- The presence of the shed added in the 1970s near the Chicken Coop is a visual distraction from the other auxiliary structures. Consideration should be given to removing this structure.
- The original site's character with a simple, uncluttered grassed ground plane should be protected and reinstated where possible. The two large coniferous trees which date back from

² It is to be noted that the site itself is not on the permafrost.

the commemoration period and which are in good condition have significant heritage value. Every effort should be made to protect these trees as they reinforce the original status of the Courthouse building as a landmark.

- The original visual relationship – where the Courthouse is so prominent when arriving from the south with an unobstructed view onto the monumental classical structure – should be protected when any changes are made to the building and its site. Consideration should be given to rehabilitating the south façade of the Courthouse to ensure that any addition to the original building is compatible with its heritage character and importance as a landmark.
- The built and natural features of the Dawson Historical Complex National Historic Site, including the picturesque natural setting, contribute generally to the building and site's historic character and should be protected.
- In addition to the building's architectural design and character, specific elements of the site that contribute in making the building a visual landmark within the city should be protected.

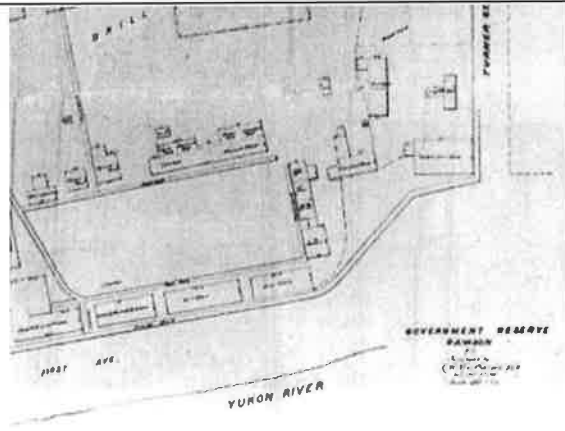
KEY ELEMENTS OF THE LANDSCAPE**Circulation - Rear of the Courthouse**

Photo: Department of Indian Affairs and Northern Development (1901)



Photo: HCS (2017)

LOCATION

Current Location: Rear of the Courthouse

Original Location: Same as current location

CHARACTERISTICS**Description:**

A period photograph shows that the rear yard of the Courthouse was fenced: it had a less formal character than the front of the building. From the historic plan of the Government Reserve, there is no evidence of a boardwalk or formal connection from the backyard to any of the other federal buildings within the reserve.

There is now a parking lot at the rear of the building. If a parking lot is required, having it at this location is desirable: it has less visual impact on the building's Classical Revival style or its status as a visual landmark within Dawson City. The presence of the Carriage House and the Chicken Coop help to screen the views towards the cars from adjacent streets.

Value: Medium Obscured Heritage Value

Period:

Commemoration Period for the Courthouse (1901 to 1910)

Material:

Locally sourced gravel is currently used as the surface material for the parking lot and the access road on the northeast side of the building. This material helps to integrate the vehicular access road and parking lot within the historic landscape.

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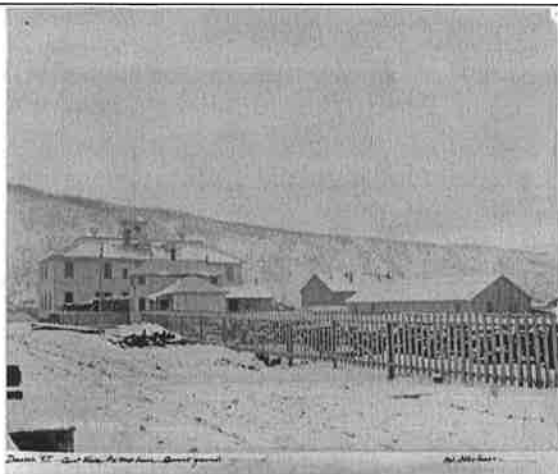
KEY ELEMENTS OF THE LANDSCAPE**Spatial Organization and Built Features**

Photo: PSPC (Unknown Date)



Photo: IICS (2017)

LOCATION**Current Location:** Rear Yard of the Courthouse**Original Location:** Same as current location**CHARACTERISTICS****Description:**

Over the years, the addition of auxiliary buildings in the rear yard of the Courthouse - the former Carriage House (added during the Northwest Mounted Police period) and the Chicken Coop (likely added during the Sisters of Charity period) - has reinforced the organization (layout) of the original site.

Value: Medium Heritage Value

The presence of the former Carriage House and the Chicken Coop contributes - through their colours, scale and design vocabulary - to the heritage character of the Courthouse building's exterior and site. Moreover, their positioning along the original property lines reinforces the original site's organization. It also helps to create an inner courtyard where new contemporary elements such as parking spaces can be located.

Period:

Original site's organization and property lines (1901 – 1910)

Former Carriage House (1914 – 1954)

Chicken Coop (1954 – 1967)

Material:

Wood

APPENDIX C: STANDARDS AND GUIDELINES FOR THE CONSERVATION OF HISTORIC PLACES IN CANADA

The Standards and Guidelines for the Conservation of Historic Places in Canada (Standards and Guidelines) is the first-ever pan-Canadian benchmark for heritage conservation practice in this country. It offers results-oriented guidance for sound decision-making when planning for, intervening on and using historic places. This document establishes a consistent, pan-Canadian set of conservation principles and guidelines that will be useful to anyone with an interest in conserving Canada's historic places.

The Conservation Decision-making Process

Conservation activities can be seen as a sequence of actions - from understanding the historic place, to planning for its conservation and intervening through projects or maintenance.

These three phases can further be defined through a series of steps:

UNDERSTANDING

Refer to Heritage Value and Character-defining Elements
Investigate and Document Condition and Changes

PLANNING

Maintain or Select an Appropriate and Sustainable Use
Identify Project Requirements
Determine the Primary Treatment
Review the Standards
Follow the Guidelines

INTERVENING

Undertake the Project Work
Carry out Regular Maintenance

The Conservation Treatments

Conservation is the umbrella term in Canada. The conservation treatments of preservation, rehabilitation and restoration fall under conservation.

In the case of the Courthouse, the designated place is the building on its footprint. However, the Commemorative Integrity Statement for the Courthouse identifies several resources that are not related to the reasons for designation as a national historic site. This includes the outbuildings dating up to 1967 which includes the Conservation Lab. Since an alteration is proposed for the rear yard which is meant to facilitate a new or continued use of Courthouse, it is appropriate to refer to the Standards for rehabilitation:

Rehabilitation involves the sensitive adaptation of an historic place or individual component for a continuing or compatible contemporary use, while protecting its heritage value. Rehabilitation can include replacing missing historic features. The replacement may be an accurate replica of the missing feature or it may be a new design compatible with the style, era and character of the historic place. (Standards and Guidelines, page 16)

For a rehabilitation project, Standards 11 and 12 are key as are Standards 1, 2, 4 and 9. The Standards are included below for reference.

The Standards

The standards are based on internationally recognized conservation principles. The 14 standards are:

General Standards (for preservation, rehabilitation and restoration)

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 that, 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 disturbing 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 ongoing basis. Repair character-defining elements by reinforcing their 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 on 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 an historic place or 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.

The Guidelines

For this project, the most applicable Guidelines are those for Built Features (4.1.11) found in the section for Guidelines for Cultural Landscapes, Including Historic Districts. These guidelines provide direction when the built features of a cultural landscape have been identified as character-defining elements of an historic place. Built features can include a range of cultural resources such as archaeological remains and various building types. A building may play a role as a character-defining element in a cultural landscape, in addition to having its own heritage value. For recommendations on specific materials that pertain to built features, refer to the Guidelines for Materials.

Specific Recommendations can be found in the Standards and Guidelines for projects looking to add a new building to a cultural landscape (Standards and Guidelines, page 92)

	Recommended	Not Recommended
ADDITIONS OR ALTERATIONS TO A CULTURAL LANDSCAPE		
15	Designing a new built feature, when required by a new use, to be compatible with the heritage value of the cultural landscape. For example, erecting a new farm outbuilding, using traditional form and materials, or installing signs and lighting compatible with the cultural landscape.	Locating a new built feature in a manner that undermines the heritage value of the cultural landscape. Introducing a new built feature, such as an interpretive panel, that is visually incompatible with the cultural landscape.

APPENDIX D: LOCAL GUIDELINES AND PLANS

Dawson City Heritage Management Plan 2008

The Dawson City Heritage Management Plan refers to the Design Guidelines for Historic Dawson (1980) while making a series of recommendations for developing a new framework for managing heritage resources in the Community. It is the precursor to much of what is found in the current community plan and zoning.

This plan proposes a Vision for the Management of Dawson's Heritage Resources:

The built and natural heritage features of the Klondike Valley Cultural Landscape, of which the Dawson Townsite forms an important component, will be managed so as to improve the quality of life for residents of the City and the region and to provide an enhanced destination attraction for international tourism. The heritage management program will tell the stories of the entire human history of the Klondike Valley, with particular emphasis on the Gold Rush era of 1896-1910. (page 3)

Pertinent to the proposal for the Conservation Lab, the plan provides guidance for managing the resources in the Government Reserve Character Area. It concludes that "landscape features, both historic and new, are particularly highly valued and must follow historical design principles" (page iv).

This section is particularly useful:

3. Government Reserve Character Area

Boundaries

The Government Reserve Character Area comprises the land from Front Street to the lane behind Sixth Avenue, and from Church Street south to the Klondike Highway.

Significance

This area coincides generally with the land reserved for government building. It contains most of the important historical public / institutional buildings that expressed the authority of Government of Canada and the religious organizations. It also contains residential properties from the early and mid-20th century.

Character-defining elements

Topography

The land is flat, rising gently from Minto Park to 6th Avenue.

Views

Good views of the mountains on three sides from most vantage points.

Buildings and Structures

Larger-scaled historic buildings, particularly the Museum (the Old Territorial Administration Building), the Courthouse, and the Commissioner's Residence

The principal buildings are situated in park-like settings

The main government buildings are classical in design, in contrast to the general Gold Rush style; the classical architecture expresses the authority of the Government in the years around 1900

Landscape Features

Several large grassed and landscaped areas, producing park-like settings.

Deviations from the gridiron pattern, particularly to the north.

Residential yards are landscaped with mature trees. (page 26)

Extensive design guidelines are provided in the plan. The decision diagram that included below indicates how to selecting the appropriate set(s) of design guidelines for potential development proposals (page 58):

What is the historical status of the proposed development?	In which Heritage Management Area is the proposed development located?	What type of development is proposed?	Which set(s) of guidelines should be referred to?
Gold Rush Era Building (1896-1910)	Any Heritage Management Area	Intervention to existing structure	<i>Standards and Guidelines for Conservation of Historic Places in Canada AND Design Guidelines for Historic Dawson</i>
		New addition	<i>Design Guidelines for Conservation and Infill -- Additions to Existing Historic Buildings</i>
Post-Gold Rush Era Building (1910-present)	Any Heritage Management Area	Intervention to existing structure	<i>Standards and Guidelines for Conservation of Historic Places in Canada AND Design Guidelines for Conservation and Infill -- Guidelines for Interventions to Buildings Erected After the Gold Rush Era</i>
		New addition	<i>Design Guidelines for Conservation and Infill -- Additions to Existing Historic Buildings</i>
Proposed New Addition or Construction	Downtown Heritage Management Area (except Downtown Transitional Character Area)	Reconstruction (mandatory)	<i>Standards and Guidelines for Conservation of Historic Places in Canada AND Design Guidelines for Historic Dawson AND Design Guidelines for Architectural Conservation and Infill -- Guidelines for Reconstructions</i>
	Downtown Transitional Character Area within Downtown Heritage Management Area	Infill	<i>Design Guidelines for Architectural Conservation and Infill -- Guidelines for the Downtown Transitional Character Area</i>
	Residential Heritage Management Area	Reconstruction (optional)	<i>Standards and Guidelines for Conservation of Historic Places in Canada AND Design Guidelines for Historic Dawson</i>
		Infill	<i>Design Guidelines for Architectural Conservation and Infill -- Guidelines for Infill: the Dawson Style</i>
	Valley, Confluence and Bowl Heritage Management Area	Any	<i>Design Guidelines for Architectural Conservation and Infill -- Guidelines for Infill: the Dawson Style (OPTIONAL)</i>

Official Community Plan Bylaw No. 12-23, 2012

3.9 Heritage Preservation (page 20)

Long-term goal:

- Protect and celebrate Dawson's heritage as a "living historical community" while at the same time allowing the community to evolve and prosper into the future.

Zoning Bylaw City of Dawson No. 12-27, 2013

Heritage Management Guidelines (page 57)

(1) Treatment of existing buildings:

Post-Gold Rush buildings will not be altered to look like Gold Rush buildings. Their integrity will be maintained and respected to illustrate and interpret the full history of Dawson. An appropriate balance between property maintenance and relic character will be maintained. Historic buildings may be moved if there is a compelling reason to do so and if moving would conform to all zoning regulations.

(2) Treatment of new construction:

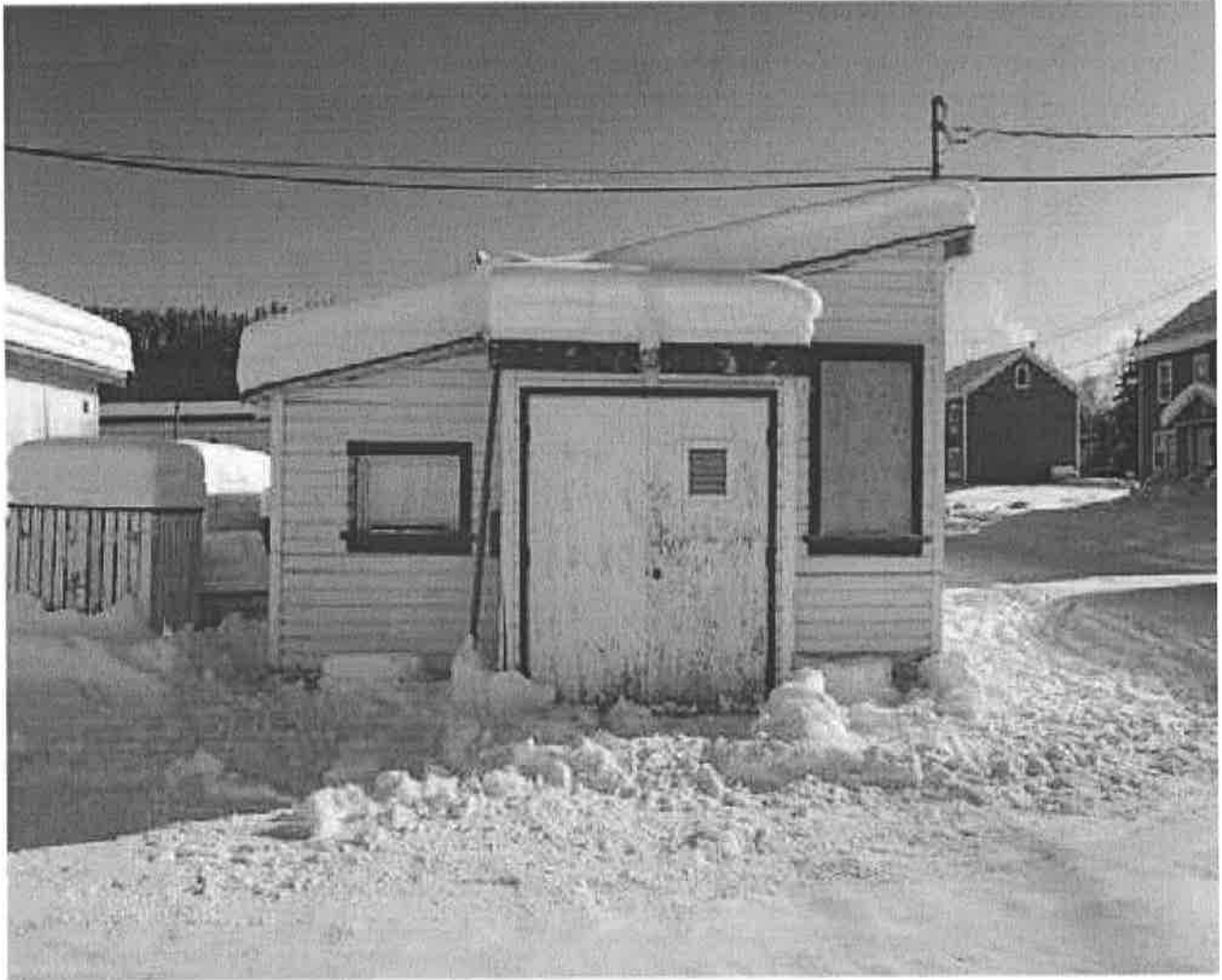
e) New landscape features will follow the design guidelines and are subject to review in the development permit process...

...Government Reserve Character Area.

Landscape features, historic and new, are particularly highly valued and will follow heritage design guidelines.

Design Guidelines:

- a) Reconstruction (mandatory) will follow latest versions of 'Standards and Guidelines for Conservation of Historic Places in Canada' AND 'Design Guidelines for Historic Dawson' AND 'Design Guidelines for Conservation and Infill - Guidelines for Reconstructions'.
- b) Downtown Transitional Area exceptions for infill will follow latest version of 'Design Guidelines for Architectural Conservation and Infill - Guidelines for the Downtown Transitional Area'.



Heritage Recording
Conservation Lab
Klondike National Historic Site
March 29, 2018

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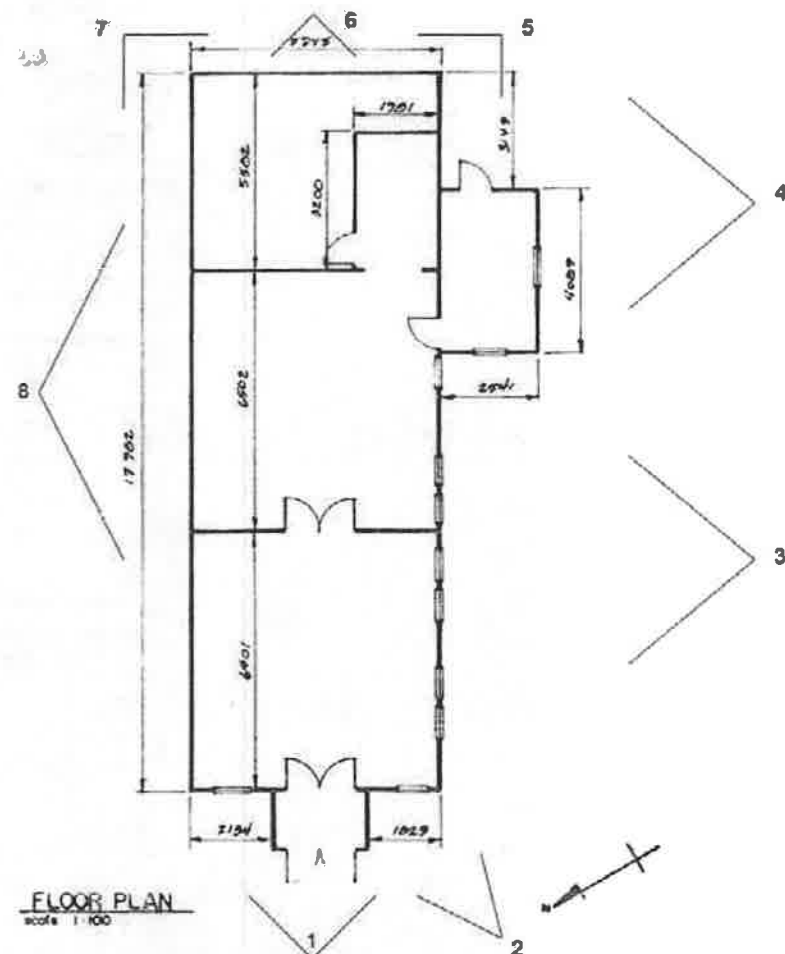
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Photos
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Windows

Reference Map
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Detailing

Reference Map
Photos



5 Floor plan, Conservation Lab. (R.N.H.S., 1987.)



From Above.JPG



1.JPG



8.JPG



2.JPG



3.JPG

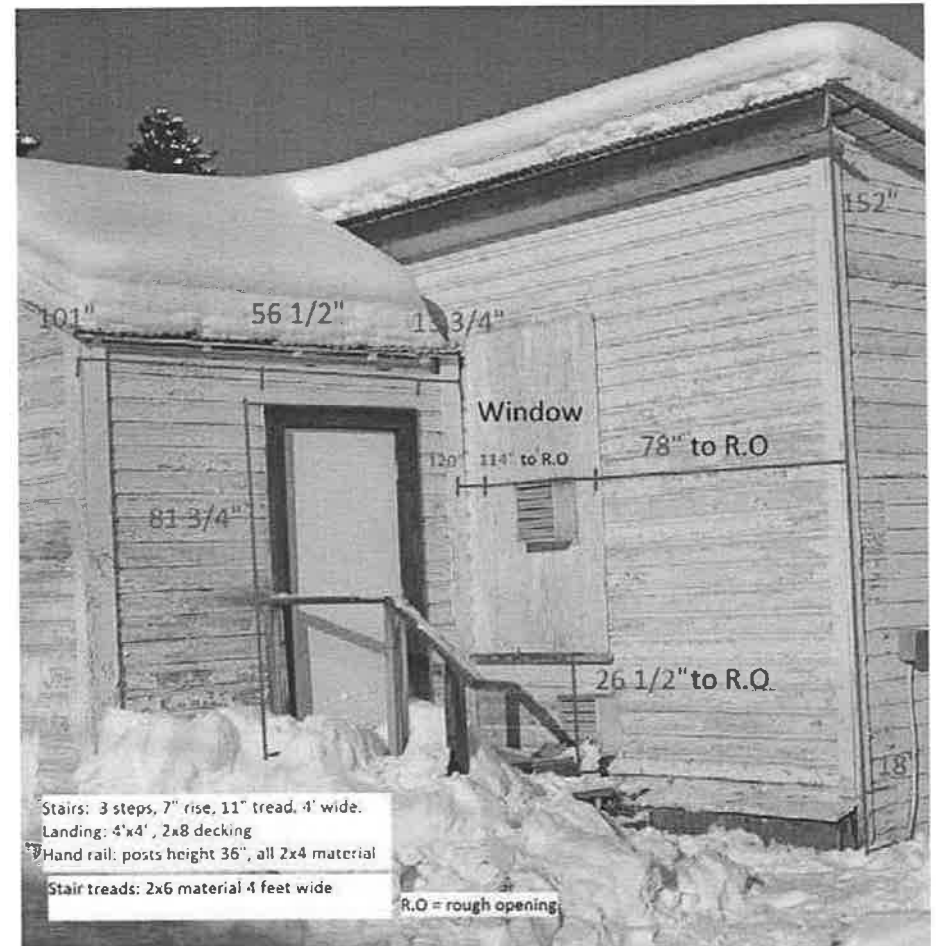
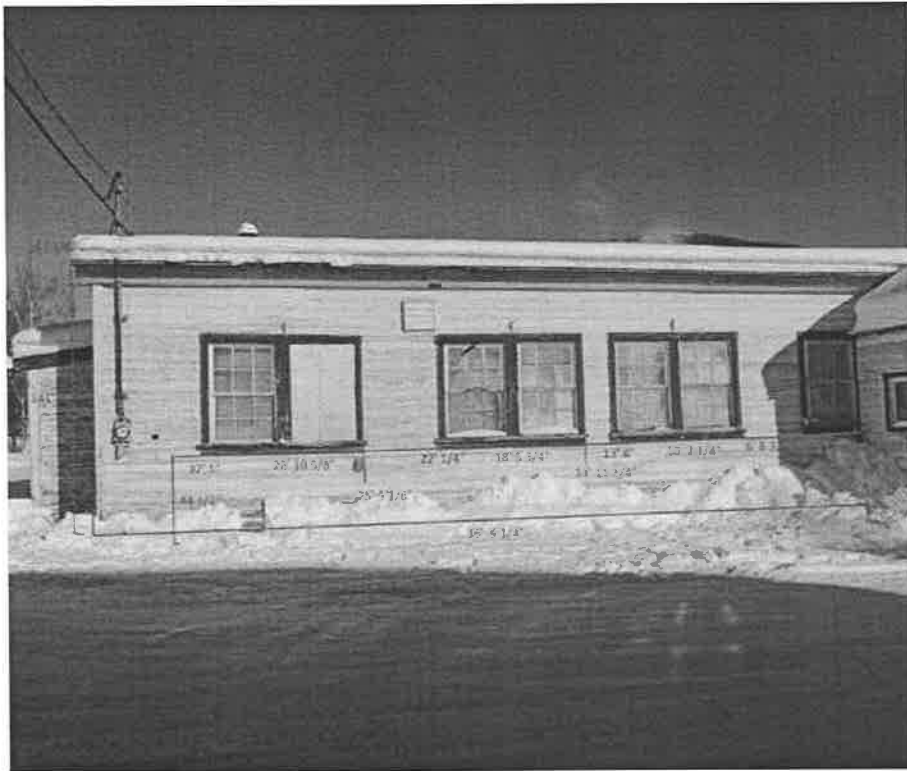


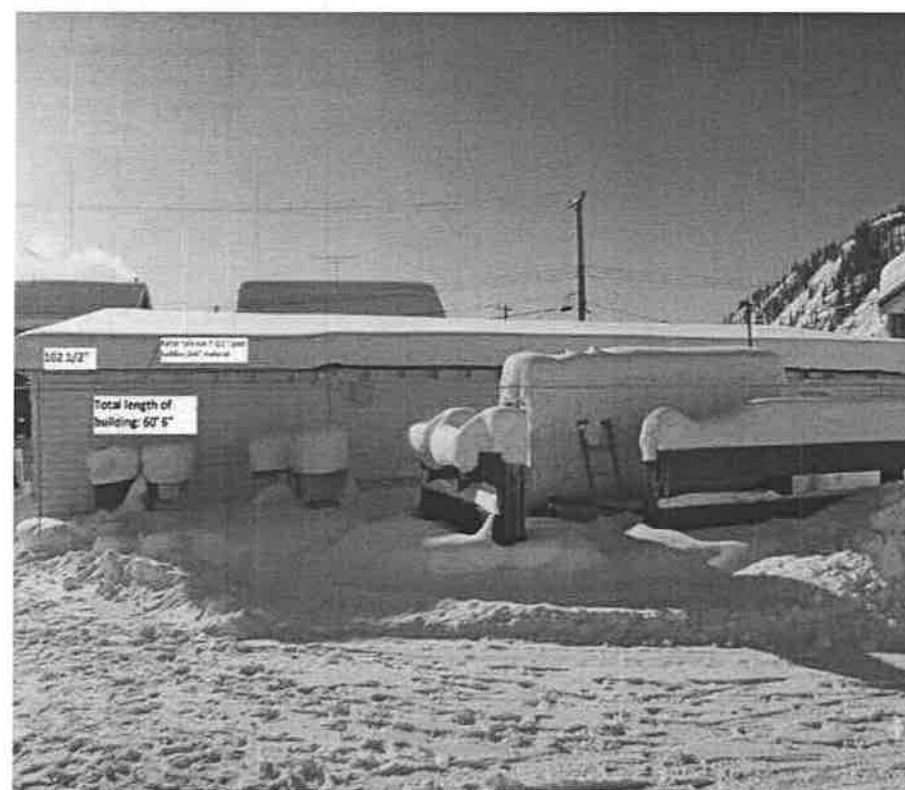
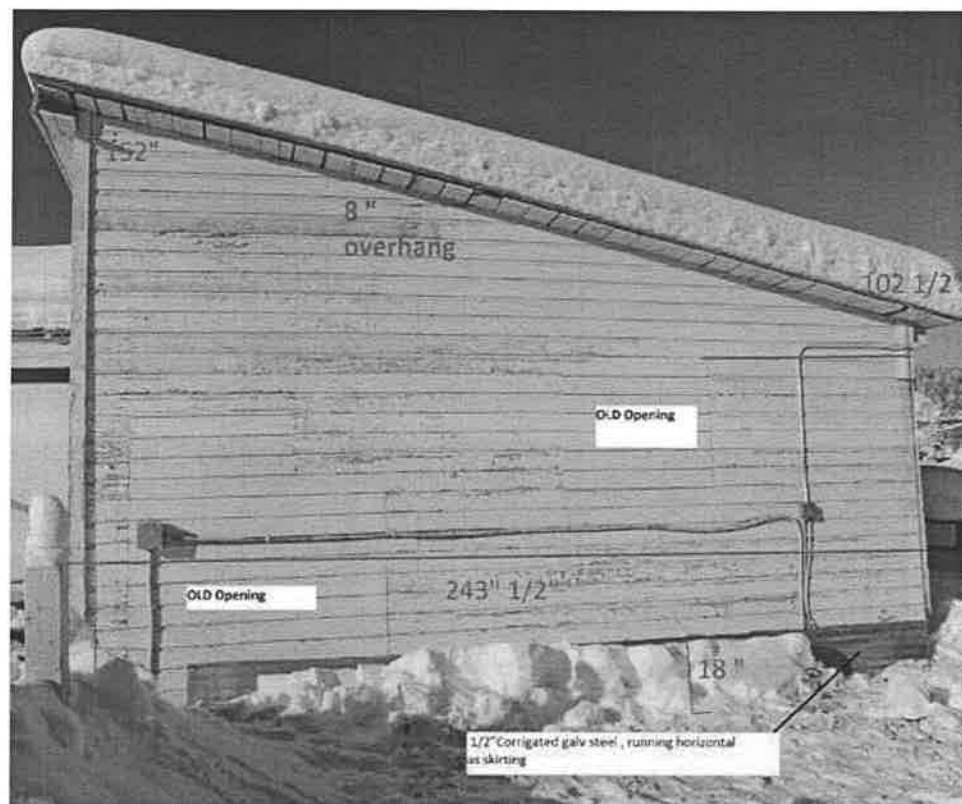
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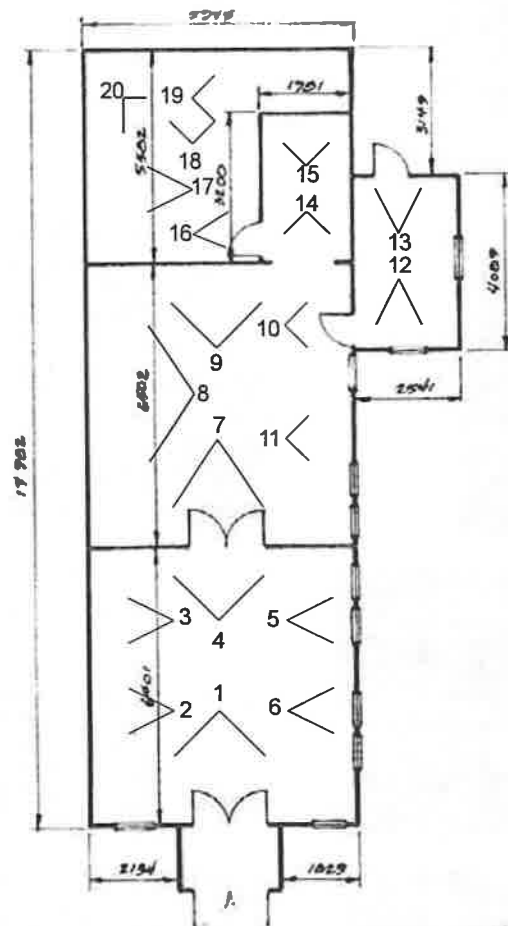


5.JPG









FLOOR PLAN
scale 1:100

5 Floor plan, Conservation Lab. (K.N.H.S., 1987.)



1.JPG



2.JPG



3.JPG



4.JPG



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17.JPG



18.JPG



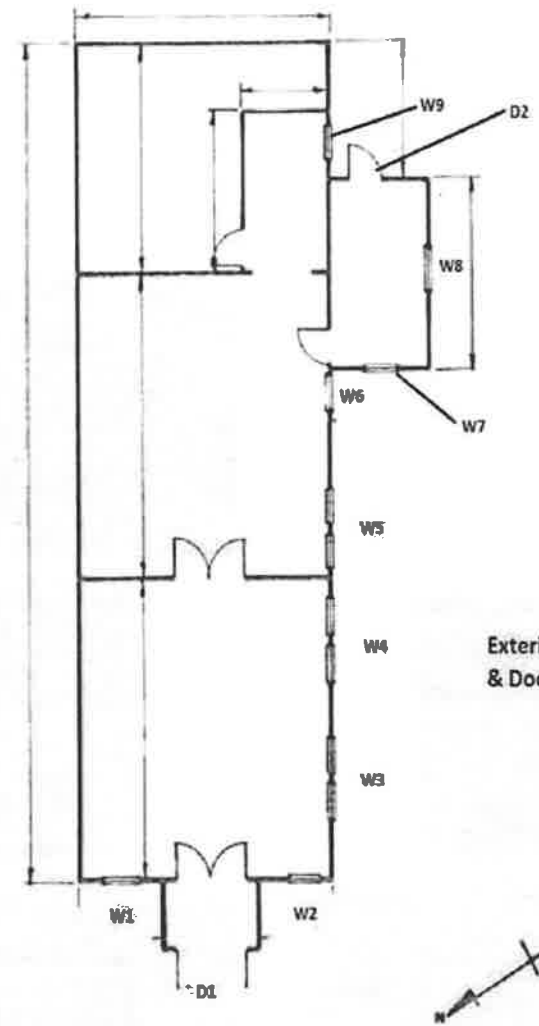
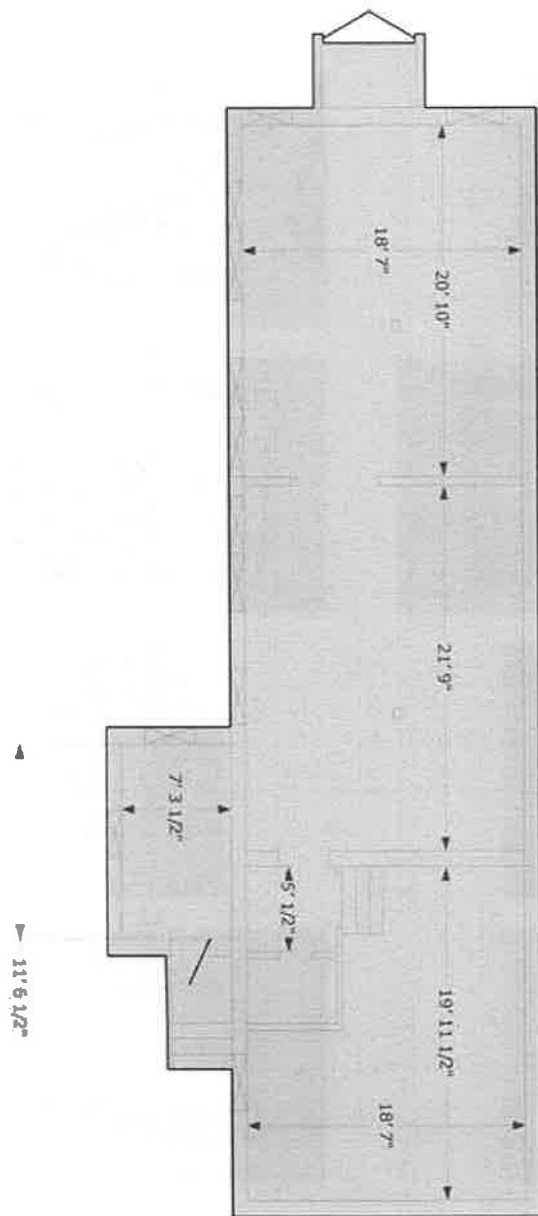
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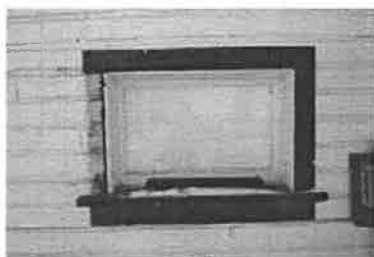


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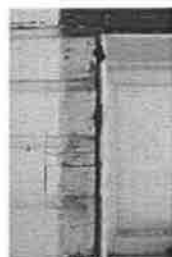


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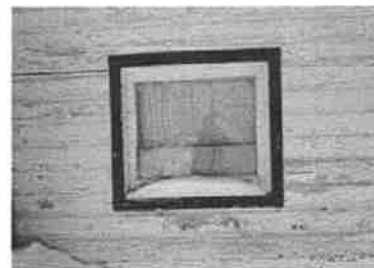




1.JPG



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4.JPG



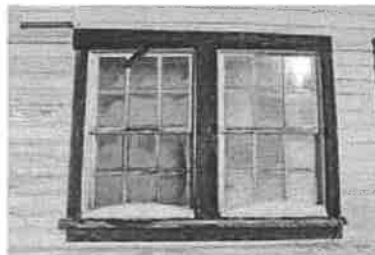
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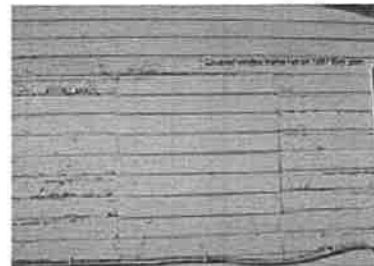
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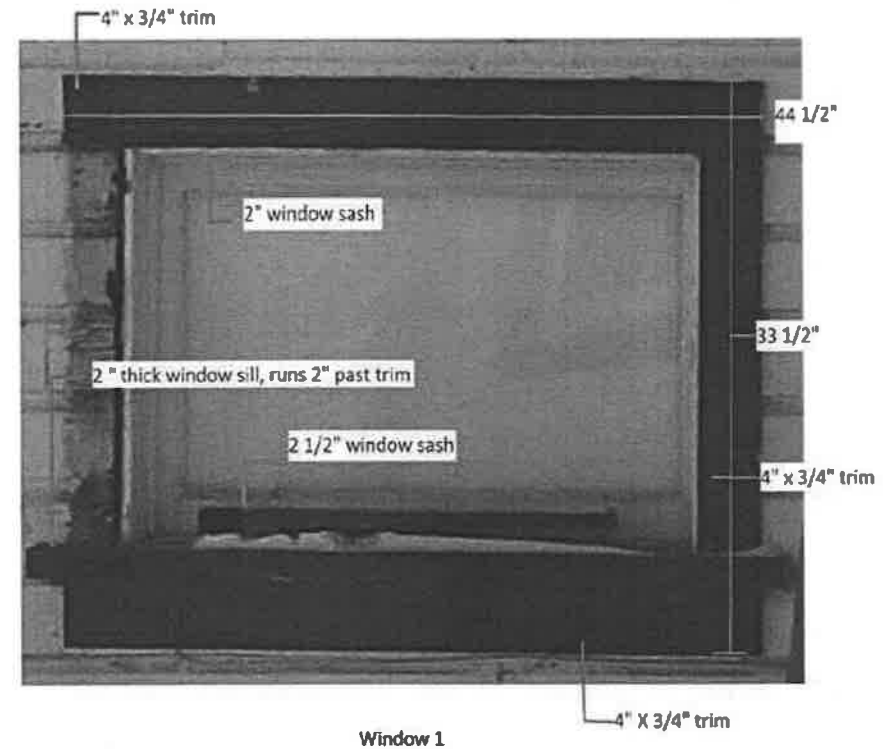
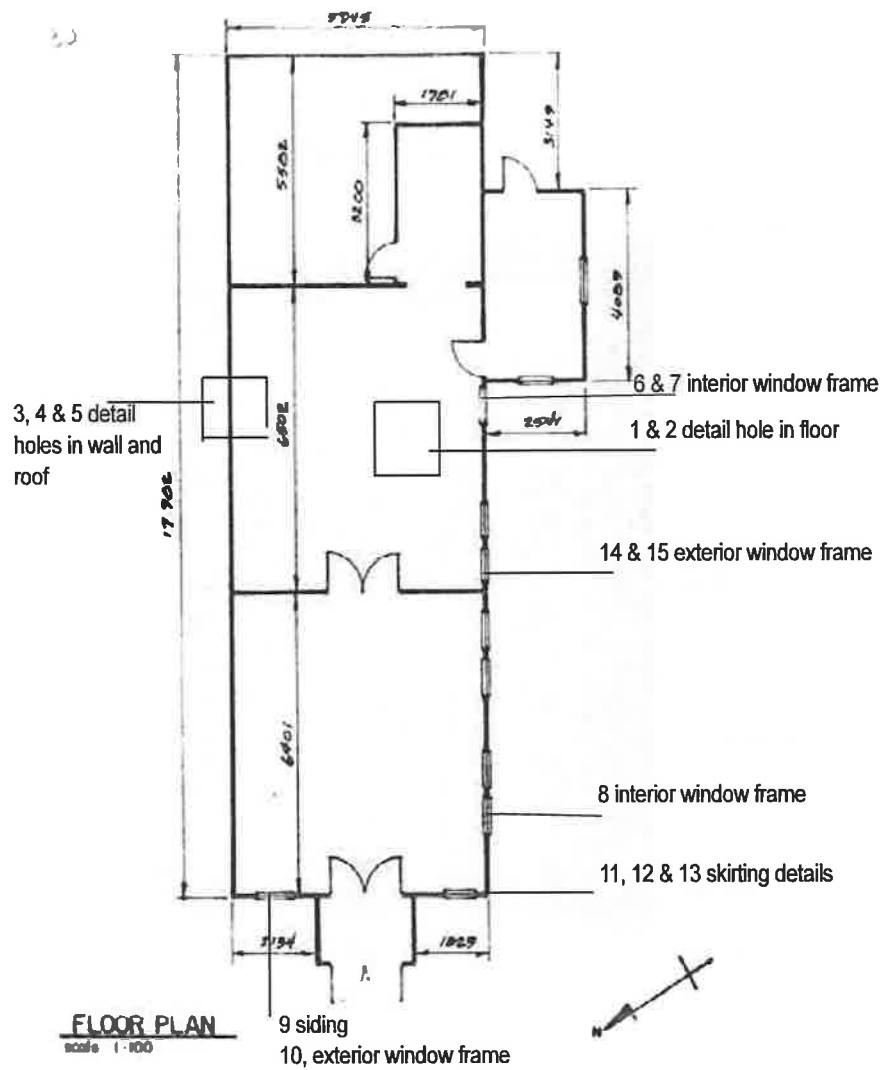
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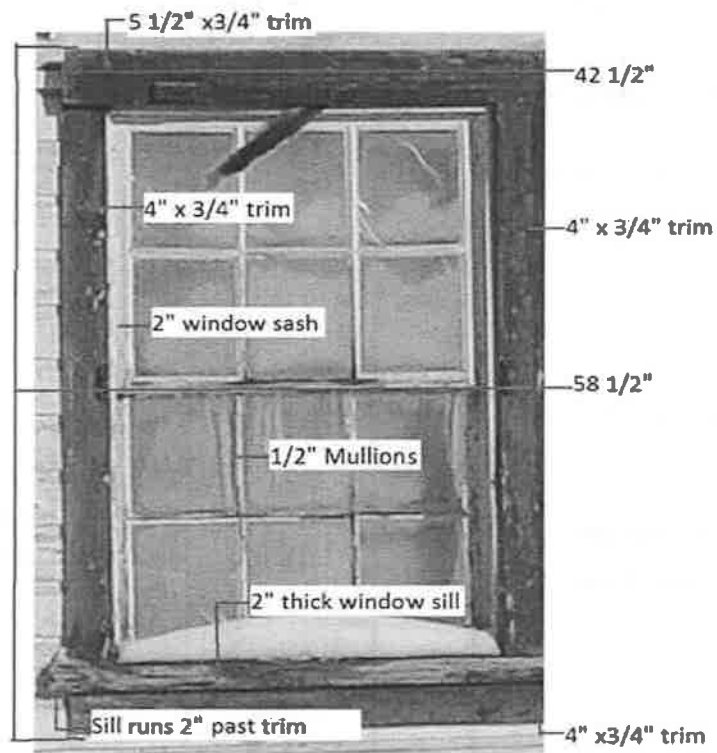
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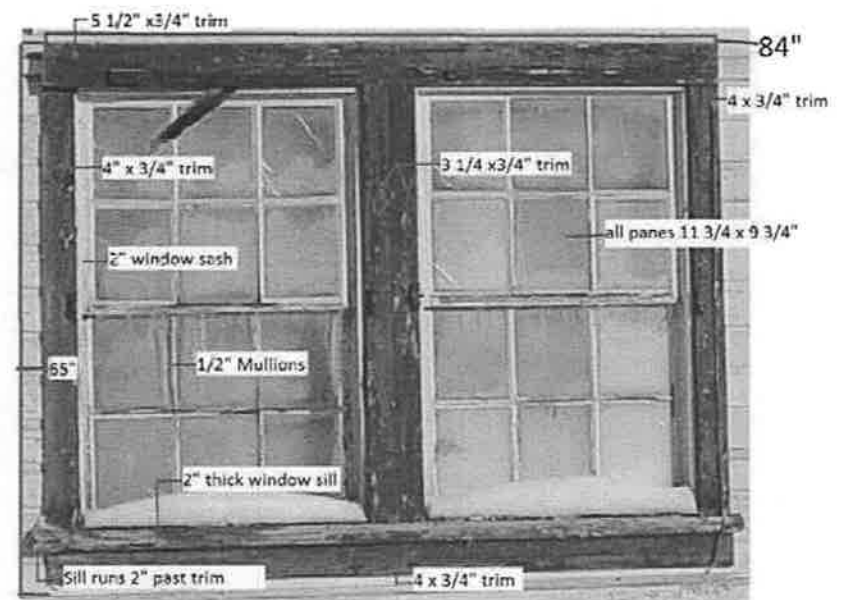
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5 Floor plan, Conservation Lab. (K.N.H.S., 1987.)



Window 2, 6



Windows 3, 4, 5



9.JPG



10.JPG



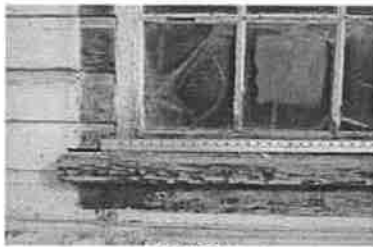
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15.JPG

Statement of Cultural Resource Impact Analysis

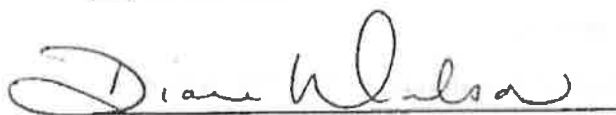
RECOMMENDATION to the FUS

We recommend that you approve the
implementation of these mitigation measures.

☒ I concur

☐ I do not concur

☐ for discussion



Diane Wilson, Field Unit Superintendent

Yukon Field Unit

Date: May 22/18

For:

Project Title: Disposal of Conservation Lab

Project Number: N/A

Former Territorial Courthouse NHSC and
Dawson Historical Complex NHSC

In order to support the rehabilitation of the
Former Territorial Courthouse NHSC, the
Conservation Lab, a cultural resource of other
heritage value, will be disposed of by
demolition and replaced with a new mechanical
building that will be designed to fit within the
cultural landscape.

Date: April 6, 2018

Prepared by: Lisa Forbes, CRM Policy Advisor,
819-420-9233

The following aspects of the proposal respect
or enhance the heritage value of the cultural
resource for the following reasons:

In accordance with the Parks Canada Cultural
Resource Management Policy (2013), prior to
considering disposal, best efforts were made to
rehabilitate the Conservation Lab to a new use
as the mechanical room for the Former
Territorial Courthouse NHSC. See Appendix A
for the report "Demonstration of Best Efforts
Prior to Disposal of Cultural Resource."

The following aspects of the proposal could
detrimentally impact on heritage significance.
The reasons are explained as well as the
mitigation measures to be taken to minimise
impacts:

The disposal of the Conservation Lab will
change the cultural landscape surrounding the
Former Territorial Courthouse. To minimise
impacts, a heritage recording will be completed
to preserve the public record and the void will
be filled with a new building that uses the
original footprint, has a similar mass and that
uses colours and materials that complement the
surrounding buildings. See Appendix B for
"Design and Replacement Guidelines for the
Conservation Lab".

The following solutions have been considered
and discounted for the following reasons:

1. **Create a mechanical room within the
Courthouse.** This is undesirable as it would
impact the heritage character of a
significant cultural resource. The
Courthouse is (1) an NHSC in its own right;
(2) a cultural resource of national historic
significance within the Dawson Historical
Complex NHSC; and (3) a Classified Federal
Heritage Building.
2. **Add a new utility building behind the
Courthouse.** This would negatively impact
the cultural landscape surrounding the
Courthouse by disturbing the spatial
organization of the Government Reserve
Lot.

3. **Rehabilitate the Conservation Lab to serve as the mechanical room.** This was the desired course of action because the Conservation Lab is currently vacant and falling into disrepair, but this option was found to be unfeasible.
4. **Dispose of Conservation Lab and build a new mechanical building in its place.** This option was considered only after it became clear that rehabilitation (option 3) was not a viable option due to the number of changes needed to suit its new use and the very poor condition of the building.

Recommendations:

1. **Conduct a Heritage Recording prior to demolition.** This is in order to meet section 7.2.5 of the Cultural Resource Management Policy which requires that all cultural resources be recorded and documented in order to preserve the public record.
2. **Use the "Design and Replacement Guidelines for the Conservation Lab" to design the new mechanical building.** The design and replacement guidelines will

minimize the impacts to the surrounding cultural landscape by ensuring that the new building conforms to the Cultural Resource Management Policy, the *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010, 2nd ed.), and the *Design Guidelines for Historic Dawson* (1980).

3. **Undertake the CRIA process to mitigate archaeological and cultural landscape impacts.** An archaeological investigation is needed once the building has been dismantled to the foundation level. In addition, the new building design should be reviewed to ensure it fits within the cultural landscape and conforms to the "Design and Replacement Guidelines for the Conservation Lab".

Attachments:

Appendix A: Demonstration of Best Efforts Prior to Disposal of Cultural Resource (Parks Canada, 2018)

Appendix B: Design and Replacement Guidelines for the Conservation Lab (Parks Canada, 2018)

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

SUBJECT:	Subdivision Application #18-107: Lot 1077-1 Klondike Highway	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: 1. Subdivision Application #18-107 2. Draft Plan of Subdivision
DATE:	February 4th, 2018	
RELEVANT BYLAWS / POLICY / LEGISLATION:	n/a	

RECOMMENDATION

It is respectfully recommended that:

1. Council approve Subdivision Application #18-107 subject to the following conditions:
 - 1.1. The application successfully passes through a public hearing.
 - 1.2. The applicant submits a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
 - 1.3. Access easement as identified in plans to be registered on title.
 - 1.4. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 1.5. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.

ISSUE

Subdivision Application #18-107 was received on September 6, 2018. The applicant is requesting to subdivide Lot 1077-1 Klondike Highway into 3 parcels of approximately 1 acre each.

A Public hearing was held January 28th and received two submissions; a verbal submission from property owner of neighbouring Lot 1076-2 and the other was a written submission from Yukon Energy Corporation.

- Property owner Barney Lauzon voiced concern over the proposed access impacting existing infrastructure as well as safety concerns pertaining to traffic flow impacts of a driveway off the highway servicing three lots. While legal access to lot 1076-2 is off of Washboard Way and not off of the Klondike Highway, he was concerned that this legal access is not currently clear and available for use.
- Yukon Energy Corporation has been pursuing an easement to maintain their main transmission line that runs along the front parcel line. They have requested this easement be made into a condition of subdivision.

BACKGROUND SUMMARY

The proposed subdivision will create 3 lots: Lot 1 (1.20 acres), Lot 2 (1.17 acres) and Lot 3 (1.74 acres). Lots 1 and 3 are previously developed as follows:

Lot 1: 2 Storage containers

Two accessory buildings exist on Lot 1 and conform to all Zoning Bylaw requirements. While they do not have development permits on file, Zoning Bylaw #80-08 was enacted during time of development which did not include the Valley, Bowl and Confluence area; therefore, the structures are considered legally non-conforming and do not impact this subdivision.

Lot 3: Shop & Residence

Two accessory buildings as well as the shop and residence exist on Lot 3. The exterior side setbacks of the residence and one of the accessory buildings do not meet current Zoning Bylaws. However, due to the construction date listed on the original building permit being November 5th, 1987, the construction complied to the Zoning Bylaws enacted during that time as the Valley, Bowl and Confluence area; therefore, the structures are considered legally non-conforming and do not impact this subdivision.

ANALYSIS / DISCUSSION



Figure 1. Proposed Subdivision Configuration



Figure 2. Location Map

Comments

The application was circulated to all department heads, and no negative impacts were identified. The application will be circulated to every property owner in a 1-kilometer radius of this property, inviting comments and questions. A public hearing will take place at a future upcoming meeting. It will be a condition of approval that the application passes successfully through this public hearing. If substantial concerns are raised, the application may be required to return to a future COW meeting.

Subdivision By-Law

Subdivision Control By-Law S3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The Analysis/Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.

Municipal Act

The Municipal Act S. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. Lot 1077-1 currently has one driveway. If additional driveways were proposed, Yukon Government Highways and Public Works (HPW) would be the approving authority. However, instead of creating new driveways, the applicant is proposing to create an access easement (Pictured in red on Figure 1). To legitimize this access, an access easement will need to be registered on title. The application was circulated to HPW to ensure that they are satisfied with this configuration, and no concerns were raised.


S. 319 stipulates that an approval may be valid for a period of up to twelve months. If the applicant has not provided proof that the conditions of approval have been met, under the Act approval is void. The applicant can request an extension of a further twelve months, which may be granted in whole or in part, at the discretion of the approval authority.

Official Community Plan

The property is currently designated as IND – Industrial. Uses associated with this designation include Industrial businesses such as the storage of materials, manufacturing and industrial support services. Therefore, the subdivided lots would retain the same designation. Any new use or development on the proposed lots would be required to conform to the OCP designation, or else apply for an OCP Amendment.

Zoning By-Law

The property is currently zoned M1 – Multi-Unit Residential. The Zoning By-Law is intended to implement the goals of the OCP. Therefore, the purpose of the M1 zone as per the Zoning By-Law is to permit Industrial businesses such as the storage of materials, cleaning & testing materials and the processing of raw materials. A full range of permitted uses and associated provisions are contained in the Zoning By-Law, and any future development of the proposed lots must also conform with the Zoning By-Law. As described above, proposed Lots 1 and 3 have existing developments and while not all are compliant with the current zoning bylaw, all have existing legally non-conforming status and do not impact this subdivision. As such, the subdivision can be approved as presented as it currently meets all the requirements for an M1 zone.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	Jan 17, 2019	



THE CITY OF DAWSON

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



OFFICE USE ONLY	
APPLICATION FEE:	330.75
DATE PAID:	SEPT 06/18
PERMIT #:	18-107

SUBDIVISION/CONSOLIDATION APPLICATION

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

PROPOSED DEVELOPMENT

CIVIC ADDRESS: 32376 N. Wind. Hwy VALUE OF DEVELOPMENT: _____

EXISTING USE OF LAND / BUILDINGS: RESIDENTIAL - Commercial

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development, including the legal description (lot, block, estate, plan) of each part to be subdivided/consolidated.

Subdividing of lot in lo. 3 PARCELS - see map attached.

APPLICANT INFORMATION

APPLICANT NAME(S): Walter Hinnek / ERICH RAUGUTH 9935365H

COMPANY NAME: erauguth@gmail.com P01725 DAWSON CITY 9933038A

MAILING ADDRESS: BOX 247 POSTAL CODE: _____

EMAIL: WOHINNEK@gmail.com FAX #: _____

PHONE #: 9935228 ALTERNATE PHONE #: 8673394006

OWNER INFORMATION

OWNER NAME(S): Walter Hinnek

MAILING ADDRESS: P0 247 Dawson City POSTAL CODE: _____

EMAIL: wohinnek@gmail.com FAX #: _____

PHONE #: 9935228 ALTERNATE PHONE #: 8673394006

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

FURTHER INFORMATION

ACCESS: Does the proposed development require additional access to any public road or highway? If yes, please name the road and describe the location of the proposed access.

Not required. current access will serve all 3 lots via easement. see map attached

ERICH

8679935365 - 3038

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

SUBJECT:	Subdivision 18-026: Amendment Request	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: 1. Amendment Request Letter and Revised Drawings
DATE:	January 14, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw Subdivision Bylaw		

RECOMMENDATION

That Council approve Subdivision Application #18-026 Amendment, subject to the following additional conditions:

- 1.10 The applicant registers an easement on Lot B for the purposes of providing Lot A with access to the propane tanks.
- 1.11 The applicant registers an easement on Lot 8 Block M (East of the Transportation Building) 10 for parking spaces to be available to meet the minimum parking requirements for Lot A

ISSUE

The applicant wishes to amend subdivision approval #18-026, approved by Council on June 12, 2018 with resolution C18-19-12.

BACKGROUND

The applicant received subdivision approval on May 16, 2018 to consolidate and adjust the boundary lines of Lots 1, 2, 3, and 4, Block M, Ladue, known as Klondike Kate's Restaurant, into three separate properties. The applicant has since changed their proposal and wishes to request an amendment to their approval.

The applicant's previous application included the layout shown in Figure 1, as well as the following conditions:

- 1.1. The applicant submit a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
- 1.2. The encroaching cabins of Lot B be resolved in one of two ways: a) the cabins are moved to resolve the encroachment as shown on the registered survey to the satisfaction of the CDO OR b) an easement be registered on title legally granting Lot B the right to encroach onto Lot A.
- 1.3. The applicant provide details of FAR compliance as per a C1 zone for proposed Lots A and B to the satisfaction of the CDO.
- 1.4. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
- 1.5. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
- 1.6. A permanent road closure by-law pass third and final reading for the closure of the alley.

- 1.7. The registered plan of survey shows registered easement on title providing access to all underground utilities that cross a property line.
- 1.8. Detailed dimensions of parking stalls for Lots A and B, be submitted as per Zoning By-Law Schedule F, and a parking easement registered on title to the satisfaction of the CDO.
- 1.9. Access details for Lots A and B, be submitted as per the Municipal Act S. 314, to the satisfaction of the CDO and the Public Works Superintendent.

Conditions 1.3 and 1.6 have been resolved; the remaining conditions are still outstanding.

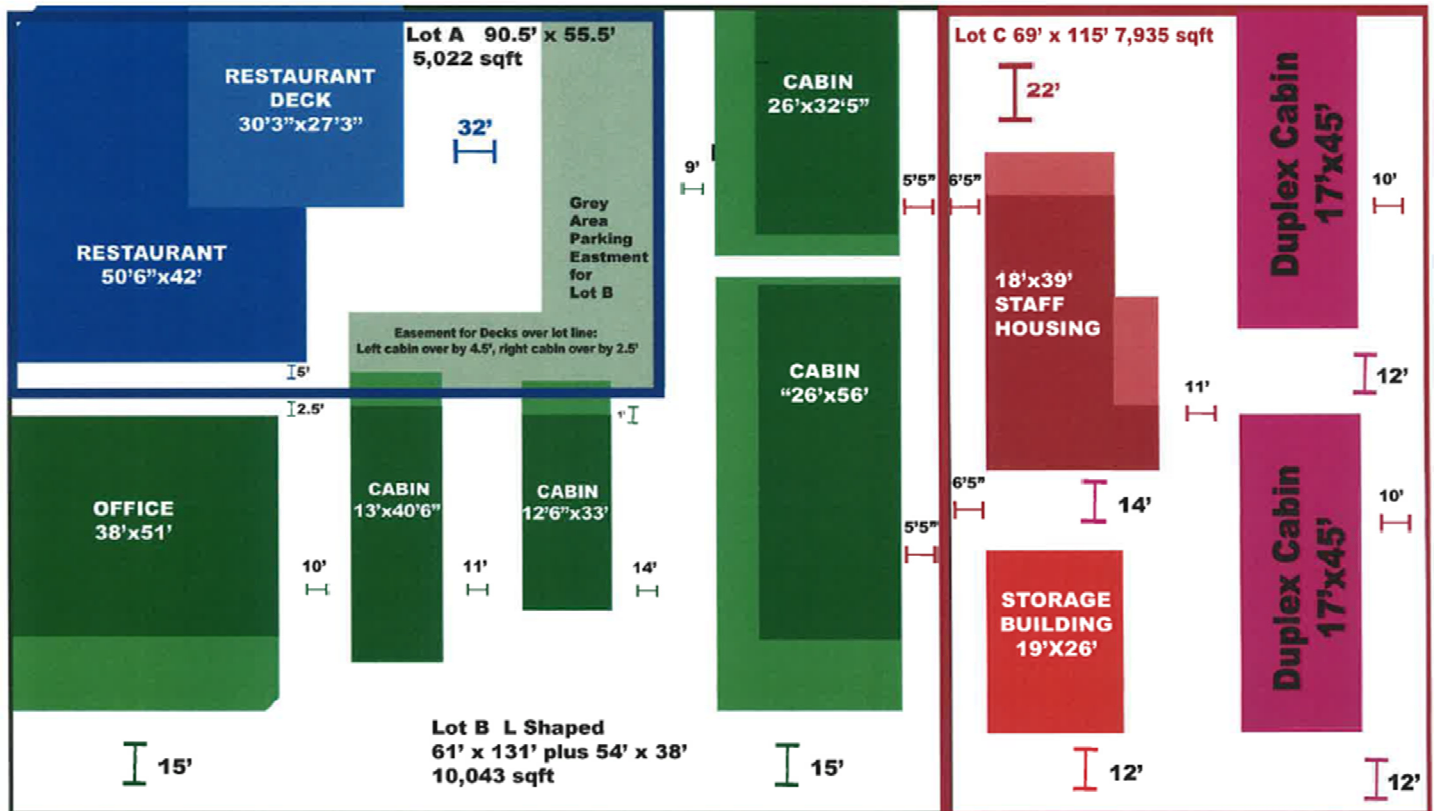


Figure 1. 18-026 Approved Subdivision Configuration

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Comments

Departments were previously consulted on this application and no concerns were raised beyond those addressed in conditions 1.1 and 1.7. This amendment does not substantially alter the conditions.

Additionally, the application was previously circulated to every property owner in a 1km radius of this property, inviting comments and questions. No direct concerns were identified during this consultation process.

Subdivision By-Law

Subdivision Control By-Law S3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The Considerations/Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.

Municipal Act

The Municipal Act S. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. It is recommended that the applicant provide details of the proposed access points in order to meet the requirements of S. 314.

S. 319 stipulates that an approval may be valid for a period of up to twelve months. If the applicant has not provided proof that the conditions of approval have been met, under the Act approval is void. The applicant can request an extension of a further twelve months, which may be granted in whole or in part, at the discretion of the approval authority. The approval currently extends to June 12, 2019. An extension to the approval date has not been requested at this time.

Official Community Plan

The proposed amendment is still compliant with the OCP. The property is currently designated as DC – Downtown Core. Uses associated with this designation include commercial buildings, mixed-use buildings, and multi-unit residential dwellings. Proposed ‘Lot A’ (restaurant) and proposed ‘Lot B’ (office and cabins) both comply with the intent of the OCP.

Zoning By-Law

The proposed amendment is still compliant with the Zoning By-Law. The property is currently zoned C1 – Downtown Core. The Zoning By-Law is intended to implement the goals of the OCP. Therefore, the purpose of the C1 zone as per the Zoning By-Law is to foster a vibrant core with a range of residential and commercial uses. A full range of permitted uses and associated provisions are contained in the Zoning By-Law, and any future development of the proposed lots must also conform with the Zoning By-Law. It should be noted that single-detached residential is not a permitted use within the Downtown Core zone.

This proposed amendment is intended to consolidate and realign the lot boundaries of Lots 1, 2, 3 and 4, Block M, Ladue Estate, into two new lots (rather than three), as follows:

Lot Description	Current Use	Proposed Size	Proposed Zoning
A	Restaurant	5,022 square feet	C1 (no change)
B	Office/Cabins	17,978 square feet	C1 (no change)

A full zoning assessment has been conducted on the subject properties in their proposed amended configurations to ensure conformity with the proposed zoning of each lot. Neither proposed Lots A nor B fully conform with the zoning regulations currently in place for a C1 zone. The proposed configuration would mean that proposed Lot B has two cabins encroaching onto Lot A by 4.5 feet and 2.5 feet respectively. The Zoning By-Law does not allow for encroachments onto neighbouring properties or rights-of-way (this is one of many reasons for including setback provisions in zoning by-laws). A subdivision could be approved conditional upon registration of an easement on title legalizing these encroachments (condition 1.2).

The remaining conditions, 1.8 and 1.9, still require attention. Parking for Lot B is sufficient and is not of issue at this time. The applicant prefers this option because they feel that there is sufficient street parking, and they would prefer to have the Lot A parking be reserved for guests of the accommodation units. This would allow each guest to be able to park in front of their cabin.

Additionally, the applicant brought to our attention a propane tank located on Lot B, which requires an easement because Lot A needs access to the propane tank for the kitchen. This has been reflected in the new conditions.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	February 7, 2019	

City of Dawson
P.O. Box 308
Dawson City YT
Y0B 1G0

14129 Yukon Inc.
(Klondike Kate's Cabins & Restaurant)
Box 417, Dawson City
Yukon Territory
Y0B 1G0

January 10, 2019

Dear City Council,

Subdivision lot & easement layout

I am requesting an amendment to subdivision approval #18-026 and I am submitting the final draft for the layout for lots A & B (Diagrams 01 and 02), which has been simplified by eliminating the 3rd Lot C and leaving that land area as part of Lot B.

Upon working with the subdivision diagrams, it became obvious that this was a better, more versatile configuration for the Klondike Kate's Accommodation Business and this also simplifies the process of subdivision, reducing the cost and allowing the subdivision to proceed in a timelier fashion.

The costs and logistics were too high for the previous subdivision plan for the 3 lots A, B & C. That previous plan had overly complex requirement to do water & sewer work for a total of 4 buildings and new foundations for 3 buildings within a limited time period, combined with the very narrow time frame for local contractors to do the work between when ground can be worked and when the businesses are closed in the early spring and late fall. This work also falls during the time of year when the local contractors are experiencing the most intense demand for their services.

This new plan gives more flexibility for when to move the other

accommodation buildings to lot B. Changes to water, sewer and plumbing are only needed for the office building on Lot B. Any building moves and water & sewer changes can be applied for and done later, after subdivision is complete.

Subdivision Parking layout

For Lot A (Restaurant), 10 parking spots are required to meet the needs of the dining room, which has tables for 80 diners.

Lot A (Restaurant) will have an easement for parking for the Accommodation Business on Lot B, as this is needed to allow accommodation guests to park in front of their cabins.

10 spots for Restaurant Parking will be created on Lot 8, Block M, which is less than 200 feet away down King Street, on the East side of the Transport Building (see Diagram 03).

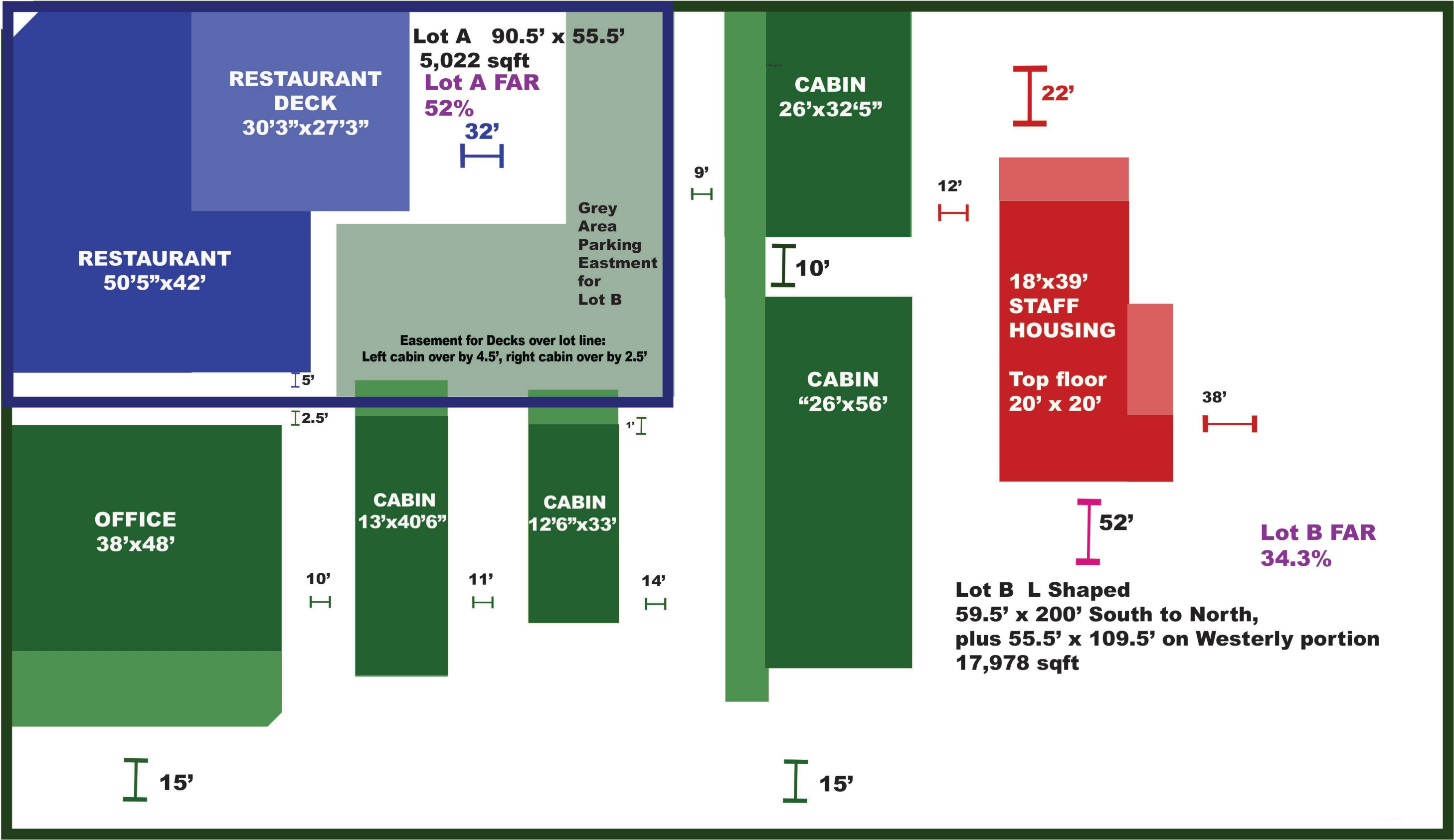
In addition, the Restaurant has an agreement for use of the loading dock on Lot B, meaning services doing deliveries do not need any parking on Lot A, as they can use the provided parking for the Office on Lot B while doing deliveries.

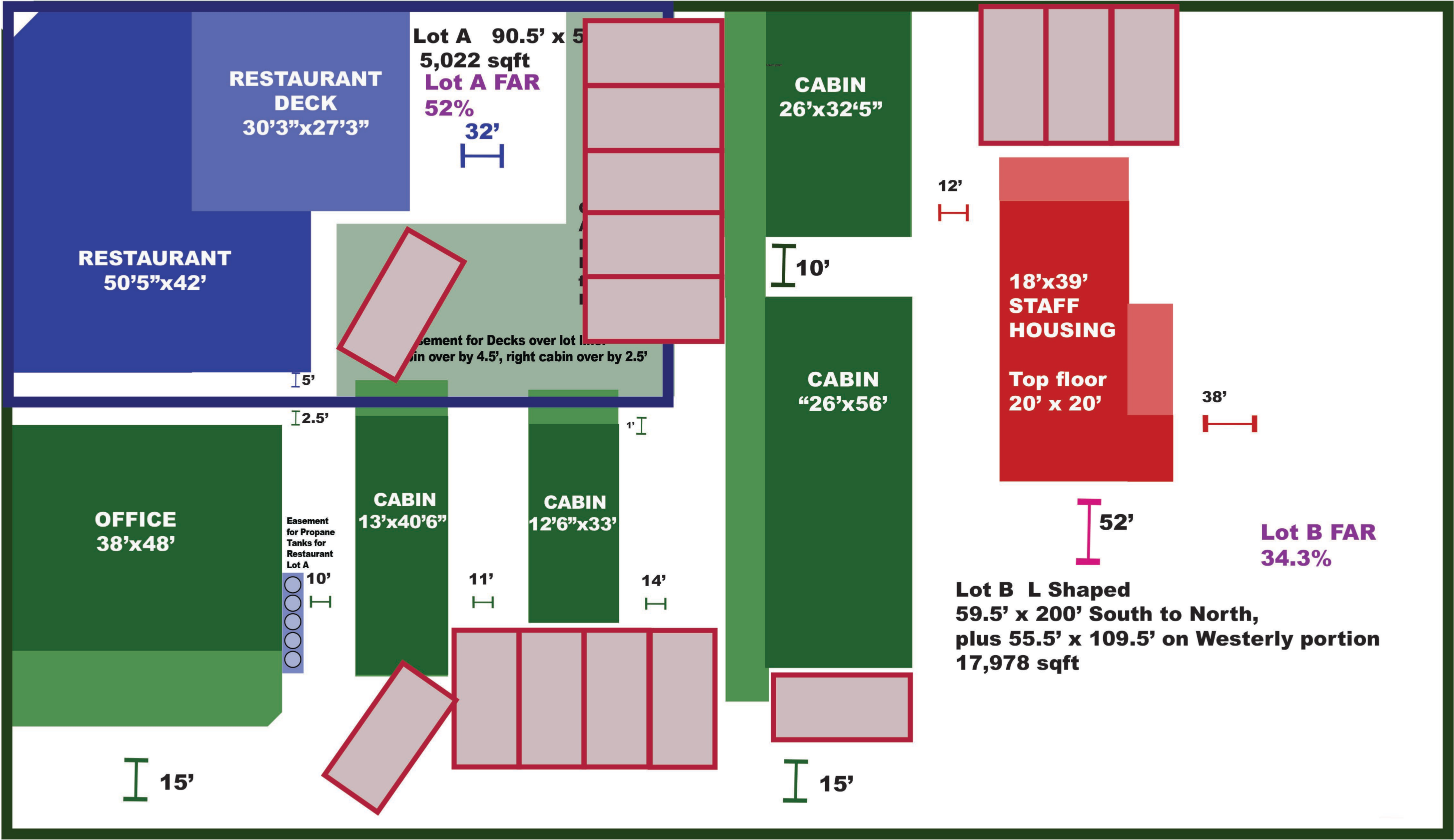
Thank you,

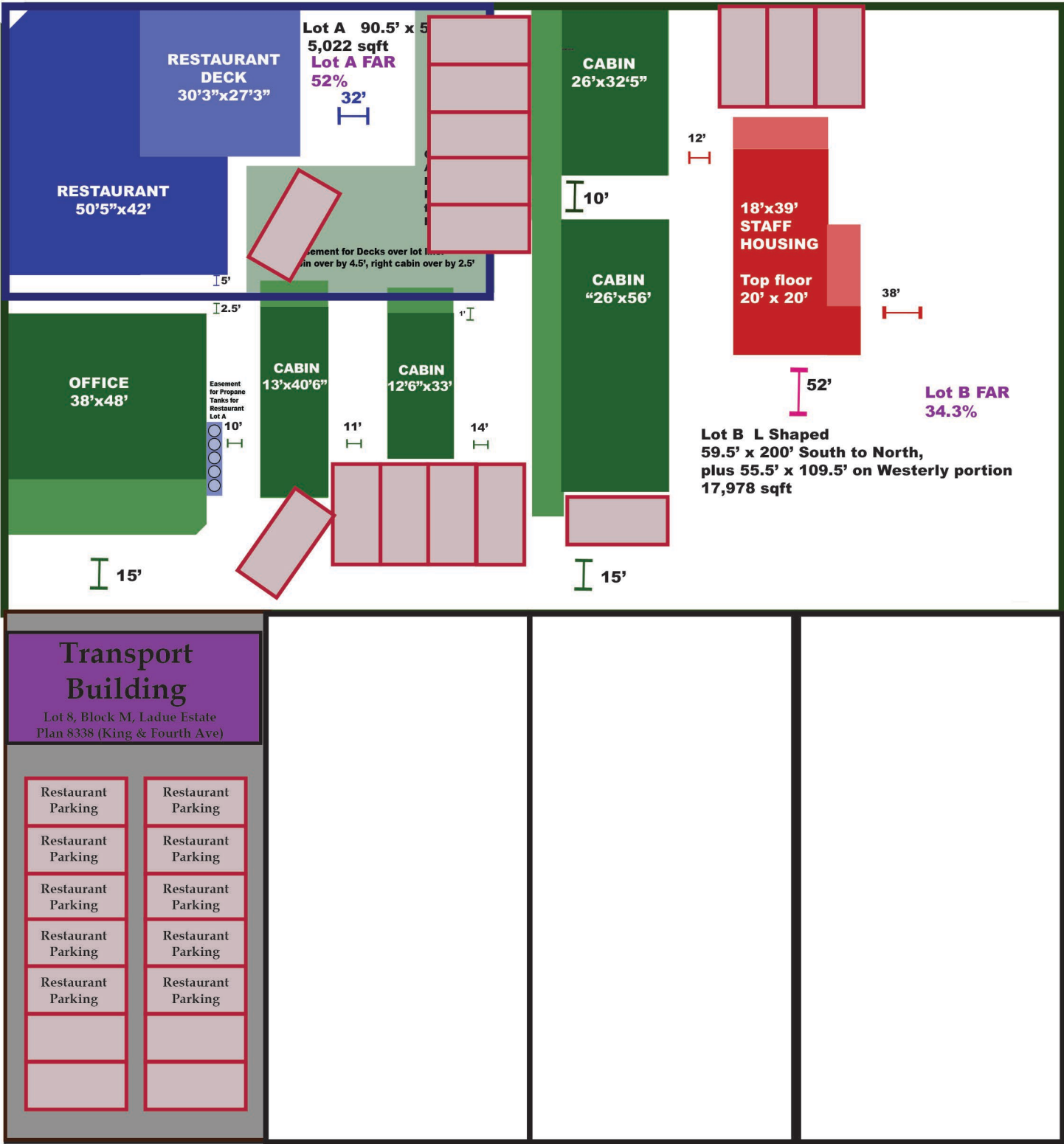
A handwritten signature in dark ink, appearing to read "Alice Thompson", with a stylized, flowing script.

Alice Thompson

(867) 993-2532







Restaurant parking within 200 feet of building

Bylaw 3.1 Except where cash-in-lieu is provided in accordance with the City of Dawson bylaws, the required off-street parking and loading spaces shall be located on the same parcel as the building they serve or on a separate lot within 150 m (492.1 ft.) of the building.



Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

SUBJECT:	Community and Recreation Grants	
PREPARED BY:	Marta Selassie, Recreation Manager	ATTACHMENTS:
DATE:	February 7, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Community Grant Policy #16-01, Recreation Grants Policy 2017-06		

RECOMMENDATION

THAT Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$7,807.96 and Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$4,257.50.

BACKGROUND SUMMARY


The City of Dawson received seven applications for funds totalling \$12,525.46. \$30,000 has been budgeted for Community Grants to be dispersed over the three intakes. The City of Dawson receives funding from Yukon Lotteries for the administration of Recreation Grants. \$18,000 of this funding each year is allocated to Level 2 Recreation Grants.

ANALYSIS / DISCUSSION

Community Grants Committee and the Recreation Board make the following recommendations to Council for approval:

Applicant	Project Name	Request	Rec Board	Comm. Grant	Recommendation
Dawson City Minor Hockey	Novice Hockey Tournament	\$1,417.50	\$1,417.50		\$1,417.50
KATTS	Winter Trails	\$3,000	\$1,500	\$1,500	\$3,000
Friends of the PG	Page to Stage	\$1,080	\$540	\$540	\$1,080
Tanya Cerovic	Baby Time	\$660	\$200		\$200
CKS	Lean-to Extension & Ed material	\$5,167.96		\$5,167.96	\$5,167.96
Percy Memorial Mail Race Assoc.	2019 Memorial Race	\$1,200	\$600	\$600	\$1,200
Totals		\$12,525.46	\$4,257.50	\$7,807.96	\$12,065.46

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	February 7, 2019	

MINUTES OF COMMITTEE OF WHOLE MEETING CW19-01 of the council of the City of Dawson called for 7:00 PM on Monday, January 21, 2019 in the City of Dawson Council Chambers.

PRESENT:	Mayor	Wayne Potoroka
	Councillor	Natasha Ayoub
	Councillor	Stephen Johnson
	Councillor	Bill Kendrick
	Councillor	Molly Shore

ALSO PRESENT:	CAO	Cory Bellmore
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Agenda Item: Call to Order

The Chair, Wayne Potoroka called the meeting to order at 7:00 p.m.

Agenda Item: Agenda

CW19-01-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for committee of the whole meeting #CW19-01 be accepted as presented. Carried 5-0

Agenda Item: Delegations and Guests

a) KATTS

History of the KATTS organization was given – all past projects
Have been working on the cross country ski trails for the last five years. All the organization energy has gone to maintaining and preserving the trails while also opening and improving them where appropriate to offer barrier free trails.

Concerned about two of the recommendations that Yukon Government varied from the decision document for resource extraction of the East Bench.

1. The buffer zone. KATTS asked for 100'. The decision document listed 50' and the decision was varied to 30' (for consideration of one small area of trail).
 2. Removal of monitoring requirement. Understand that this recommendation was varied as monitoring is already in place as a regular course of EMR operations. Felt this area may require extra diligence because of past history of the proponent.
- Question of land tenure of the trails and where that would best fit to ensure preservation.
 - Development permit application is the municipal trigger to respond to the proponent.
 - City recognizes the value and unique nature of the trails and has worked towards the protection of that area.
 - Question of the traffic safety plan, who is responsible for a plan written for a municipal road.
 - The East area is different as there isn't an agreement in place as there was for the West side.
 - Ask to see the work plan for this project and potentially have joint monitoring.
-

Agenda Item: Adoption of the Minutes

a) Committee of Whole Meeting Minutes CW18-31 of December 17, 2018

CW19-01-02 Moved by Councillor Johnson, seconded by Councillor Kendrick that the minutes of committee of the whole meeting #CW18-31 of December 17, 2018 be accepted as presented. Carried 5-0

Agenda Item: Special Meeting, Committee and Departmental Reports

a) Request for Decision RE: Deputy Mayor Appointments

CW19-01-03 Moved by Mayor Potoroka, seconded by Councillor Ayoub that committee of the whole recommends the following appointments with respect to the position of deputy mayor: Councillor Shore for the months January to March; Councillor Johnson for the months April to June; Councillor Kendrick for the months July to September; Councillor Ayoub for the months October to December. Carried 5-0

b) Request for Decision RE: Yukon Quest Vouchers

CW19-01-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole forwards the Request for Decision RE: Yukon Quest Vouchers, with a recommendation to approve. Carried 5-0

c) Request for Decision RE: Development Permit #18-108: Parks Canada Mechanical Room Demolition

CW19-01-05 Moved by Councillor Johnson, seconded by Mayor Potoroka that committee of the whole forwards to council the Request for Decision RE: Development Permit #18-108: Parks Canada Mechanical Room Demolition with a recommendation for approval with the conditions identified in 1 & 2.1 of the RFD Carried 5-0

d) Request for Decision RE: Subdivision Application #18-107: Lot 1077-1 Klondike Highway

CW19-01-06 Moved by Councillor Kendrick, seconded by Councillor Shore that committee of the whole forwards the Request for Decision RE: Subdivision Application #18-107: Lot 1077-1 Klondike Highway to council with a recommendation for approval. Carried 5-0

e) Information Report RE: North End Plan Update

CW19-01-07 Moved by Councillor Johnson, seconded by Mayor Potoroka that committee of whole acknowledges receipt of Information Report RE: North End Plan Update. Carried 5-0

Discussion –

- The Map used in the reduced scope was not the final concept map and it precludes some additional potential lots.
- The North End Plan from the start was to deal with the whole area, need to ensure that we are going beyond the work plan provided and extending in to the rest of the area at some point. When does this happen?
- The Planning work was done to inform how development should proceed in the area – asked the community what they wanted to see in the neighborhood. Should ensure we are still working in those parameters.
- No demand/desire for multi-family lots in this neighborhood, insistence to have this costed as part of the work is unknown – the desire has been to direct this type of development downtown. It is also important to note that there has been no viable multi-family development without heavy subsidy.

- Dawson desires to drive the planning and not have this re-planned in Whitehorse (and to end up being done to meet outcomes such as development costs) so that we can ensure the original vision planning for this area doesn't end up being chopped up and only pieces completed. Need to ensure we haven't shifted our focus too much on getting pipes in the ground and losing the aspect of the planning and the future of this neighborhood.
- Still need to deal with the complicated and thorny issues (both in area 1 and area 2).
- How does the reduced development area solve the viability of the neighborhood? Have we increased the sustainability there by dealing with the unsustainable situations?
- Edward Street – is the plan to design this in and is that design flexible?
- Has private development as a model been explored?
- Still some minor tweaks that can be made to produce more lots (ie: potential one 70'x100' lot that is north of Judge street can be two 50'X 70' lots)
- Is the plan to stub to every new and existing un-serviced lot?
- Was understood that early planning and upfront costs wouldn't be included in the costs that are applied to this development.

f) Request for Decision RE: CAO CAMA & FCM Attendance

CW19-01-08 Moved by Mayor Potoroka, seconded by Councillor Johnson that council approves travel for CAO Cory Bellmore to attend the 2019 annual CAMA conference & AGM and the 2019 annual FCM annual convention. Carried 5-0

Agenda Item: Bylaws and Policies

- a) Official Community Plan Bylaw #2018-18
- b) Zoning Bylaw #2018-19

Agenda Item: In camera Session

CW19-01-09 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole move into a closed session for the purposes of discussing land related matter as authorized by section 213 (3) of the Municipal Act. Carried 5-0

CW19-01-10 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 5-0

Agenda Item: Adjournment

CW19-01-11 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole meeting CW19-01 be adjourned at 9:01 p.m. with the next regular meeting being Monday, February 4, 2019. Carried 5-0

THE MINUTES OF COMMITTEE OF WHOLE MEETING CW19-01 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW19-03-02 AT COMMITTEE OF WHOLE MEETING CW19-03 OF FEBRUARY 4, 2019.

Original signed by:
Wayne Potoroka, Chair

Cory Bellmore, CAO

MINUTES OF SPECIAL COMMITTEE OF WHOLE MEETING CW19-02 of the council of the City of Dawson called for 7:30 PM on Monday, January 28, 2019 in the City of Dawson Council Chambers.

PRESENT:

Mayor	Wayne Potoroka
Councillor	Natasha Ayoub
Councillor	Stephen Johnson
Councillor	Bill Kendrick
Councillor	Molly Shore

ALSO PRESENT:

CAO	Cory Bellmore
EA	Heather Favron

Agenda Item: Call to Order

The Chair, Wayne Potoroka called the meeting to order at 7:37 p.m.

Agenda Item: Agenda

CW19-02-01 Moved by Councillor Kendrick, seconded by Councillor Shore that the agenda for committee of the whole meeting #CW19-02 be accepted as presented. Carried 5-0

Agenda Item: Bylaws and Policies

a) *Official Community Plan Bylaw #2018-18*

Committee reviewed the *Official Community Plan Bylaw #2018-18* and recommended the following amendments to council

- Correction of typographical errors
- Labelling corrections
- Page 6, Section 4.2.1, 2nd paragraph: delete "This out-migration is usually the primary cause of population decline in rural communities across Canada, as young adults tend to settle in urban centres. Motivations associated with Dawson's out-migration may vary; causes may include seeking different or more affordable housing options, career advancement opportunities, or family based services such as daycares, youth sports, and activities. The impact of losing this group of residents is the notably low number of young children in the community."
- Page 6, Section 4.2.1, 3rd paragraph: remove 3rd paragraph and replace with "Population decline is also seen from residents in their 50s. Causes for this out-migration may vary."

PAGE #	SECTION #	AMENDMENT
5	4.0, 1 st sentence	replace "are" with "is"
5	4.0, 3 rd sentence	delete "placer"
9	6.1	<ul style="list-style-type: none">▪ include periods on all bullets▪ correct throughout document
13	6.3.1	<ul style="list-style-type: none">▪ include quotes around "Dawson City Heritage Management Plan"▪ correct throughout document
15	7.2, 7 th bullet	delete "vacant lot" prior to "map"

16	8.0, 2nd sentence	add “new or” before “existing”
16	8.2, 1 st bullet	correct font
17	9.2, 2 nd bullet under “Heritage”	change “Heritage Bylaw” to “heritage bylaw”
17	9.2, 3 rd bullet under “Heritage”	<ul style="list-style-type: none"> change “Dawson Heritage Management Plan” to “Dawson City Heritage Management Plan” correct throughout document
19	10.0, 1 st sentence	add “is” after “Dawson”
20	11.0, 1st sentence	delete “through healthy systems”
23	14.2, 6 th bullet	<ul style="list-style-type: none"> split into two bullets by adding period after “tool” start new bullet after the period, delete “by”, and change “promoting” to promote
24	15.2, 1 st bullet	add “, social, and environmental” after “financial”
25	16.2, 2 nd bullet	remove “publicly”
MAPS		<ul style="list-style-type: none"> add bylaw # change the “Future Planning” designation of the waterfront, south of the Canadian Bank of Commerce National Historic Site, to “Parks and Greenspace”

Committee requested time be scheduled with the CDO to discuss the maps and clarify the designation of

- North End Planning area, and
- Waterfront area north of the Cultural Centre.

b) *Zoning Bylaw #2018-19*

Committee reviewed the *Zoning Bylaw #2018-19* and recommended the following amendments to council

Metric measurements corrected throughout document
Page 12, fence diagram – remove grade line

PAGE #	SECTION #	AMENDMENT
9	2.2, Frontage definition	Change the definition to reflect the frontage being the straight-line distance between the intersection of the midpoint (front lot line and back lot line) of the side lot lines.
26	4.1.3 & 4.1.4	change “a structure” to “any development”
		add quotes around plans

The CAO confirmed to research the committee’s question regarding Municipal Officer.

CW19-02-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of whole extend the meeting not to extend more that one hour. Carried 5-0

Agenda Item: Adjournment

CW19-02-03 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole meeting CW19-02 be adjourned at 10:17 p.m. with the next regular meeting being February 4, 2019. Carried 5-0

**THE MINUTES OF SPECIAL COMMITTEE OF WHOLE MEETING CW19-02 WERE APPROVED BY
COMMITTEE OF WHOLE RESOLUTION #CW19-03-03 AT COMMITTEE OF WHOLE MEETING
CW19-03 OF FEBRUARY 4, 2019.**

Original signed by:
Wayne Potoroka, Chair

Cory Bellmore, CAO