

HERITAGE ADVISORY COMMITTEE MEETING AGENDA

TOWN OF LUNENBURG

Thursday, November 13, 2025, at 6 pm

Council Chamber, 120 Townsend St. and Zoom Webinar



NOTICE: Heritage Advisory Committee meetings are open to the public and held in Town Hall. Please use the back entrance at 120 Townsend Street.

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

This meeting takes place in the traditional and ancestral territory of the Mi'kmaq people. We are all Treaty people.

3. APPROVAL OF AGENDA

Recommendation: That the Heritage Advisory Committee approve the agenda for the November 13, 2025, meeting as presented.

4. APPROVAL OF MINUTES

Recommendation: That the Heritage Advisory Committee approve the minutes of the August 27, 2025, meeting as presented.

5. NEW BUSINESS

5.1 Presentation - Fathom - Opera House

5.2 Staff Report and Discussion – Opera House Enclosed Elevator Addition and Accessible Entrance

5.3 Staff Report and Discussion - 66 Pelham Facade Alterations and Additions

5.4 Staff Report and Discussion - 158 Lincoln Additional Door Opening

5.5 Verbal Update from Staff – National Trust Conference

5.6 Verbal Update from Staff – 30 Years of UNESCO

6. ROUNDTABLE

7. NEXT MEETING

6.1 TBD

8. ADJOURNMENT

Subject: Opera House Enclosed Elevator Addition and Accessible Entrance

Prepared by: Laura LeGresley, Heritage Officer

Date: November 13th, 2025



Recommendations

Enclosed Elevator Addition

- That the Heritage Advisory Committee support the proposed enclosed elevator and stair addition on the east façade, as it aligns with the Heritage Conservation District Bylaw
- That the Heritage Advisory Committee not support the proposed enclosed elevator and stair addition on the east façade

Accessible Street Entrance

- That the Heritage Advisory Committee not support the proposed permanent concrete bump-out at the Opera House, as it represents a permanent and visible alteration to the historic street grid, which forms a key component of Old Town Lunenburg's Outstanding Universal Value (OUV) and UNESCO World Heritage designation and instead recommend that the applicant explore alternative design solutions that achieve accessibility objectives without altering the public right-of-way or historic street line
- That the Heritage Advisory Committee support the proposed accessible entrance provided that the bump-out into the street right of way is constructed of timber or another reversible, visually compatible material
- That the Heritage Advisory Committee support the proposed permanent concrete bump-out at the Opera House

Background

TL-C2025-036 is an application to construct an enclosed elevator and stair addition on the east side of the Lunenburg Opera House at 290 Lincoln Street. The application also proposes an accessible ramp along the existing sidewalk and a walk-around sidewalk bump-out extending into the current parking spaces, allowing pedestrian traffic to continue while providing accessible entry to the building's main entrance.

The Opera House is a Character-Defining Civic Building within the Old Town Lunenburg Heritage Conservation District, subject to Section 5.9 of the HCD By-law, which directs that such properties be managed to the highest conservation standard and in accordance with their Statement of Significance. The Statement of Significance is attached as Appendix B.

Under Policy 41 of the Town's Heritage Conservation District By-law, the Heritage Officer may refer any proposal requiring a Certificate of Appropriateness to the Heritage Advisory Committee for comment.

Discussion

Enclosed Elevator Addition

The proposed enclosed elevator and stair addition on the east façade will alter the building's overall form, a defined Character-Defining Element, and will affect four existing openings: two likely original wooden sash windows, two non-original skylights, and one non-original service door. As this is a secondary façade with limited visibility from the public realm, the degree of intervention is considered acceptable given the need to accommodate universal accessibility and building code compliance.

In accordance with the provisions of the HCD By-law for *Locally Significant Character-Defining Civic Structures*, the addition meets the intent of being subordinate to the main building. It is stepped back from the primary façade, smaller in massing, and lower in height, terminating below the gable peak of the original roofline. The addition will be distinguishable yet compatible, incorporating a flat roof for utility purposes. While flat roofs are not permitted for civic buildings, they are permitted for commercial structures, and given the building's location within a commercial area and existing examples of civic buildings with similar roof forms, the proposed roof type may be considered appropriate if Council deems it consistent with the by-law's intent.

Exterior materials will be visually compatible with the existing structure. The proposed cladding and trim will replicate the style, cornerboard detailing, and colour palette of the main building, though constructed of non-combustible, fire-resistant materials rather than wood to meet current safety standards. This approach aligns with the by-law guideline that *"additions shall use the same exterior cladding material(s) as the existing building and pay homage to the building's character-defining architectural elements."*

Staff request that the Heritage Advisory Committee provide feedback on whether the proposed elevator and stair addition satisfies the intent of the Heritage Conservation District By-law for Locally Significant Character-Defining Civic Buildings, and whether the design appropriately balances the conservation of identified heritage features with the operational and accessibility needs of the Lunenburg Opera House.

Accessible Street Entrance

The proposed work does not directly affect the building's identified Character-Defining Elements. The primary consideration in this case is the broader impact on the heritage character of the streetscape, particularly in light of Old Town Lunenburg's UNESCO World Heritage Site and National Historic Site designations. These designations emphasize the integrity of the historic rectilinear street grid, defined by consistent street lines, widths, and setbacks that contribute to the town's sense of order and legibility. Alterations that introduce irregularities or encroachments may affect these defining spatial relationships, which form part of the Outstanding Universal Value recognized by UNESCO.

The original concept for a reversible wooden ramp and deck was consistent with best practices under the *Standards and Guidelines for the Conservation of Historic Places in Canada*, which advise that new additions should be designed so that, *"if removed in the future, the essential form and integrity of the historic place would be unimpaired."* A timber deck structure presents a visually lighter, less permanent intervention, clearly distinguishable as a contemporary addition while maintaining reversibility and minimizing impact on the historic street edge.

By contrast, a permanent concrete bump-out would represent a more significant and enduring alteration to the historic street form. While this may improve accessibility and pedestrian safety, it introduces potential implications for the continuity of the street line and parking layout, and could set a

precedent for similar interventions elsewhere in the Heritage Conservation District. Such outcomes warrant careful consideration relative to the conservation of the town's intact street grid and visual coherence.

Staff request that the Heritage Advisory Committee provide feedback on whether the proposed permanent concrete bump-out aligns with the intent of the Old Town Lunenburg Heritage Conservation District By-law and the guiding principles of the UNESCO World Heritage designation, particularly regarding preservation of the historic street grid, sightlines, and spatial order.

Strategic Plan Relevance

Heritage: *Preserve the valuable heritage resources of Lunenburg while embracing an ongoing landscape evolution.*

Relevant Legislation

Old Town Lunenburg Heritage Conservation District Plan and Bylaw - Alteration Guidelines for Locally Significant Civic Character Defining Structures

Nova Scotia Heritage Property Act

Attachments

Appendix A – Application Package

Appendix B – 290 Lincoln Street Statement of Significance

Appendix C - Statement of Outstanding Universal Value, Old Town Lunenburg

Appendix D – National Historic Site Statement of Significance, Old Town Lunenburg







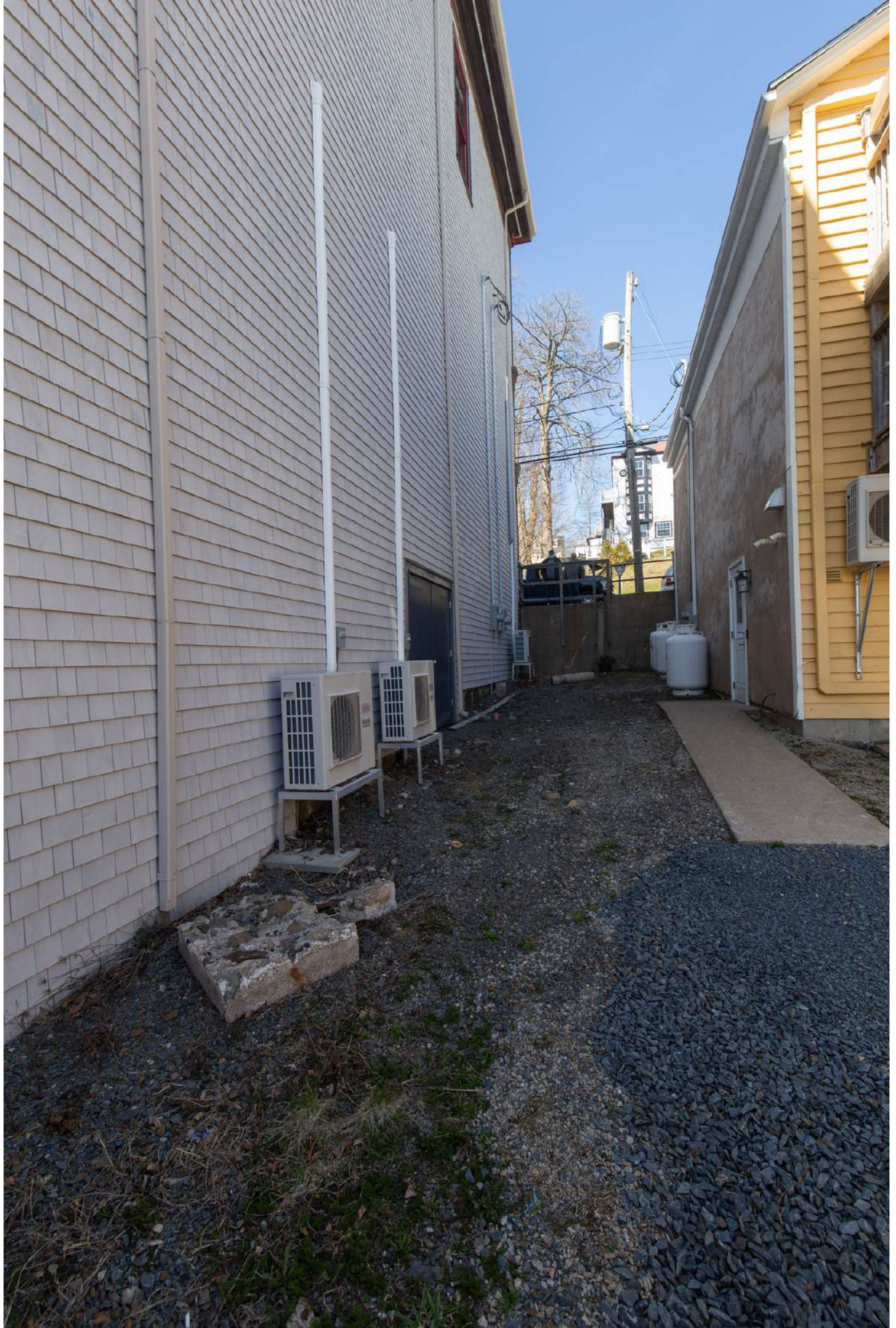
















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Lunenburg Opera House

Planning & Heritage Applications
Background Report

November 2025

Prepared for

Tom McFall, Chair
Lunenburg Opera House

Lunenburg Folk Harbour Society

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1.0 Overview

1.1 — Background

This report accompanies the application for Development Permit and a Certificate of Appropriateness for the Lunenburg Opera House (LOH) as part of the project to revitalize and secure the building as a civic arts facility for years to come.

It introduces the intent, scope, and rationale behind the proposal to undertake a major renovation to the LOH, and explains how the project supports the interests of the Town of Lunenburg (the Town) and the people who live there, especially as they relate to heritage and universal accessibility.

The LOH is a landmark in the cultural landscape of the Town of Lunenburg. With a storied history as a performing arts venue, the building brings communities together, and is an important living piece of the town's built history and its active arts community. Today the LOH is in a state of lively but partial use, with the current owner, the Lunenburg Folk Harbour Society (LFHS), hosting about 50 events per year in its Main Hall.

However, the building needs urgent and extensive updates to meet current building codes for life safety, comfort, and accessibility. Due to these issues, **the building operates at half its capacity and is in danger of being completely closed at any time by the fire marshal.**

The LOH revitalization project aims to extend the building's lifetime as a historic community arts facility into the future, both by addressing issues with the building's condition and safety, and by expanding programming into the entire building.

The project envisions universal access for all visitors, life safety upgrades, and long-term economic sustainability to the building and the public-oriented arts institutions that call it home.



The Lunenburg Opera House's West-facing sign.
Credit: Fathom Studio

Project objectives: vision at a glance

- Stabilize the LOH from further deterioration and address critical life safety issues.
- Provide universal access to the building, its stories, and the arts programming it hosts by designing for accessibility upgrades.
- Improve economic sustainability as a nonprofit cultural facility by expanding programming and capacity (i.e. expanding to new parts of the building, for more days per year, for more different groups & event types).
- Conserve the building's heritage, therefore enhancing the UNESCO status of the town.
- Draw more people to the building on more days per year, in order to:
 - Magnify its heritage communication potential
 - Draw new visitors to the town, at new times of the year (not just in summer), for longer
 - Grow capacity for the arts community in Lunenburg and the surrounding area
 - Enhance Lunenburg as a complete community for all, and as a place for residents to enjoy

BRINGING A UNIQUE CIVIC STRUCTURE TO BASIC MINIMUM STANDARDS FOR A PUBLIC BUILDING

The Lunenburg Opera House project aims to secure the building's future as a public arts amenity in Old Town indefinitely. One of the primary needs is to make the building fully barrier-free and accessible to all, which is required by building codes.

Credit: Fathom Studio



Proposed project summary

The project proposes interior work to provide minimum code-mandated emergency exits, washrooms, barrier-free access, and structural upgrading to re-introduce occupants to the historic Oddfellows Hall upstairs, to the previously-occupied basement level, and to the beautiful timber-framed attic. This work is outside the scope of this application for development permit and heritage certificate of appropriateness.

The project also proposes exterior work that is critical for making the building functional and conserving its use. This includes an enclosed elevator and stair addition as well as reversible, limited work within the right-of-way. Together, this work will permit the bare minimum scenario for emergency exits and barrier-free access to the building, which are required to meet building codes and regulations.



A recent image of the unfinished upper hall, proposed to become a fully accessible and safe gathering space for all.

Credit: Fathom Studio

Building code and life safety risk

The LOH is only one-third occupied today due to an order by the fire marshal that identifies some of the building's major issues: it has only one staircase, no sprinkler system, inadequate washrooms, and no accessible routes throughout. This order may be expanded to the entire building at any time.

Urgent work is required to address these critical life safety and building code issues, or the building's occupancy permit is at risk. If the building is closed, the owners will be forced to sell.

Addressing these issues will bring close scrutiny of the building's safety, and will trigger a holistic examination of its code compliance. We assume building officials and the fire marshal will expect the project to address grandfathered and other existing non-compliant elements. The project must address the entire spectrum of code compliance in the revitalization project.

Barrier-free design

Barrier-free design is required by the National Building Code and the Nova Scotia Building Code regulations. Although some allowances are made for existing buildings, all renovations are expected to improve barrier-free access over the status quo. The proposed project at the LOH will be similarly be expected to meet the minimum standards for accessibility laid out in the code.

Beyond meeting code minimums, accessible design has been established as a pillar of human rights in Nova Scotia, and as a goal for the Province and for Lunenburg specifically. The Nova Scotia Accessibility Act explicitly establishes full accessibility as a goal for 2030, with the Nova Scotia Standard for



Rendering of an expanded and barrier-free entrance lobby, with barrier-free ticketing, merchandise space, and seating.

Credit: Fathom Studio



Rendering of the attic after renovation, which will provide badly needed administrative space and provide rentable studio & office space for arts organizations and others.

Credit: Fathom Studio

the Built Environment establishing parameters and methods for meeting this goal. Meanwhile, the Lunenburg County Accessibility Plan establishes improvements to accessibility in municipal buildings and built environments as a main priority, and Project Lunenburg establishes inclusion as its first guiding principle.

Building capacity

The LOH is partially occupied today. Only the main hall and balcony are currently in use, in part because of the restrictions against occupying its historic Oddfellows Hall upstairs, and against the basement level which was consistently occupied until around 2007. The timber-framed attic level is also currently unsuitable for occupancy but is proposed to be used as critical administrative space. Re-occupying these spaces will increase the building's capacity from around 350 today, to between 400 and 500 visitors.

In addition to increasing the number of visitors, the re-occupation of the Opera House will build organizational capacity for the arts nonprofits that call it home. With a wider diversity of performance and gathering spaces—from the huge main hall, to the wide open 100-person Oddfellows Hall, to the intimate new 50-person cellar lounge—the LOH can host a broader variety of events and groups, enhancing its appeal as a venue and its economic resilience in the long term. Upgraded facilities, technology, and modern accessibility features create further appeal for novel groups to host their events in Lunenburg. This includes accommodating for performers and audiences in theatre, dance, opera, comedy, and other arts, while providing event space for large gatherings such as conferences, day camps, or weddings.

Today the LOH lacks adequate heating, cooling, ventilation, and insulation to operate year-round, limiting its current event schedule to about 50 days per year in the summer and shoulder seasons. With the adequate environmental systems and the additional appeal to new groups provided by the revitalization, the LFHS projects at least 150 use-days per year, further building the capacity of the LOH and the arts organizations that call it home.

Heritage conservation & UNESCO

Lunenburg's built heritage is at the core of its identity, and appropriate heritage conservation is a critical part of the LOH project. As one of few character-defining civic structures and the only purpose-built performance venue, the LOH stands out as needing special attention.

Parks Canada, in conjunction with the Royal Architectural Institute of Canada, acknowledge that successful accessibility adaptations to historic places strike a balance between project objectives, such as barrier-free access, with conservation. This balance comes from analysis of design options and best efforts to adhere to the Standards and Guidelines for the Conservation of Historic Places in Canada. For this project, the owners and design team have spent over five years examining all possible options to meet project objectives while conserving the historic place, in order to strike the ideal balance that will help the LOH thrive in the short and long term.

Maintaining the LOH as an historic place requires that it can operate and be accessible to everyone. The Standards and Guidelines are specific that "the solutions that best balance accessibility needs with heritage value are those that enhance the use and appreciation of an historic place for everyone" (42).



Detail views of some of the Opera House's metal ceilings.



Details of some existing hardware in the Opera House.



The Opera House's stage and original hand-painted backdrop visible without seating in the main hall.

Credit: Tom McFall

Effect on economy and community

Building the capacity of the LOH and diversifying its offerings means opportunities for new and different visitors will be willing to visit Lunenburg for longer stays, more often. Bringing more local and visiting patrons to the area is a well-supported strategy for increasing local economic activity. As part of a wider strategy to position Lunenburg as a destination for the arts and for events, the project has tremendous potential. The most recent study of the impact of a revitalized LOH indicated a \$1.8m increase in annual spending in Lunenburg in the summertime alone (adjusted for inflation). During construction, the project will provide further millions to be spent in and around Lunenburg for the duration of construction, with a construction budget between \$10m and \$15m.

Old Town Lunenburg is a living, working UNESCO heritage town—and improving its resilience as a place to live, work, and play is critical to maintaining its continued life. Bringing people to Lincoln Street who live within the town, nearby, or far away is one way to support this resiliency and vibrancy.

1.2 — Accessibility challenges today

Main entrance is not accessible

The main entrance to the Lunenburg Opera House has two steps to get into the front door, with no landing and no handrail to grasp. This presents a safety hazard, and for anyone with limited mobility, creates an undignified challenge and a significant barrier to access. This circumstance is not acceptable under any of the applicable building codes or under today's best practices for public buildings.

There are no viable opportunities for other entrances to the Lunenburg Opera House: there are no back doors or secondary entrances that might suitably accommodate someone with mobility challenges.

Building has no front yard

Like most buildings in Old Town, the LOH has no front yard, with a nearly zero-setback condition at the street. This is in contrast to all other civic character-defining structures in Old Town, which possess meaningful front yards in which accessibility improvements can be made.

Crowds, loading, and Lincoln Street

The Opera House accommodates about 350 spectator today. When an event is underway, these people congregate, queue, and enter through the front doors and the building's tiny lobby. Overflow trickles down the street and reaches toward King Street. People who arrive by cars or taxis are dropped in the middle of Lincoln Street, and then weave through any parked vehicles to get to the front door.



Image credits: Fathom Studio



1. Two steps up with no landing are a hazard for most, and a serious barrier for many.
2. No space between the building face and the edge of the property line to construct new ramp or landing.
3. Area that might be used for drop-offs, pickups, etc. is currently occupied by parking spaces.



When someone arrives who cannot climb stairs, the scene is paused to deploy a steep portable ramp while this crowd looks on.

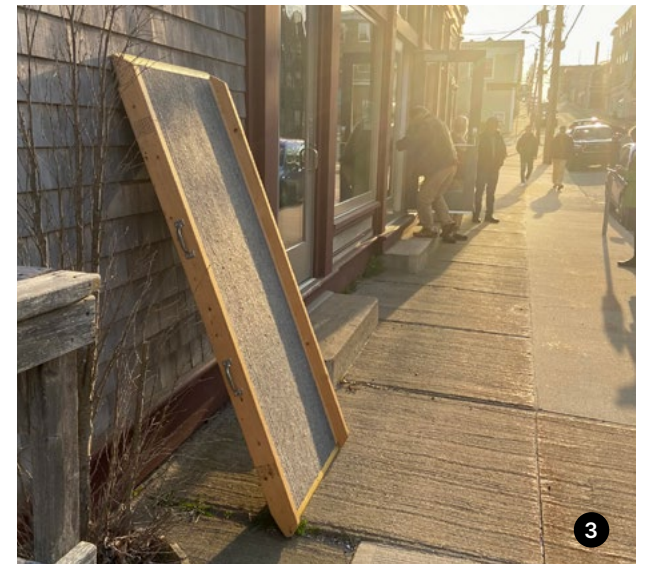
At the end of the event, the building empties all at once into the same space, and the process takes place in reverse.

We anticipate this scenario becoming more congested as the capacity of the Opera House increases from 350 today to approximately 500 when the project is complete.

Image credits: Tom McFall & Fathom Studio



1. Typical arrival at the Opera House by car or taxi.
2. With capacity for over 300 people, the sidewalk, street, and spaces between parked cars in front of the building become crowded.
3. For wheelchair users, a portable wooden ramp is deployed, and is undignified and dangerous.

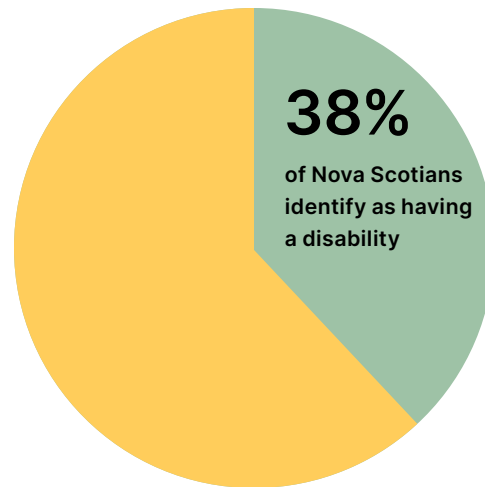


1.3 — Accessibility, age, and disability

Nova Scotia has the highest rate of disability in Canada.

38% of Nova Scotians identify as having one or more disabilities.

(Adapted from Canadian Survey on Disability 2022)



Accessibility is a protected human right

At its heart, providing for accessibility is an issue of human rights. It is about ensuring everyone is included in all aspects of everyday life, regardless of age, mobility, gender, and ability.

Not all disabilities are visible. The person who requires the use of a ramp, for example, may not use a wheelchair, and the person with a significant visual impairment may not use a white cane. Providing for disabilities is about accessibility for everyone.

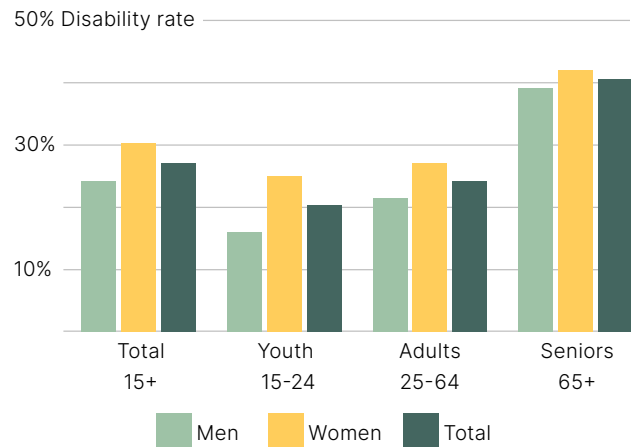
Accessibility is recognized as a human right in Nova Scotia in the Accessibility Act (2017). Building codes, regulations, and standards in Nova Scotia specify how accessibility is defined and how it can be provided in our built environment. This includes the Nova Scotia Built Environment Accessibility Standard, which will require organizations prevent or remove barriers to accessibility as of April 1, 2026.

With the highest reported rate of disability in Canada, Nova Scotians are in need of diligent attention to issues of accessibility by those who engage in projects in the built environment.

Disability rates increase with age.

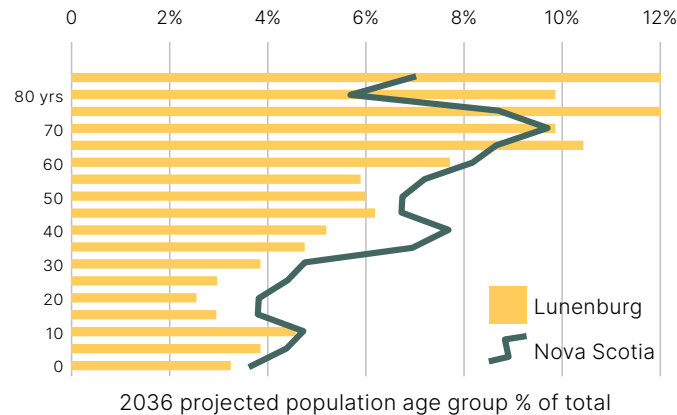
Older adults experience higher rates of disability than any other population group.

(Adapted from StatsCan New Data on Disability in Canada, 2022)



Lunenburg’s older population groups are projected to grow more than 20% in the next 10 years—faster than the rest of the province.

(Adapted from Lunenburg Community Profile, 2019.)



Age and disability

People’s rates of disability across Canada tend to increase with age. Although aging does not guarantee that every individual will experience disability, Statistics Canada data show that older people generally experience higher rates of disability due to normal processes related to getting older.

We owe it to the older adults in our families and communities—and to our future selves—provide safe, dignified access to the institutions and activities that enable culturally rich, socially connected, and active lives. It is the responsibility of those in charge of projects in the built environment to enact these goals

Aging Lunenburg

Lunenburg is aging at a faster rate than the rest of Nova Scotia, and is already home to more older adults than the rest of the province. In the next 10 years, Lunenburg’s population groups over 65 years of age are projected to grow more than 20%, which is higher than in Nova Scotia on average.

As older adults have a higher likelihood of facing mobility challenges and other disabilities, a commitment to providing barrier-free design is even more urgently critical in Lunenburg than in the province more widely.

2.0 Proposal

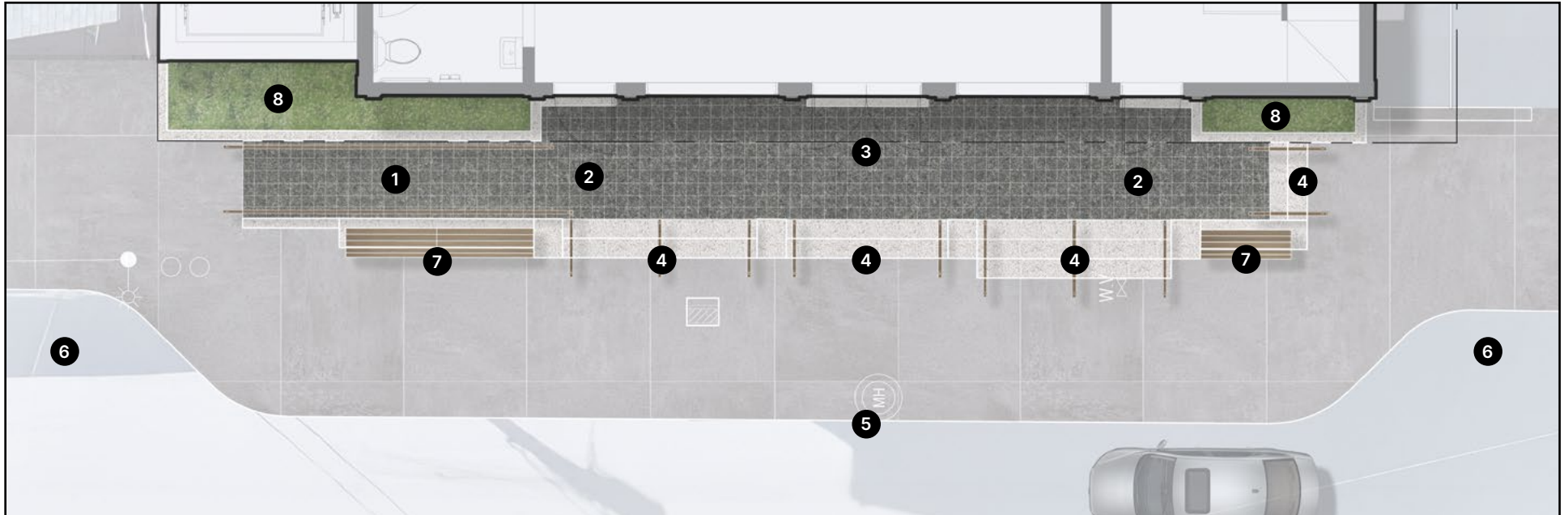


**A FULLY BARRIER-FREE
CIVIC BUILDING FOR
LUNENBURG**

With a new stair and elevator tower (shown here at left) and with a new reversible accessibility plaza out front, the revitalized LOH will be fully accessible for all.

Rendering credit:
Fathom Studio

2.1 — New front entry



1. New ramp designed to CSA B651-23
2. Barrier-free turnaround areas designed to CSA B651-23
3. Granite paver-finished crush space to accommodate crowds
4. Granite stairs with wood or metal handrails designed to CSA B651-23
5. 1.8m sidewalk extension (5.5m new clear street width)
6. Dropoff areas for people arriving by passenger vehicle
7. Wood bench seating
8. Planting to be maintained by building owner

Accessibility plaza

To address the issues with the building's main entrance, we propose installing a sidewalk bump-out on Lincoln Street to create a beautiful, high-quality ramp and stair plaza that improves accessibility, enhances public safety, and protects the historic character of the LOH. This intervention would absorb three street parking stalls and reconfigure the sidewalk into a more generous, dignified entry plaza within the building's frontage, and would improve vehicle drop-off and pickup procedures.

The ramp and stairs are designed to meet Rick Hansen accessibility standards and CSA B651.23: the

ramp has a safe, gentle slope, and the plaza would sit level with the front doors—eliminating the need for steps and supporting universal access. It also introduces crucial “crush space” for patrons entering and exiting the building. The current condition, where over 300 people spill onto a narrow five-foot sidewalk, is not only uncomfortable but hazardous. This solution also creates opportunities for seating, planters, signage, and a dedicated pickup/drop-off zone, improving the building's relationship with the public realm.

We propose building the accessibility plaza to be fully reversible in keeping with the Standards and Guidelines for the Conservation of Historic Places in

Canada. No original historic fabric is removed, and the intervention clearly reads as a contemporary addition while respecting the building's character and that of the street.

We propose the new accessible plaza to be finished with stone that recalls the salt-and-pepper granite foundations found in Lunenburg. Note that sidewalks and street materials in Lunenburg have changed throughout history, as evidenced in archival photographs of Lincoln Street and elsewhere.

The proposed construction will re-align stormwater infrastructure in accordance with best practices for civil engineering and site design. It is designed to leave acceptable free passage of vehicles, snow clearing machines, and people.

Our studies of alternate entry points have concluded that this front-entry solution is the only one that conserves the building's built form, avoids compromising the potential for an interior elevator and stair, and aligns with best practices for accessible and inclusive design.



LUNENBURG'S STREETS

Lunenburg's characteristic streets contribute to its outstanding universal value and UNESCO status, but they have not always been used for motor vehicles and have not always been made of the same materials.

Image above of Lincoln Street, 1900. Image credit: Nova Scotia Archives



LOH FRONT ENTRANCE TODAY.

An opportunity for making equity improvements.



RICK HANSEN

Canadian paralympian and advocate for disability rights. The Rick Hansen Foundation is named for Mr. Hansen.

**Rick Hansen Certification:
The gold standard for barrier-free design**

This project is pursuing certification by the Rick Hansen Foundation (RHF). This tremendous undertaking signifies a deep commitment to equality and inclusive design. Founded after Canadian paralympic wheelchair racer Rick Hansen's epic spinal cord injury fundraising drive, the RHF aims to break down physical barriers in the built environment.

RHF certification means a building exceeds the accessibility minimums required by building code and the Canadian Standards Association, which often do not go far enough to create comfortable, equitable physical access.

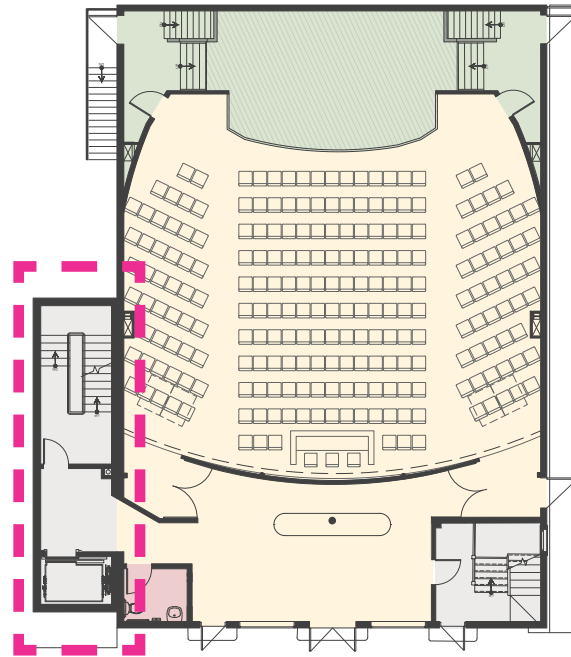
This project will permit the LOH owners to seek Rick Hansen Certification, and opens avenues for capital funding that are otherwise unavailable. For a heritage building like the Opera House, this means more than meeting standards—it's about ensuring that everyone in the community can share in its history and enjoy its performances without barriers.

2.2 — New stairs & elevator



CODE & COMPATIBILITY

By using compatible materials and minimal possible massing, the addition can strike the appropriate balance between heritage conservation and required intervention.



GROUND FLOOR PLAN

Floor plan of the ground floor and main hall, with new stair & elevator outlined.

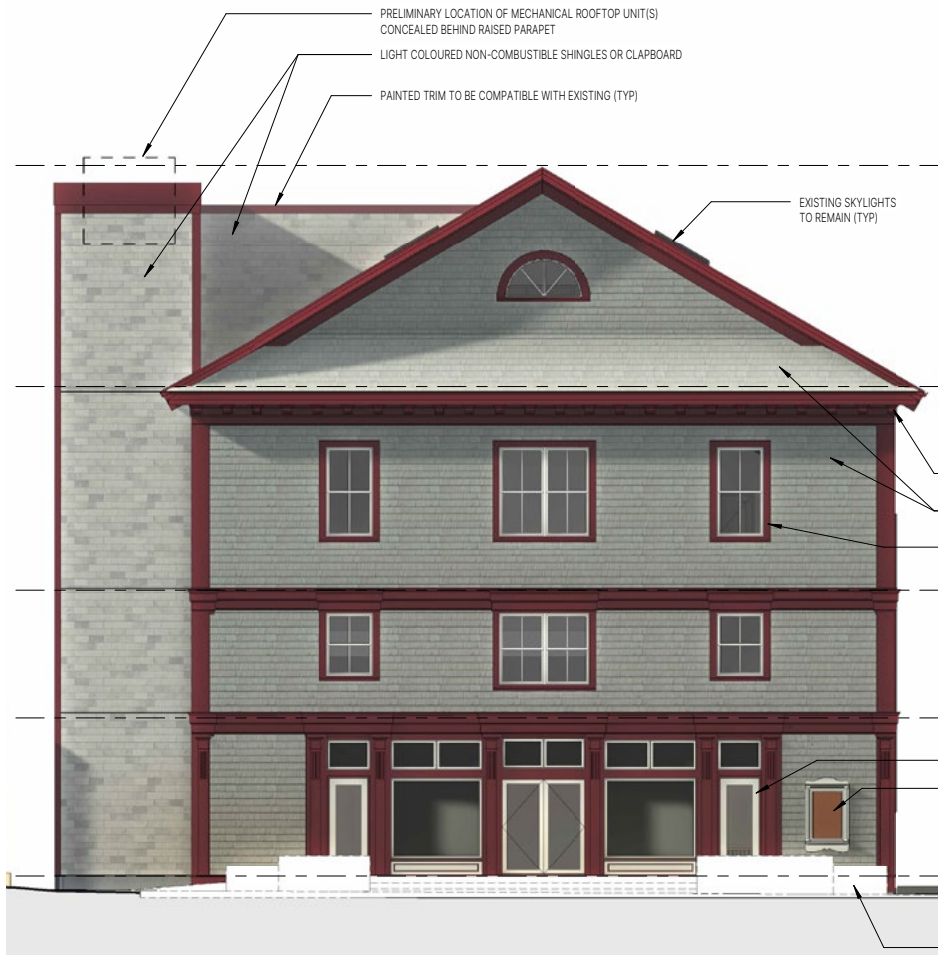
Numerous alternatives were explored by the design team that do not meet code or that severely compromise the building's internal functions.

Appropriate balance: Code & compatibility

To achieve a safe, inclusive, and vibrant LOH, the addition of an elevator and second exit stair is essential. These upgrades are required to meet building code standards for life safety and accessibility, and to ensure that all visitors, performers, and staff can move freely and safely throughout the building.

We have explored numerous configurations and alternatives, and found the proposed solution to be the smallest possible impact on the building's function and the most favourable balance of compatibility. It consolidates the elevator and stair to a single location, minimizing interventions to the historic fabric while providing this critical upgrade.

The addition has been carefully designed in accordance with best practices in the Standards and Guidelines for the Conservation of Historic Places in Canada, which require new elements to be compatible, distinct, subordinate, and reversible. The addition steps back from the front façade, conserving the character-defining corner pilasters and cornice line. It remains below the building's ridge height, allowing the historic roofline to remain dominant. It is located to conserve the most possible original window openings, and introduces the fewest possible new openings. Lastly, it is designed to be structurally distinct from the LOH's exterior walls, making it reversible in the future with the least possible impact.

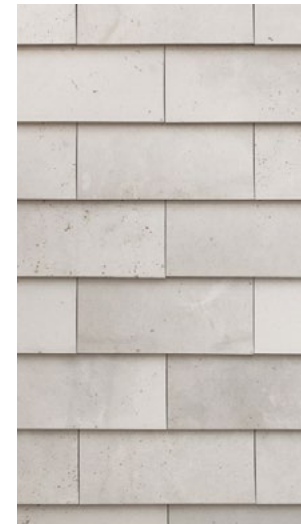


NORTH ELEVATION

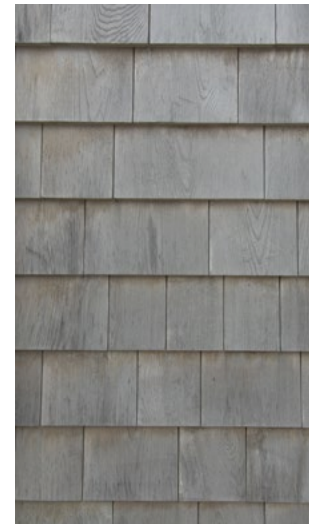
The addition is carefully designed in accordance with the Standards and Guidelines for the Conservation of Historic Places in Canada, using compatible materials, designing for reversibility, and remaining shorter than the building's ridgeline.

See attached elevations for more details.

While code requirements for fire safety rule out wood as an exterior cladding, a thoughtful choice of non-combustible cladding will ensure visual harmony with the LOH's wood shingles. The project proposes cladding the addition with shingles or clapboards made of ceramic or fibre-cement materials that satisfy building code requirements. This carefully considered choice ensures that the building remains both historically respectful and fully code compliant.



Detail of a ceramic tile shingle facade that satisfies code requirements for fire safety.



Detail of the Opera House's wood shingles as they appeared in 2023. Fire safety does not allow installing new wood shingles.

2.3 — A unique use in Lunenburg

Peerless building, common issue

Reaching accessibility goals while meeting heritage requirements will require careful intervention all over Old Town Lunenburg. The LOH is not the only building in facing the challenge of providing barrier-free access to a main entry.

However, the LOH is unique in its use and function, and therefore deserves careful consideration. It is one of very few character-defining civic structures in Old Town, and is one of only 3 that lie outside of the civic area. It is the singular non-religious building designed for large gatherings, and is the only building designed for viewing the performing arts. This use as a “social and cultural hub” is specifically identified and protected in the Old Town Lunenburg Heritage Conservation District Plan and By-law (p. 80).

The LOH has been a civic building for almost all of its history, and this story as a public gathering place can be magnified by continuing this use. But maintaining this protected use requires that the LOH meets the code minimums and barrier-free access identified in this document. These interventions will help Lunenburg tell this story of the old Oddfellows Hall, the Capitol Theatre, and the other lives it has lived.



The new cellar lounge, a small venue under the curved beams of the Main Hall, re-occupies the historically used basement. It features performance space as well as critical concessions and washroom functions.

Rendering credit: Fathom Studio

Unique capacity

The LOH's vitality and potential is clearly visible during events, when over 350 people flood Lincoln Street while entering and exiting the building within brief time frames (see above). Recalling that the building is currently operating today at a reduced capacity and on only 50 days per year, this number will increase substantially when a revitalization project takes place. There are very few buildings in Lunenburg designed to host such large volumes of people.

The LOH is definitively unique in Old Town, and challenges related to access and equity gain an accordingly unique importance. It cannot be compared to the private residences, retail shops, or other small business that make up Old Town.



The main hall will be fitted to maintain and magnify its current function as a gathering and performance space for 350+ people, featuring music, dance, film, and other media.

Credit: Fathom Studio

Cementing the future of the Opera House's civic identity

The owners of the LOH are open to pursuing cooperative solutions that may formalize and insure the building's use, further enshrining its importance as a civic structure. This could mitigate future risk that the LOH becomes appealing to private developers, or that other Old Town property owners claim precedent in any allowances and variances provided to the Opera House.

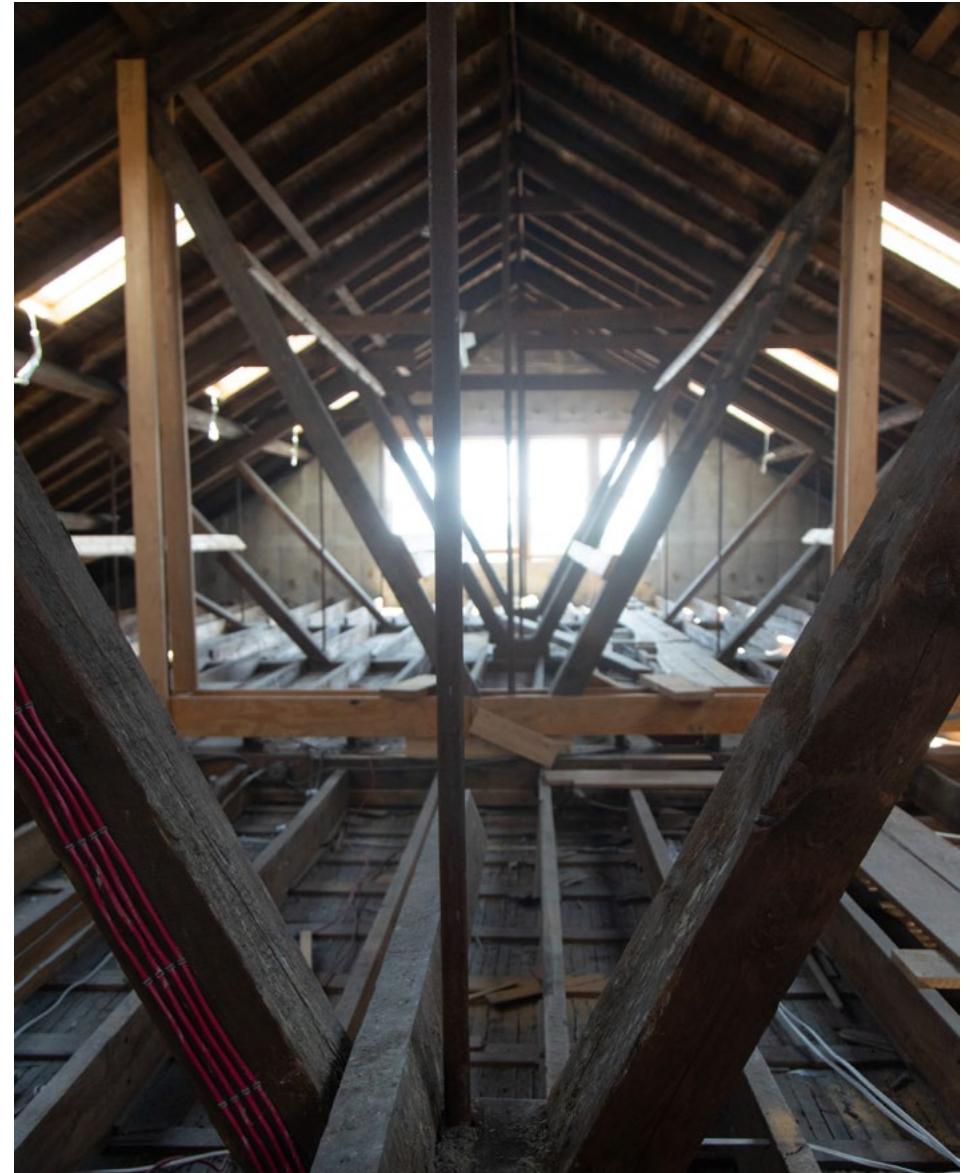
Some ways to strengthen the LOH's civic use include:

- **Conservation easement**

Conservation easements are often used by the Heritage Trust of Ontario to ensure perpetual conservation of a building's use or built features. The easement is established in favour of the public, and like other easements, is tied to the title of the property. It does not transfer ownership, but ensures the heritage property is conserved as defined in the language of the easement. A conservation easement could cement the uniqueness of the LOH as a civic building in perpetuity, writing its use as an arts building into the title and legally distinguishing it from other private properties.

- **Spot zoning**

Rezoning 290 Lincoln Street to distinguish it from other private properties may achieve legally-defined uniqueness that may mitigate claims of precedent from other property owners. Spot zoning this one parcel could also protect the property from undesirable future development or transformation into apartments or other uses, further reinforcing the property's use as a civic building.



The attic of the LOH today.

Credit: Fathom Studio

2.4 — Frequently asked questions

The LOH’s owners and design team have spent years and significant resources considering alternatives to the proposal, and has heard a number of questions about why this is the highest-value proposal possible.

These are some of the highlights that might help inform considerations of the proposal.



Q. Is barrier-free access *really* necessary everywhere?

A. Yes, barrier-free access to all areas of the building is required by the National Building Code of Canada, Nova Scotia’s Building Code Regulations, and the Nova Scotia Standard for the Built Environment. The building official for Lunenburg will not permit the project without meeting these codes and regulations.

The core principle of universal accessibility is equity, which means providing fair and equal opportunities to access and benefit from the same experiences as everyone else, such as providing access to the same entrance doors that others use. Note that most disabilities may not be visible or require the use of a wheelchair. *Universal accessibility is for everyone.*

Q. Why can’t you build a wheelchair ramp at the side of the building?

A. Back and side doors are not acceptable ways to provide barrier-free access, and side entrances compromise the building’s interior.

There is not enough space to provide ramps on the sides of the building, and these doors would not provide universal access where everyone uses the same entrance. New exterior doors would have to be built inside the auditorium that would lead directly to the outside, bringing noise, light, and functional problems.

Q. Why can’t you add fire escapes instead of an addition?

A. Fire escapes are not allowed by building code.

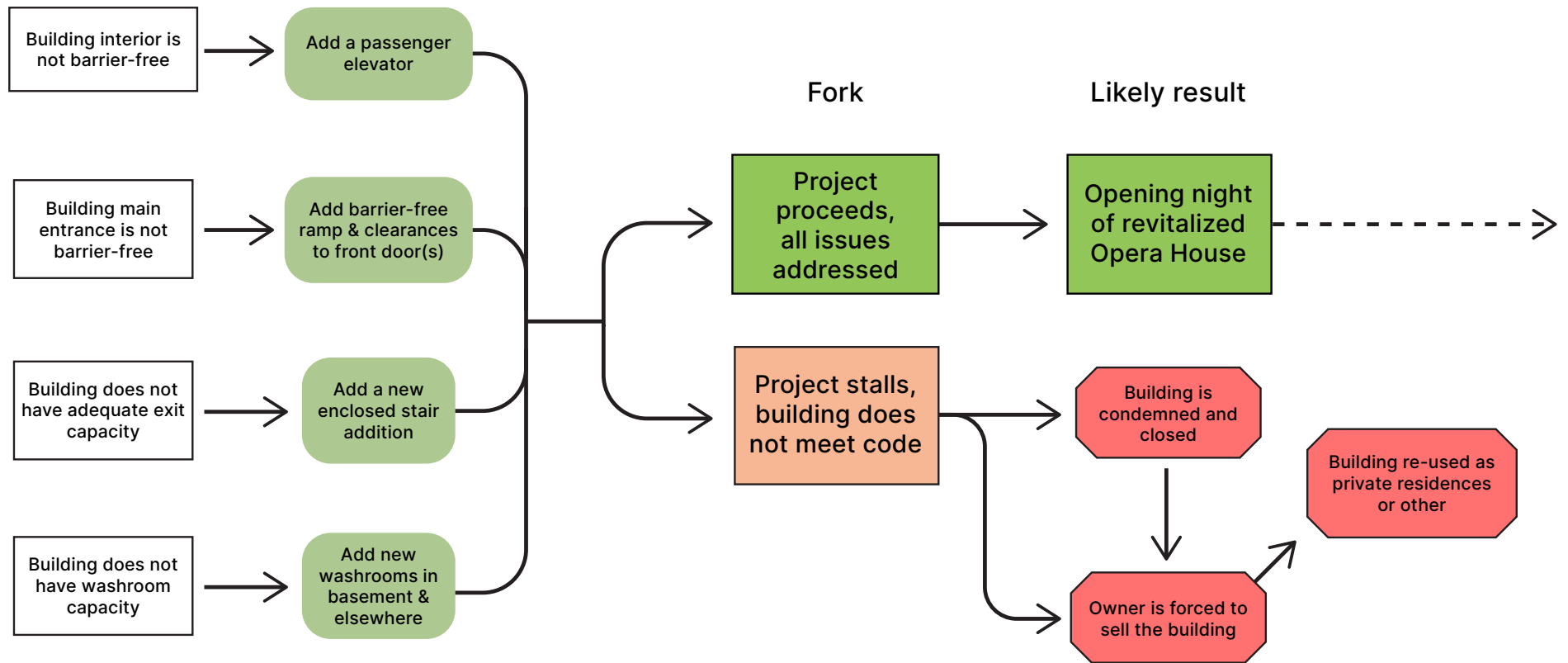
Q. Why can’t the stair or elevator be placed inside the building?

A. Building a new stair and elevator inside the building would take up too much room. It would shrink the lobby and balcony so much that they would become unusable, or it would be in the middle of the auditorium, which would make it useless. With no lobby, balcony, or theatre, there would be no point in operating the Opera House. New holes through each heritage wooden floor would also introduce costly steel structural work.

Q. What if this project can’t happen?

A. Without barrier-free access, a second exit, and an elevator, the building will not meet building code. If the building does not meet code, it may be condemned. Even if the owner is allowed to use the building, it is not sustainable without more events per year. This introduces a very real risk that it will be sold and converted to a non-civic use. Evidence shows that arts buildings tend not to return once they are converted to other uses.

2.5 — Decision tree



3.0 Case studies

3.1 — UNESCO case study - Malta



Public realm accessibility in a hilly UNESCO world heritage site

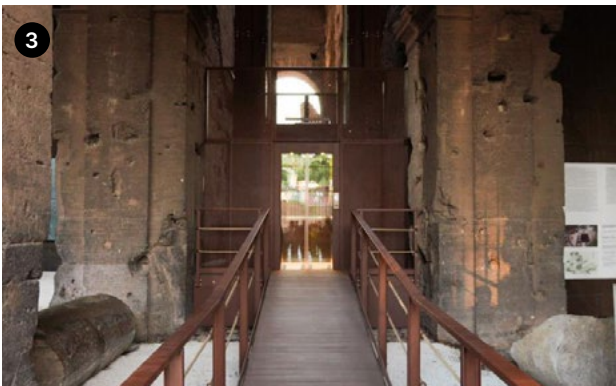
Other UNESCO World Heritage sites are facing the similar challenges of providing barrier-free access to their cultural resources.

Within the boundaries of Malta's historic fortified capital city of Valletta, a twenty-storey elevator and stair tower was added in 2013 to permit the flow of people between the walled city and the town below.

To accommodate the inevitable visual impact of such a structure, the architects opted to accentuate the differences between the ancient stone walls and the new elevator.

1. The lift is obviously evident as a large structure immediately adjacent to ancient character-defining walls.
2. Differentiating the new from the old was the preferred strategy for this project. Accepting that it would be impossible to hide, the architects chose materials and textures that appear different but complementary.
3. The base of the tower viewed from above shows contemporary ramps and stairs leading to the tower base.

3.2 — UNESCO case study - Rome



Non-original accessibility upgrades in an ancient UNESCO world heritage site

At the Roman Colosseum, efforts to improve universal accessibility at this UNESCO world heritage site continue to carry out projects

Ramps and raised floors have been added throughout the site to create level surfaces for walking and provide access between floor elevations.

Efforts reached a major milestone in 2023 with the addition of a glass and steel elevator, designed to touch the structure lightly and remain reversible.

1. The Colosseum is one of the most-visited UNESCO world heritage sites. Accommodating people of all ages and abilities is a critical piece of maintaining this cultural infrastructure.
2. Ramps and floor transitions throughout the site permit walking and rolling on floors that would otherwise be uneven.
3. In 2023 a new glass and steel elevator was installed, further enhancing barrier-free access through the site.

3.3 — UNESCO case study - Lunenburg



Public realm accessibility in Old Town Lunenburg

Old Town Lunenburg's original street grid is part of its character, and today these streets include a number of curb extensions or bump-outs designed to accommodate pedestrian safety in this highly walkable community.

Curb extensions are a common and proven way to calm traffic, improve sightlines for both drivers and pedestrians, and improve pedestrian comfort. Residents and the crowds of summer tourists can more easily navigate and find shelter from vehicle traffic at a number of hot spots throughout Old Town where bump-outs have been installed.

While the curblines jogs to accommodate bump-outs, the streetwalls of Old Town's buildings retain the regular grid characteristic of this UNESCO world heritage site.

1. A concrete bump-out at Montague Street in front of Foodland, presumably to create a more spacious front door
2. A corner concrete bump-out at Montague Street at King Street
3. One of multiple rectangular concrete bump-outs at Lincoln Street at King Street
4. One of several curved concrete curb bump-outs on Bluenose Drive

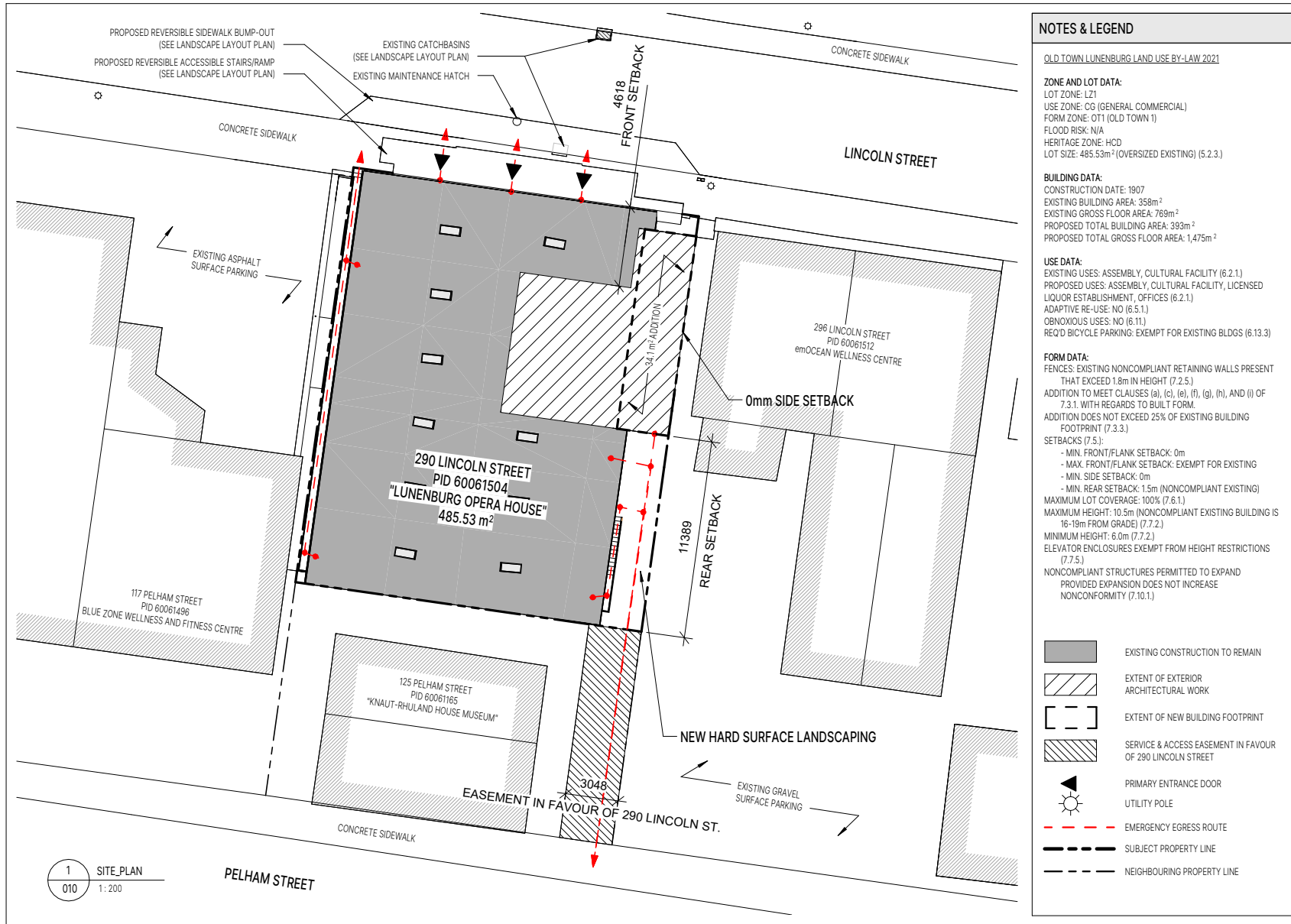
4.0 Bibliography

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5.0 Appendix A: Drawings

5.1 — Site plan



NOTES & LEGEND

OLD TOWN LUNENBURG LAND USE BY-LAW 2021

ZONE AND LOT DATA:
 LOT ZONE: LZ1
 USE ZONE: CG (GENERAL COMMERCIAL)
 FORM ZONE: OT1 (OLD TOWN 1)
 FLOOD RISK: N/A
 HERITAGE ZONE: HCD
 LOT SIZE: 485.53m² (OVERSIZED EXISTING) (5.2.3.)

BUILDING DATA:
 CONSTRUCTION DATE: 1907
 EXISTING BUILDING AREA: 358m²
 EXISTING GROSS FLOOR AREA: 769m²
 PROPOSED TOTAL BUILDING AREA: 393m²
 PROPOSED TOTAL GROSS FLOOR AREA: 1,475m²

USE DATA:
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 PROPOSED USES: ASSEMBLY, CULTURAL FACILITY, LICENSED LIQUOR ESTABLISHMENT, OFFICES (6.2.1)
 ADAPTIVE RE-USE: NO (6.5.1)
 OBNOXIOUS USES: NO (6.11)
 REQ'D BICYCLE PARKING: EXEMPT FOR EXISTING BLDGS (6.13.3)

FORM DATA:
 FENCES: EXISTING NONCOMPLIANT RETAINING WALLS PRESENT THAT EXCEED 1.8m IN HEIGHT (7.2.5.)
 ADDITION TO MEET CLAUSES (a), (c), (e), (f), (g), (h), AND (i) OF 7.3.1. WITH REGARDS TO BUILT FORM.
 ADDITION DOES NOT EXCEED 25% OF EXISTING BUILDING FOOTPRINT (7.3.3.)
 SETBACKS (7.5.):
 - MIN. FRONT/FLANK SETBACK: 0m
 - MAX. FRONT/FLANK SETBACK: EXEMPT FOR EXISTING
 - MIN. SIDE SETBACK: 0m
 - MIN. REAR SETBACK: 1.5m (NONCOMPLIANT EXISTING)
 MAXIMUM LOT COVERAGE: 100% (7.6.1)
 MAXIMUM HEIGHT: 10.5m (NONCOMPLIANT EXISTING BUILDING IS 16-19m FROM GRADE) (7.7.2)
 MINIMUM HEIGHT: 6.0m (7.7.2)
 ELEVATOR ENCLOSURES EXEMPT FROM HEIGHT RESTRICTIONS (7.7.5)
 NONCOMPLIANT STRUCTURES PERMITTED TO EXPAND PROVIDED EXPANSION DOES NOT INCREASE NONCONFORMITY (7.10.1).

LEGEND:

- EXISTING CONSTRUCTION TO REMAIN
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- EXTENT OF NEW BUILDING FOOTPRINT
- SERVICE & ACCESS EASEMENT IN FAVOUR OF 290 LINCOLN STREET
- PRIMARY ENTRANCE DOOR
- UTILITY POLE
- EMERGENCY EGRESS ROUTE
- SUBJECT PROPERTY LINE
- NEIGHBOURING PROPERTY LINE

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REVISIONS

No.	Description	Date
1	ISSUED FOR HERITAGE REVIEW	2025-01-31

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LUNENBURG OPERA HOUSE
 290 LINCOLN STREET
 LUNENBURG, NOVA SCOTIA, BAN 1R6

DRAWING NAME
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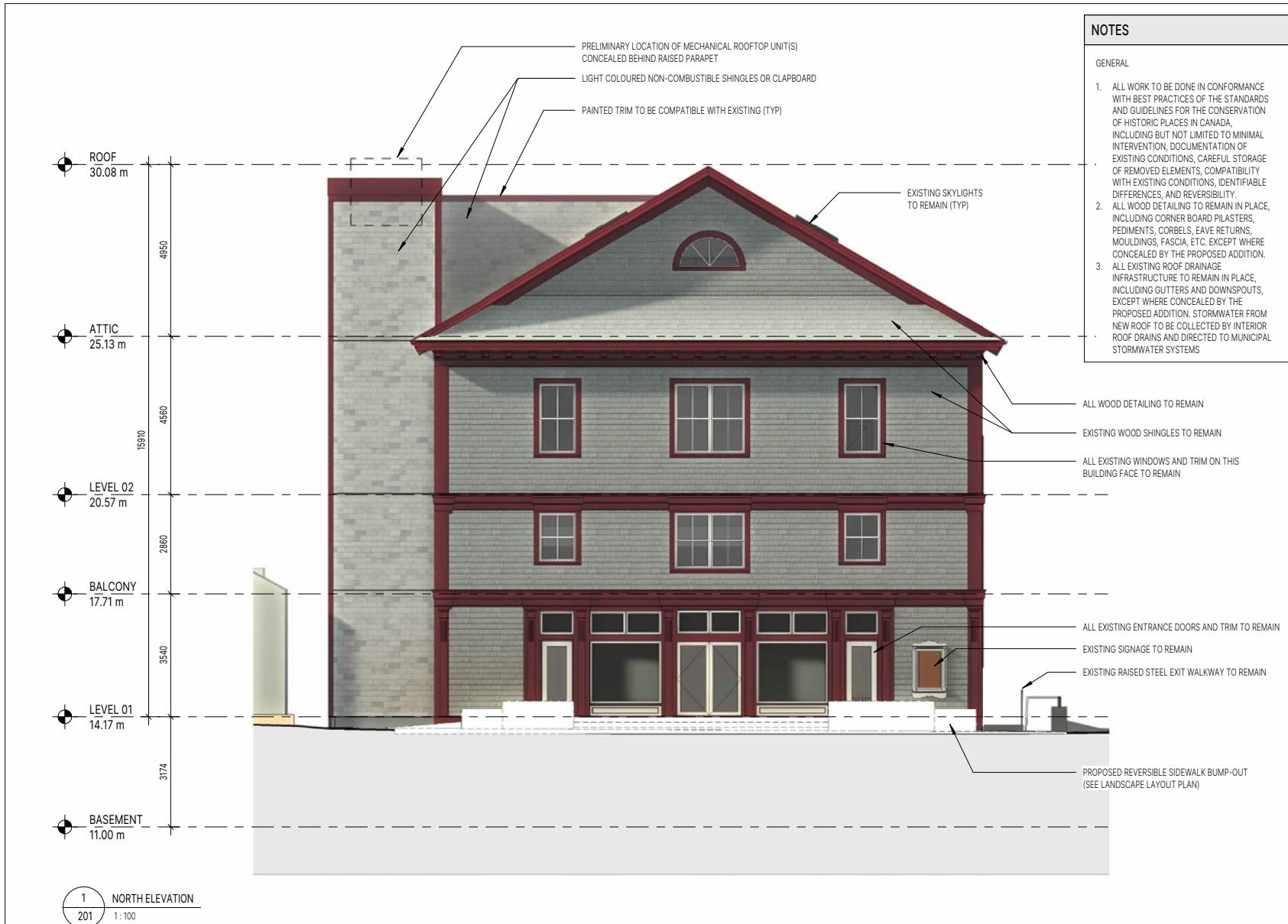
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010

5.2 — Elevations



NOTES

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290 LINCOLN STREET
LUNENBURG, NOVA SCOTIA, B4N 1R6

DRAWING NAME
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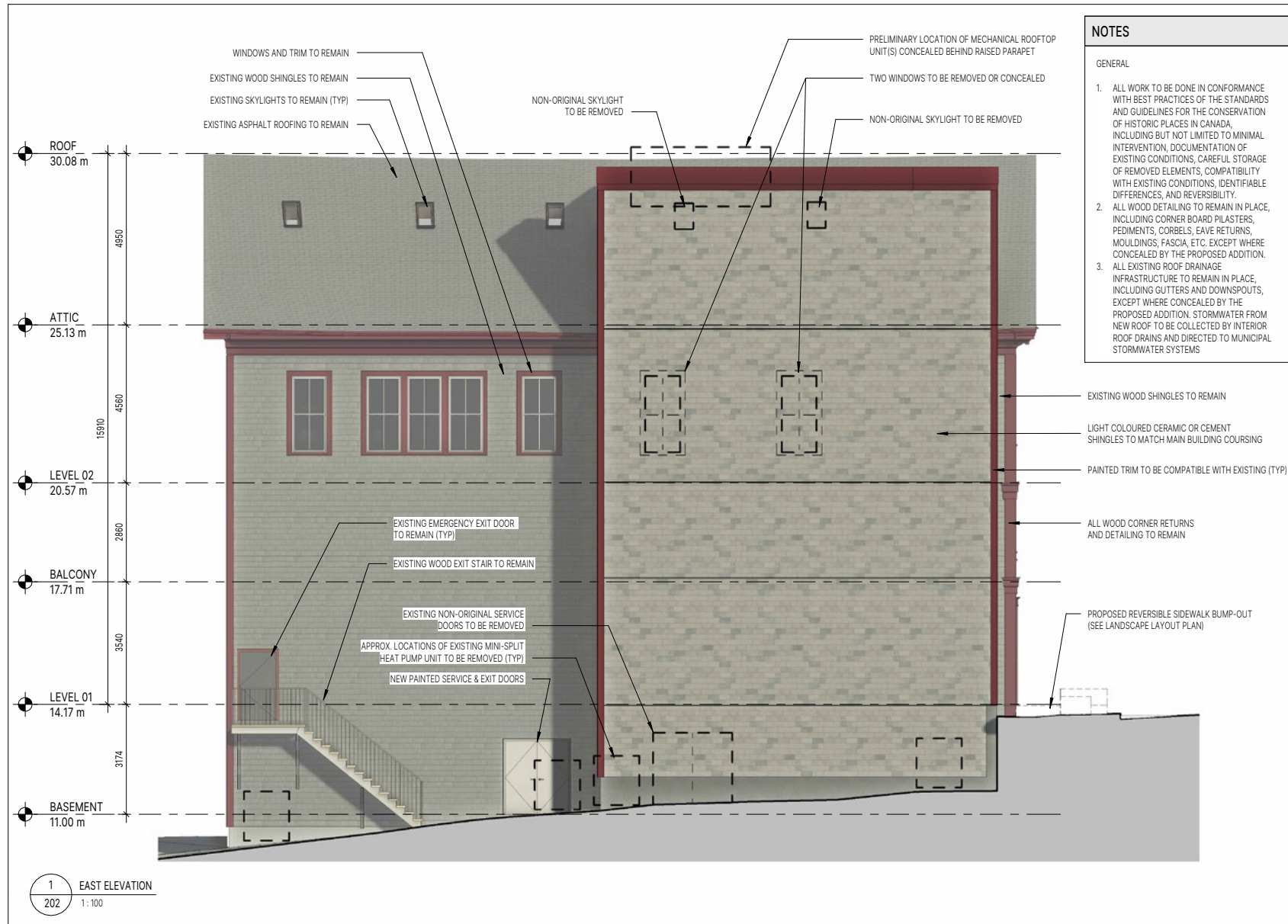
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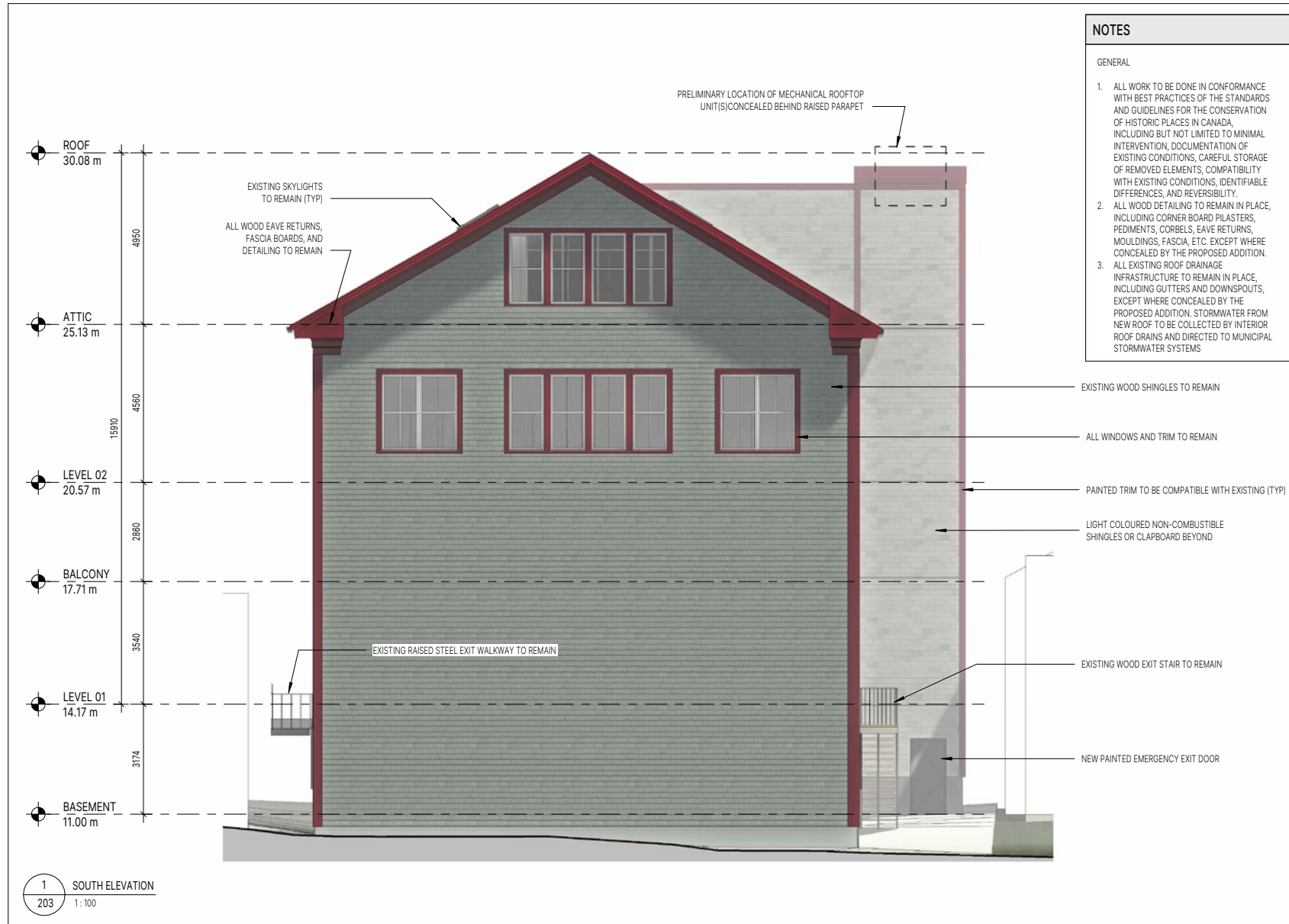
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290 LINCOLN STREET
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DRAWING NAME
EAST - BUILDING ELEVATION

SCALE	PROJECT NUMBER	
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DRAWING NAME
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SCALE
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PROJECT NUMBER
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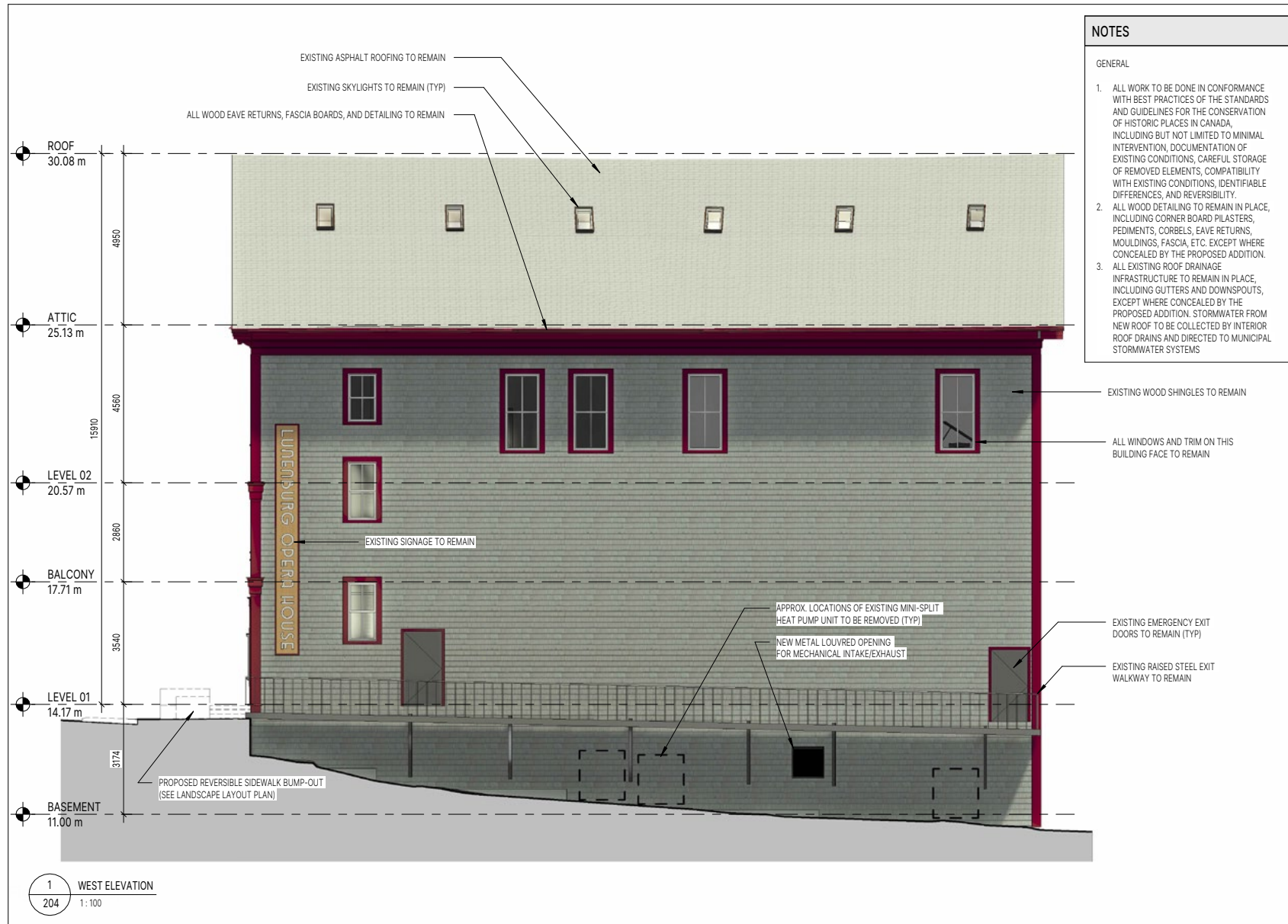
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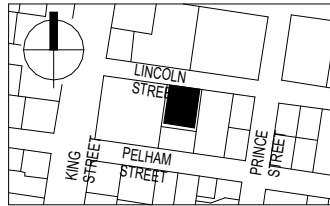
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SCALE 1:100 **PROJECT NUMBER** 24-127

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LUNENBURG, NOVA SCOTIA, B4N 1R6

DRAWING NAME
SITE PLAN

SCALE PROJECT NUMBER
As indicated 24-127

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SB CB ILL

DRAWING NUMBER

010

NOTES & LEGEND

OLD TOWN LUNENBURG LAND USE BY-LAW 2021

ZONE AND LOT DATA:

LOT ZONE: LZ1
USE ZONE: CG (GENERAL COMMERCIAL)
FORM ZONE: OT1 (OLD TOWN 1)
FLOOD RISK: N/A
HERITAGE ZONE: HCD
LOT SIZE: 485.53m² (OVERSIZED EXISTING) (5.2.3)

BUILDING DATA:

CONSTRUCTION DATE: 1907
EXISTING BUILDING AREA: 358m²
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FORM DATA:

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SETBACKS (7.5.):

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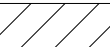

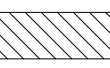





MAXIMUM LOT COVERAGE: 100% (7.6.1)

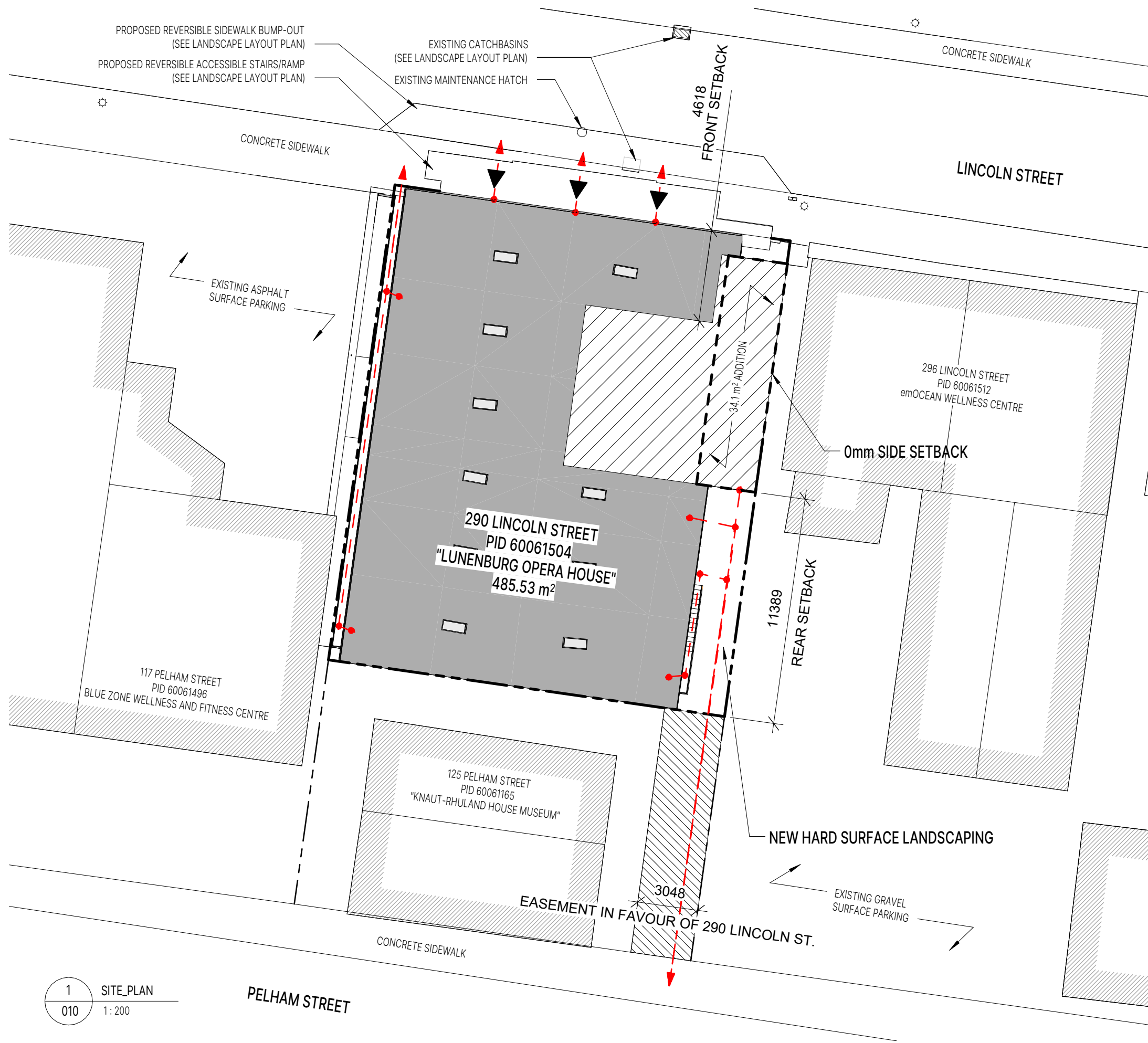
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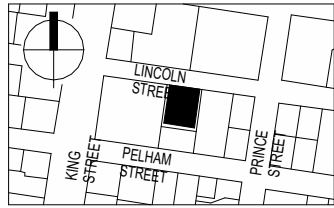
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-  PRIMARY ENTRANCE DOOR
-  UTILITY POLE
-  EMERGENCY EGRESS ROUTE
-  SUBJECT PROPERTY LINE
-  NEIGHBOURING PROPERTY LINE



1 SITE_PLAN
010 1:200



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REVISIONS

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PROJECT
 LUNENBURG OPERA HOUSE
 290 LINCOLN STREET
 LUNENBURG, NOVA SCOTIA, B4N 1R6

DRAWING NAME
 NORTH - BUILDING ELEVATION

SCALE 1:100 PROJECT NUMBER 24-127

DRAWN BY SB CHECKED CB APPROVED ILL

DRAWING NUMBER

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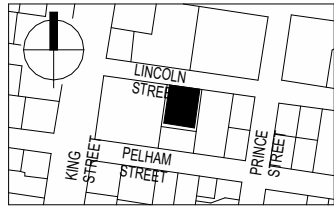
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1 NORTH ELEVATION
 201 1:100



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LUNENBURG FOLK HARBOUR
SOCIETY

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290 LINCOLN STREET
LUNENBURG, NOVA SCOTIA, B4N 1R6

DRAWING NAME
EAST - BUILDING ELEVATION

SCALE 1:100 PROJECT NUMBER 24-127

DRAWN BY SB CHECKED CB APPROVED ILL

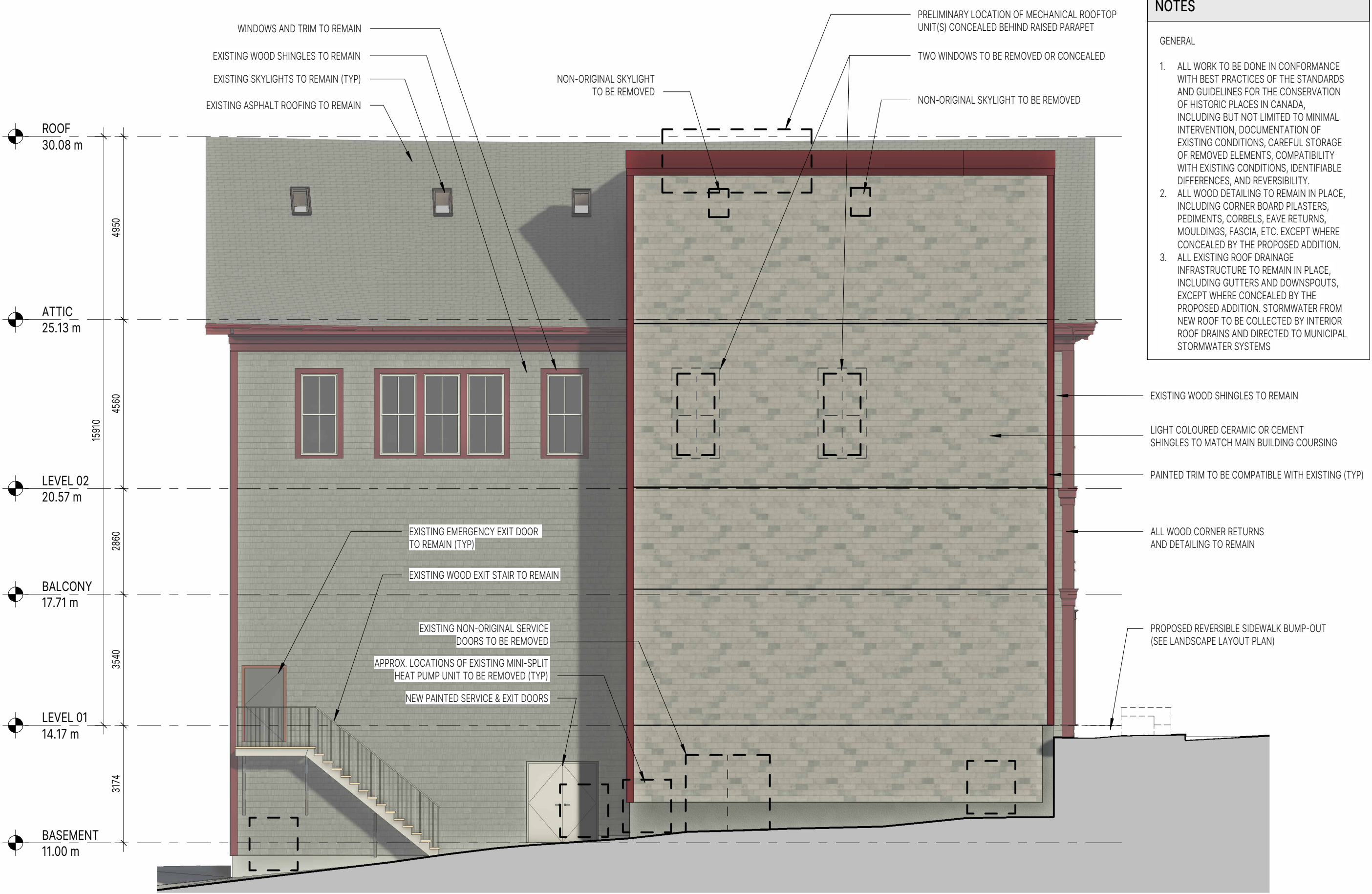
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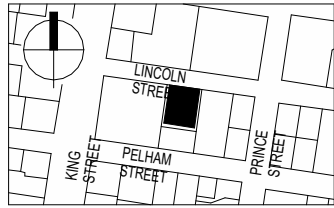
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1 EAST ELEVATION
202 1:100



CLIENT
LUNENBURG FOLK HARBOUR
SOCIETY

SEAL

NOT FOR CONSTRUCTION

REVISIONS

No.	Description	Date
1	ISSUED FOR HERITAGE REVIEW	2025-07-31

PROJECT
LUNENBURG OPERA HOUSE
290 LINCOLN STREET
LUNENBURG, NOVA SCOTIA, B4N 1R6
DRAWING NAME
SOUTH - BUILDING ELEVATION

SCALE PROJECT NUMBER
1:100 24-127

DRAWN BY CHECKED APPROVED
SB CB ILL

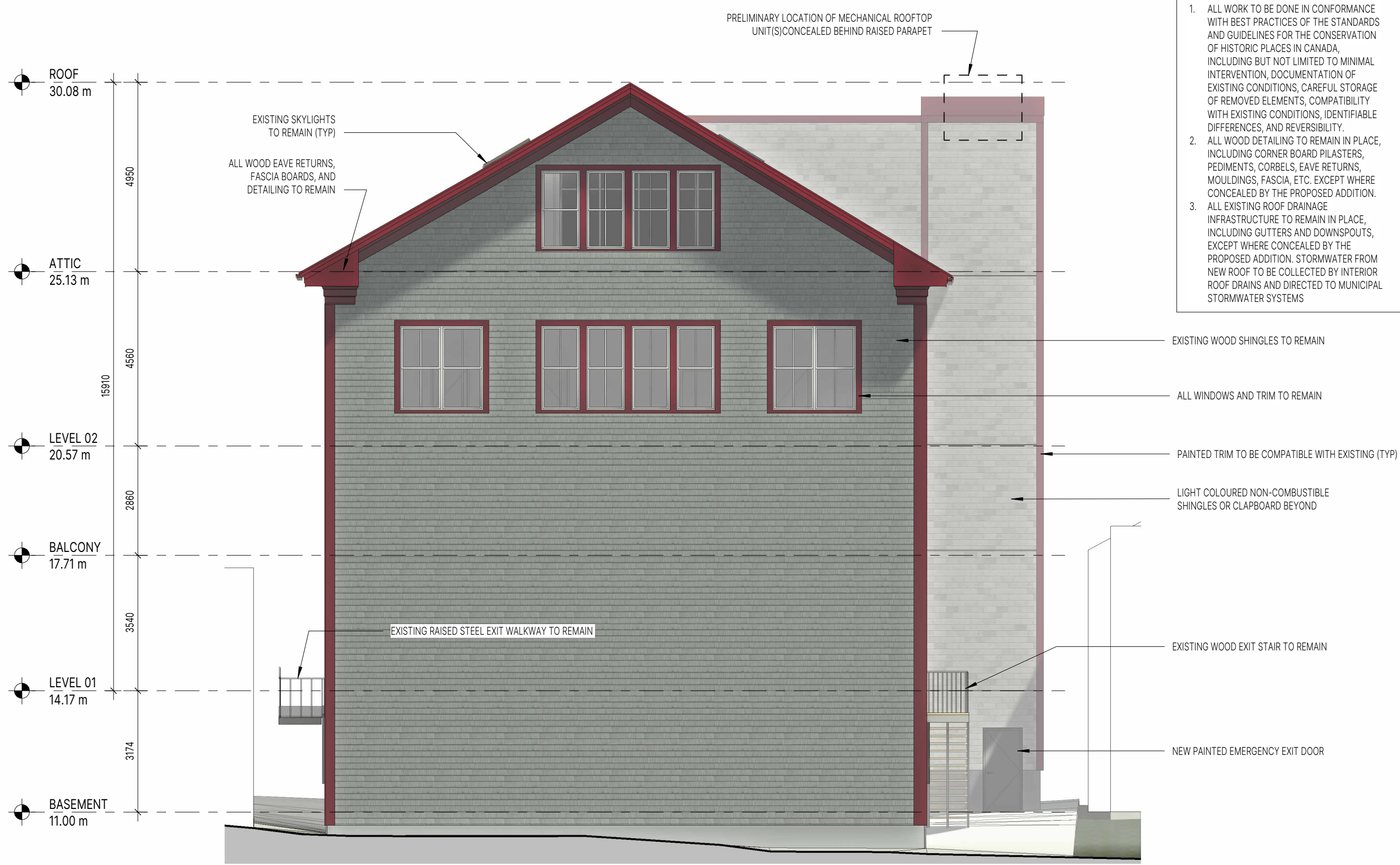
DRAWING NUMBER

203

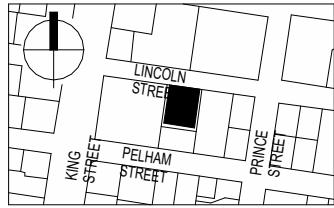
NOTES

GENERAL

- ALL WORK TO BE DONE IN CONFORMANCE WITH BEST PRACTICES OF THE STANDARDS AND GUIDELINES FOR THE CONSERVATION OF HISTORIC PLACES IN CANADA, INCLUDING BUT NOT LIMITED TO MINIMAL INTERVENTION, DOCUMENTATION OF EXISTING CONDITIONS, CAREFUL STORAGE OF REMOVED ELEMENTS, COMPATIBILITY WITH EXISTING CONDITIONS, IDENTIFIABLE DIFFERENCES, AND REVERSIBILITY.
- ALL WOOD DETAILING TO REMAIN IN PLACE, INCLUDING CORNER BOARD PILASTERS, PEDIMENTS, CORBELS, EAVE RETURNS, MOULDINGS, FASCIA, ETC. EXCEPT WHERE CONCEALED BY THE PROPOSED ADDITION.
- ALL EXISTING ROOF DRAINAGE INFRASTRUCTURE TO REMAIN IN PLACE, INCLUDING GUTTERS AND DOWNSPOUTS, EXCEPT WHERE CONCEALED BY THE PROPOSED ADDITION. STORMWATER FROM NEW ROOF TO BE COLLECTED BY INTERIOR ROOF DRAINS AND DIRECTED TO MUNICIPAL STORMWATER SYSTEMS



1 SOUTH ELEVATION
203 1:100



CLIENT
LUNENBURG FOLK HARBOUR
SOCIETY

SEAL

NOT FOR CONSTRUCTION

REVISIONS

No.	Description	Date
1	ISSUED FOR HERITAGE REVIEW	2025-07-31

PROJECT
LUNENBURG OPERA HOUSE
290 LINCOLN STREET
LUNENBURG, NOVA SCOTIA, B4N 1R6

DRAWING NAME
WEST - BUILDING ELEVATION

SCALE 1:100 PROJECT NUMBER 24-127

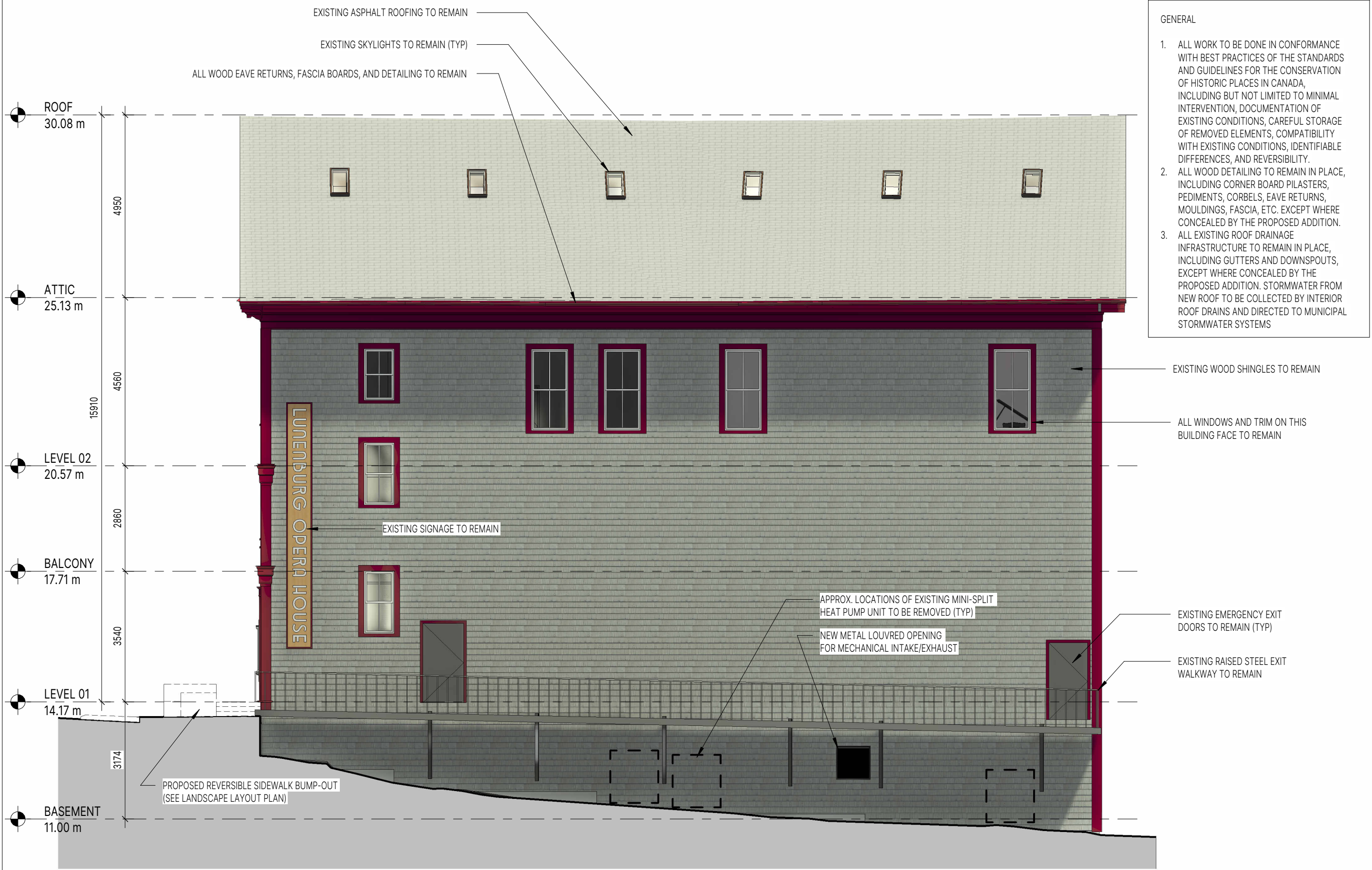
DRAWN BY SB CHECKED CB APPROVED ILL

DRAWING NUMBER

204

NOTES

- GENERAL
- ALL WORK TO BE DONE IN CONFORMANCE WITH BEST PRACTICES OF THE STANDARDS AND GUIDELINES FOR THE CONSERVATION OF HISTORIC PLACES IN CANADA, INCLUDING BUT NOT LIMITED TO MINIMAL INTERVENTION, DOCUMENTATION OF EXISTING CONDITIONS, CAREFUL STORAGE OF REMOVED ELEMENTS, COMPATIBILITY WITH EXISTING CONDITIONS, IDENTIFIABLE DIFFERENCES, AND REVERSIBILITY.
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1 WEST ELEVATION
204 1:100

SITE LAYOUT LEGEND	
SYMBOL	DESCRIPTION
	PROPERTY LINE
	BUILDING FOOTPRINT
	BUILDING ENTRANCE
	EMERGENCY EXIT
	GRANITE CURB
	GRANITE STEPS WITH HANDRAIL
	GRANITE MONOLITHIC STRAIGHT-CUT STONE
	GRANITE SEAT WITH TIMBER SEAT TOP
	CONCRETE PAVEMENT
	GRANITE PAVERS
	PLANTING BED
	EXISTING MAINTENANCE HATCH
	EXISTING CATCH BASIN
	PROPOSED CATCH BASIN
	EXISTING WATER VALVE
	EXISTING UTILITY POLE WITH STREET LIGHTING AND GUY WIRE
	EXISTING PARKING METER

Revisions	
No.	DATE

Project
LUNENBURG OPERA HOUSE REVITALIZATION PROJECT
LUNENBURG, NS

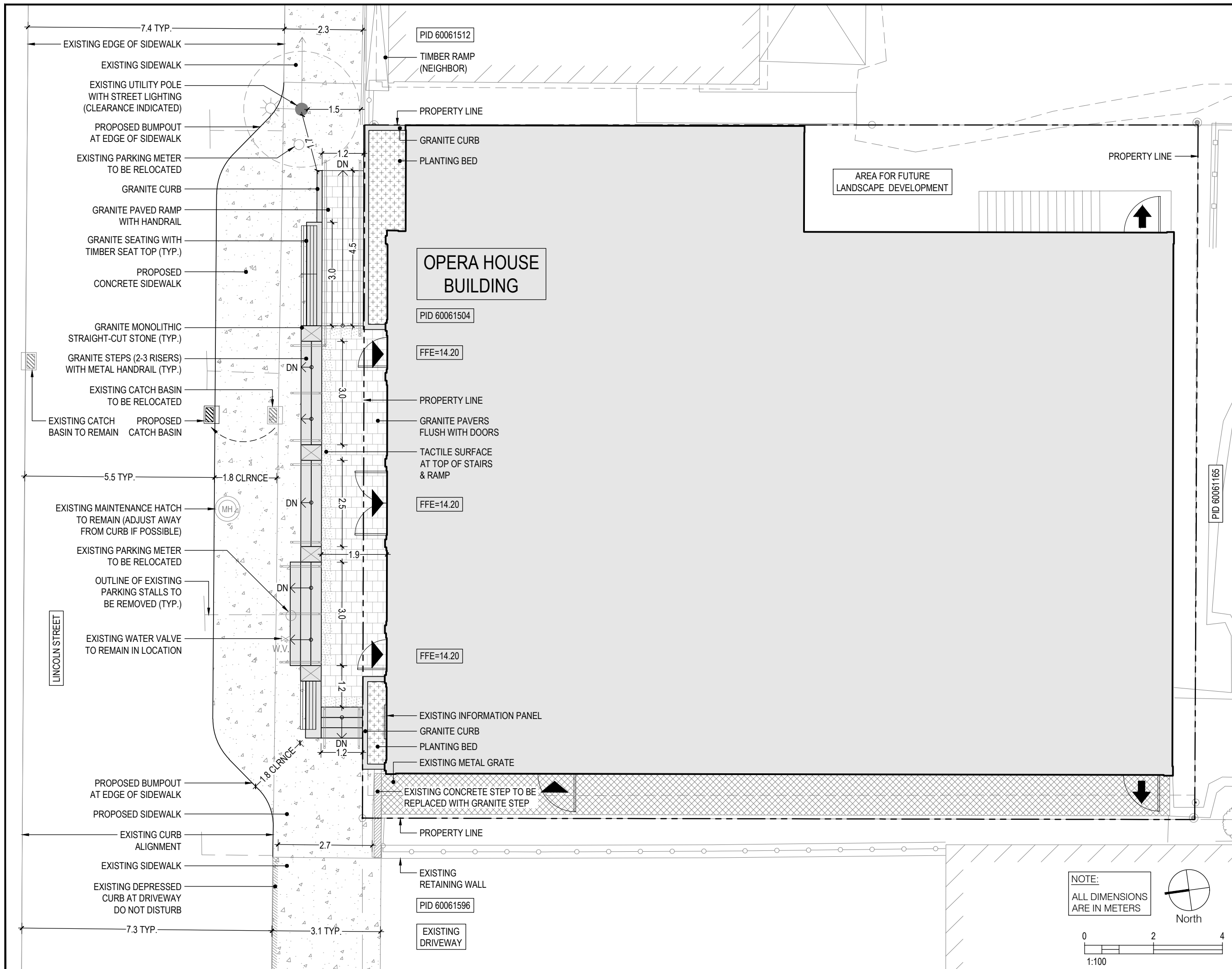
Drawing Name
SITE LAYOUT

Scale 1:100 Project number 24-127

Drawn By AS Checked BM Approved BM

Drawing Number

L101



ISSUED FOR COORDINATION

GRADING PLAN LEGEND	
SYMBOL	DESCRIPTION
	PROPERTY LINE
	BUILDING FOOTPRINT
	BUILDING ENTRANCE
	EMERGENCY EXIT
	EXISTING MAINTENANCE HATCH
	EXISTING CATCH BASIN
	PROPOSED CATCH BASIN
	EXISTING WATER VALVE
	EXISTING UTILITY POLE WITH STREET LIGHTING AND GUY WIRE
	EXISTING CONTOUR
	PROPOSED CONTOUR
	EXISTING ELEVATION
	PROPOSED ELEVATION
	SLOPE DIRECTION

Revisions	
No.	DATE

Project
LUNENBURG OPERA HOUSE REVITALIZATION PROJECT
LUNENBURG, NS

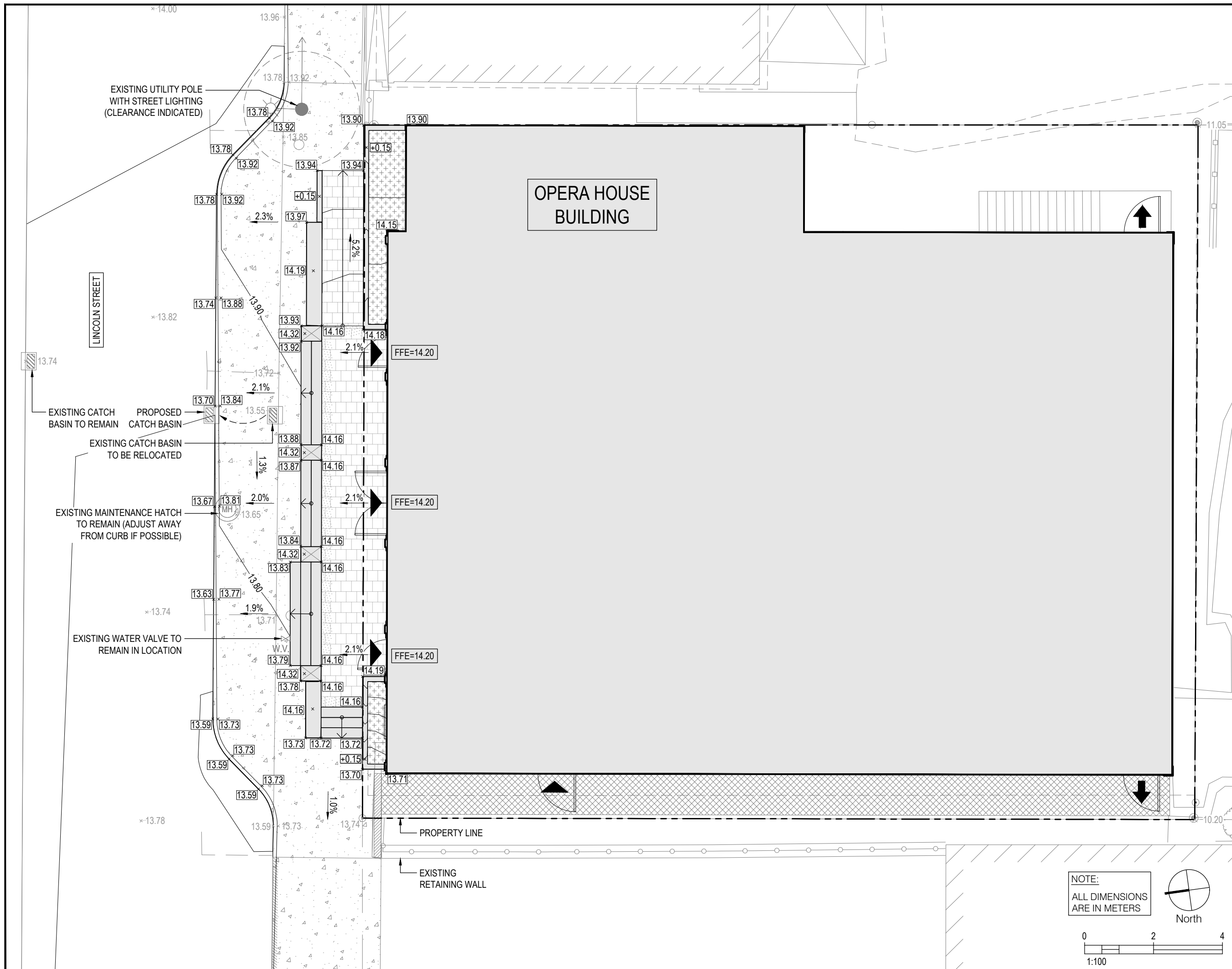
Drawing Name
GRADING PLAN

Scale 1:100 Project number 24-127

Drawn By AS Checked BM Approved BM

Drawing Number

L201



Subject: 66 Pelham - Facade Alterations and Additions

Prepared by: Laura LeGresley, Heritage Officer

Date: November 13th, 2025



Recommendations

That the Heritage Advisory Committee support the proposed exterior alterations at 66 Pelham, recognizing that while elements of the proposal may not fully align with the intent of Section 5.6 of the Heritage Conservation District (HCD) By-law—which discourages restoration of missing features—the proposed work nonetheless contributes positively to the building’s overall heritage value and visual coherence.

That the Heritage Advisory Committee not support the proposed alterations at 66 Pelham, on the basis that the work primarily involves restoration of missing or altered features, which could be viewed as inconsistent with the interpretive intent of Section 5.6 of the Old Town Lunenburg Heritage Conservation District By-law.

Background

The proposed exterior renovations to 66 Pelham involve modifications to window and door openings, trim, and detailing, including the reconfiguration of the main entrance and the reinstatement of a more uniform window pattern across the façades.

The building at 66 Pelham is a Character-Defining Residential Building within the Old Town Lunenburg Heritage Conservation District, subject to Section 5.5 and 5.6 of the HCD By-law.

Under Policy 41 of the Town's Heritage Conservation District By-law, the Heritage Officer may refer any proposal requiring a Certificate of Appropriateness to the Heritage Advisory Committee for comment.

Discussion

The proposed exterior renovations involve a widened main entrance with transom window, reinstated window patterns, and selective addition or removal of secondary windows, which all aim to improve architectural coherence and restore visual consistency to the façades. The application also proposes the removal of existing metal or vinyl siding and the application of wooden shingles with new cornerboards and new fascia board.

Under Section 5.6 of the Heritage Conservation District By-law, incompatible or insensitive alterations made prior to the by-law’s enactment may be reversed. In this case, several existing window and door openings no longer reflect the building’s original design and can reasonably be considered non-historic.

The by-law also notes that restoration of missing features is discouraged, while new designs that are physically, visually, materially, and stylistically compatible, subordinate, and distinguishable upon close inspection are preferred. This reflects the by-law’s intent to encourage sensitive contemporary interpretations of historic features rather than exact restoration, while still maintaining the building’s heritage value. Because the language is not mandatory, homeowners have the discretion to choose

whether to restore historic features or pursue a compatible reinterpretation, as long as the work respects the structure's character-defining elements.

Staff request that the Heritage Advisory Committee provide feedback on whether the proposed alterations are consistent with the intent of Section 5.6, particularly regarding the balance between preserving historic fabric, maintaining sensitivity to character-defining features, and allowing compatible reinterpretation of altered or lost elements. Committee input will guide further discussion with the applicant regarding the approach to windows, doors, and trim detailing.

Strategic Plan Relevance

Heritage: *Preserve the valuable heritage resources of Lunenburg while embracing an ongoing landscape evolution.*

Relevant Legislation

Old Town Lunenburg Heritage Conservation District Plan and Bylaw - Alteration Guidelines for Character Defining Residential Structures

Nova Scotia Heritage Property By-law

Attachments

Appendix A – Application Package



TOWN OF LUNENBURG
HERITAGE, DEVELOPMENT PERMIT AND ENCROACHMENT LICENSE APPLICATION FORM

Date: _____

Civic Address: _____

PID: _____ ZONE: _____ HCD ARCH CONTRL MuDesHER

Applicant Information:

Name: _____

Mailing Address: [REDACTED] _____

Telephone: [REDACTED] Cell: [REDACTED] Fax: _____

Email: [REDACTED] _____

Property Owner Information: Same as applicant/owner

Name: _____

Mailing Address: [REDACTED] _____

Telephone: [REDACTED] Cell: _____ Fax: _____

Email: [REDACTED] _____

Proposed Use and Construction:

Current use:

- Single-unit dwelling Describe: _____
- Multiple occupancy Describe: _____
- Commercial Describe: _____
- Institutional Describe: _____
- Other Describe: _____

Proposed use:

- No change
- Change to _____

Proposed scope of project:

1. _____

2. _____



BUILDING PERMIT APPLICATION FORM

Town of Lunenburg
 Planning & Development Services
 119 Cumberland St., Lunenburg, NS B0J 2C0
 TEL (902) 634-4410 FAX (902) 634-4416

PROPERTY INFORMATION

Location: _____
 (Civic Number, Street Name)

Property ID: _____

Zone: ____ HCD: ____ ArchCntrl: ____ MunDesHer: ____

Check all that Apply:

- Building Permit
- New Construction
- Addition
- Renovation
- Change of Use (_____ to _____)
- Deck
- Demolition

OWNER INFORMATION (REQUIRED)

Owner: _____

Mailing Address: _____

City/Postal Code: _____

Telephone: _____

Email: _____

APPLICANT / COMPANY (IF NOT PROPERTY OWNER)

Address: _____

City/Postal Code: _____ / _____

Telephone: _____

Email: _____

LOT / STRUCTURE USE

Present Use of Land and an Existing Structure(s):

Describe the New Construction or New Use:

ADDITIONAL INFORMATION

Size: Length _____ X Width _____ X Height _____
 Total Square Footage _____ Stories _____

Building Permit Applications must be accompanied by **STRUCTURAL DETAILS** and a **LOCATION PLAN** before they will be reviewed by a Building Official.

- Location Plan
- Structural Details
- Building Plans

Other documents may be required based on the type of project, such as engineering or detailed drawings.

Other _____

Other _____

APPLICATION FEES

BUILDING/OCCUPANCY PERMIT:

Construction Value (materials and labour) \$ _____ X 0.002 = \$ _____ + \$62.30 = Total Permit fee

\$ _____ BUILDING/OCCUPANCY PERMIT (DECK AND STAIRS ONLY):

Construction Value (materials and labour) \$ _____ X 0.002 = \$ _____ + \$31.20 = Total Permit fee \$ _____

TEMPORARY BUILDING/OCCUPANCY PERMIT: \$46.75


BUILDING PERMIT RENEWAL:\$15.75

DEMOLITION PERMIT:\$31.20

APPLICATION AUTHORIZATION

I hereby certify:

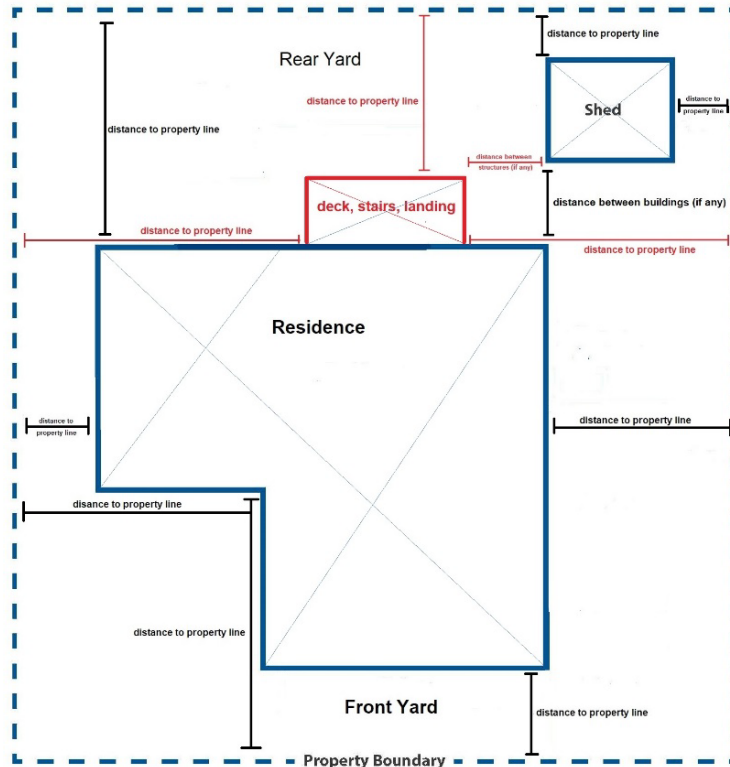
1. That I am the owner/duly authorized agent of the land on which this building /development is proposed;
2. That the statements herein contained are true; and
3. That the plan and specifications submitted are prepared for the construction or alteration of the building or buildings described.



 Owner/Agent's Signature

 Date

Sample Location Plan:



Office Use Only:

Building/Occupancy Permit plus .2% of value of construction/materials/labour	GBLP GLPP
Building Permit – Deck and Stairs plus .2% of value of construction/materials/labour	GBLD GLPP

Temporary Building/Occupancy Permit	GBLT
Demolition Permit	GDEM
Building Permit Renewal	GBLR

PELHAM STREET RENOVATION: Phase 1 Exterior Recladding

66 Pelham St
Lunenburg, NS B0J 2C0

ISSUED FOR PERMIT

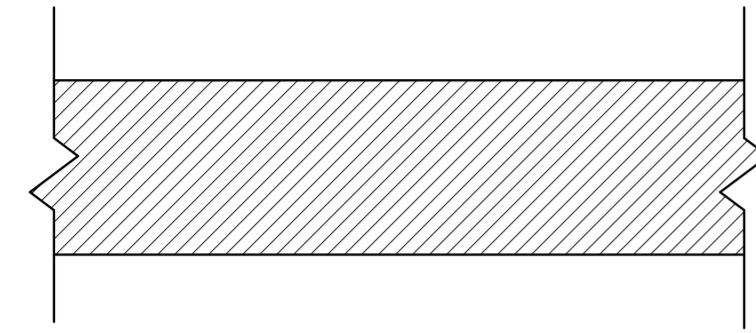
SEPTEMBER 17, 2025

DRAWING LIST

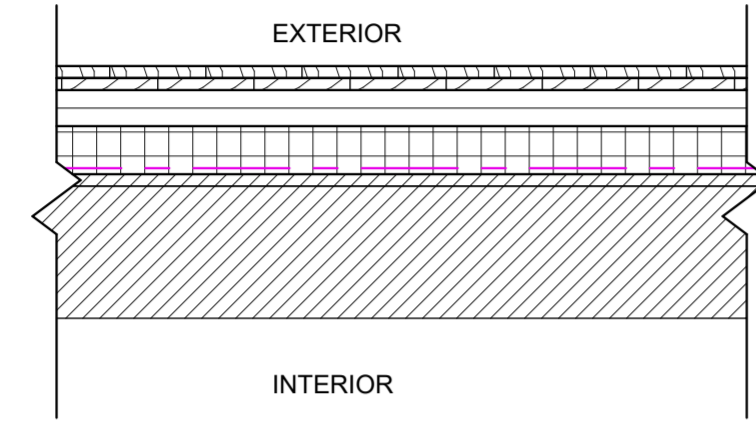
A-001	PROPOSED SITE PLAN
A-002	WALL ASSEMBLIES
A-100	DEMO FLOOR PLAN - BASEMENT LEVEL
A-101	DEMO FLOOR PLAN - FIRST LEVEL
A-102	DEMO PLAN - SECOND LEVEL
A-103	PROPOSED PLAN - BASEMENT
A-104	PROPOSED PLAN - FIRST LEVEL
A-105	PROPOSED PLAN - SECOND LEVEL
A-200	DEMO ELEVATION - NORTH
A-201	DEMO ELEVATION - SOUTH
A-202	DEMO ELEVATION - EAST
A-203	DEMO ELEVATION - WEST
A-204	PROPOSED ELEVATION - NORTH
A-205	PROPOSED ELEVATION - SOUTH
A-206	PROPOSED ELEVATION - EAST & WEST
A-500	SECTION DETAILS
A-501	SECTION DETAILS
A-510	PLAN DETAIL
A-600	SCHEDULE - WINDOW & DOOR

abbott
brown
architects

5657 Nora Bernard St, Halifax, NS
902-405-8877 abbottbrown.ca



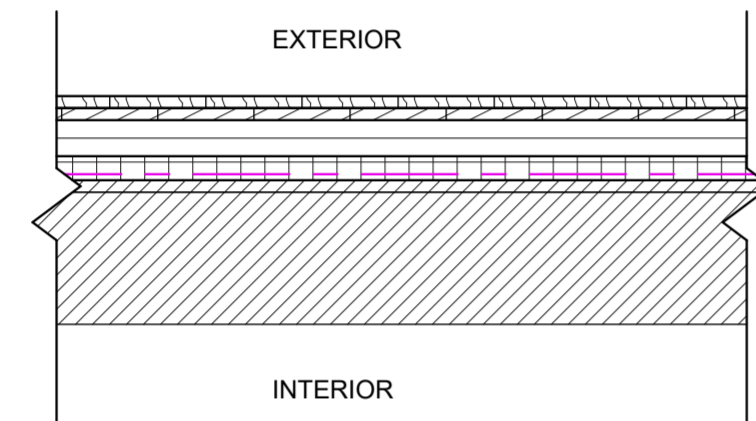
EXISTING WALL / ROOF / FLOOR



WALL TYPE W-1.1: CEDAR SHINGLES

- CEDAR SHINGLES w/ 4" EXPOSED TO WEATHER
- 3/4" HORIZONTAL PT STRAPPING
- 3/4" VERTICAL PT STRAPPING
- 2" RIGID INSULATION
- VAPROSHIELD AIR BARRIER
- EXISTING SHEATHING*
- EXISTING WALL

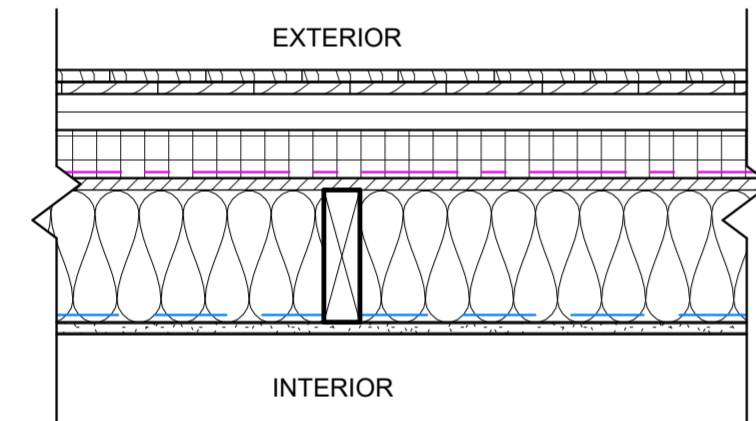
* CONTRACTOR TO ASSESS AND REPLACE SHEATHING WHERE FAILING



WALL TYPE W-1.2: CEDAR SHINGLES

- CEDAR SHINGLES w/ 4" EXPOSED TO WEATHER
- 3/4" HORIZONTAL PT STRAPPING
- 3/4" VERTICAL PT STRAPPING
- 1" RIGID INSULATION
- VAPROSHIELD AIR BARRIER
- EXISTING SHEATHING*
- EXISTING WALL

* CONTRACTOR TO ASSESS AND REPLACE SHEATHING WHERE FAILING



WALL TYPE W-2: CEDAR SHINGLES

- CEDAR SHINGLES w/ 4" EXPOSED TO WEATHER
- 3/4" HORIZONTAL PT STRAPPING
- 3/4" VERTICAL PT STRAPPING
- 2" RIGID INSULATION
- AIR BARRIER
- EXTERIOR GRADE SHEATHING, THICKNESS TO MATCH EXISTING
- 2X6 STUD, W/ NEW BATT INSULATION IN CAVITY
- VAPOUR BARRIER, INTELLO X
- 1/2" GYPSUM BOARD, PAINTED

GENERAL NOTE (EXTERIOR):

- ALL CLADDING TO BE ATTACHED WITH STAINLESS STEEL FASTENERS

○ WALL ASSEMBLIES
1 1/2" = 1'-0"

NOTE

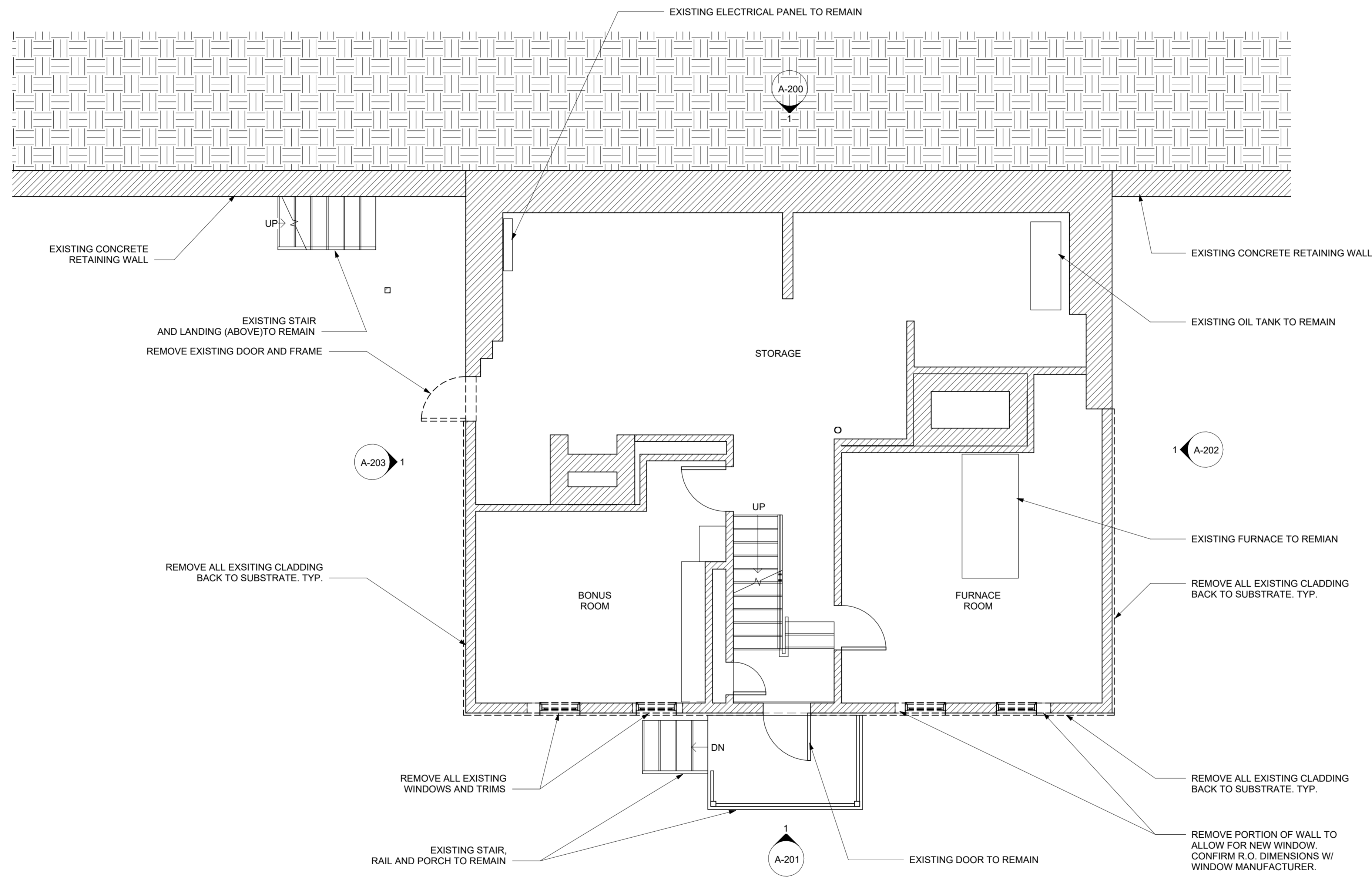
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**


address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

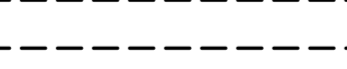
WALL ASSEMBLIES


A-002



1 Demolition Plan Basement
1/4" = 1'-0"

ELEMENTS TO REMAIN 

ELEMENTS TO BE DEMOLISHED 

NEW WALLS 

○ DEMO LEGEND
1/2" = 1'-0"

NOTE

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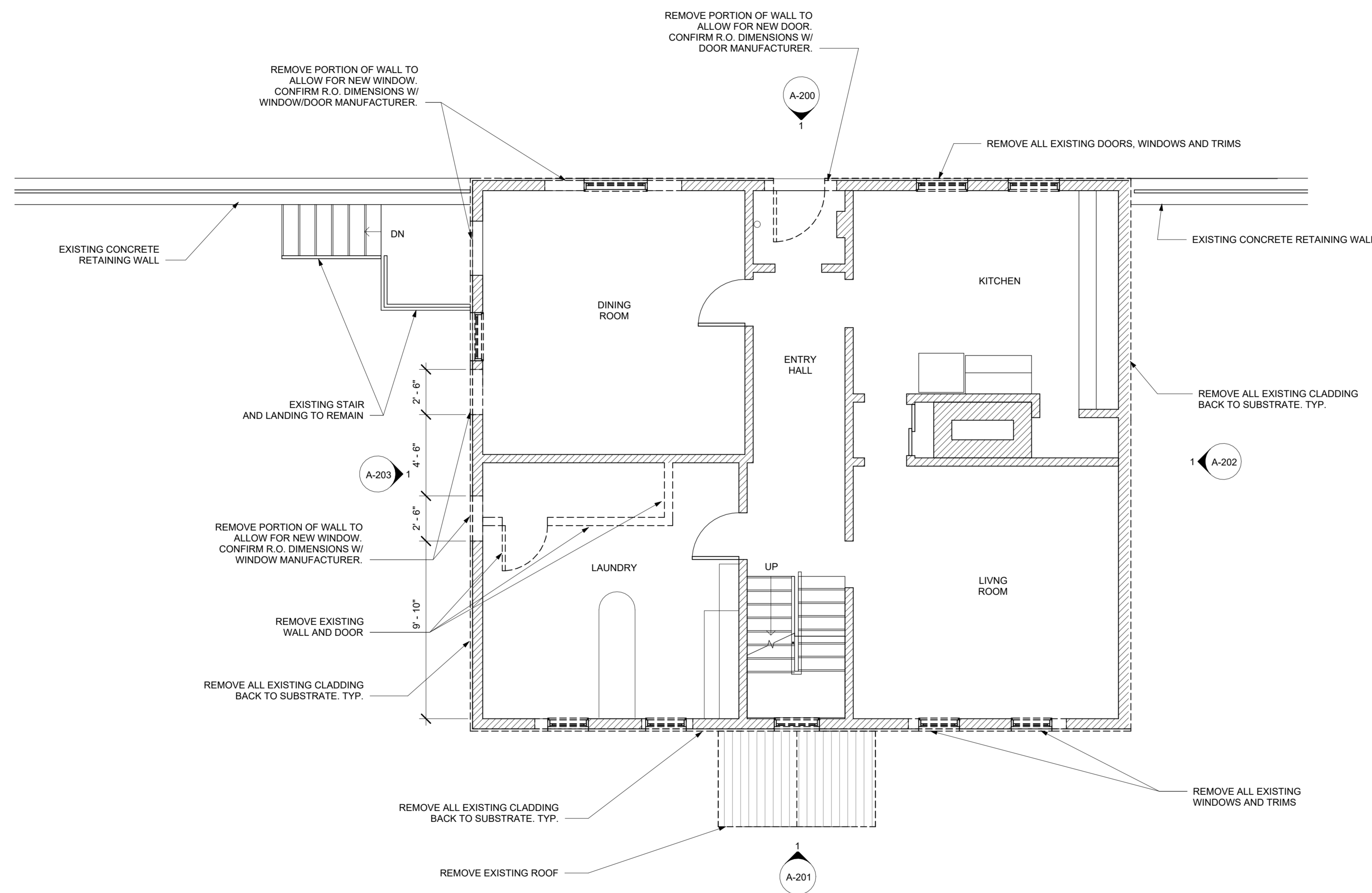
**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

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Meredith Hayward
date:
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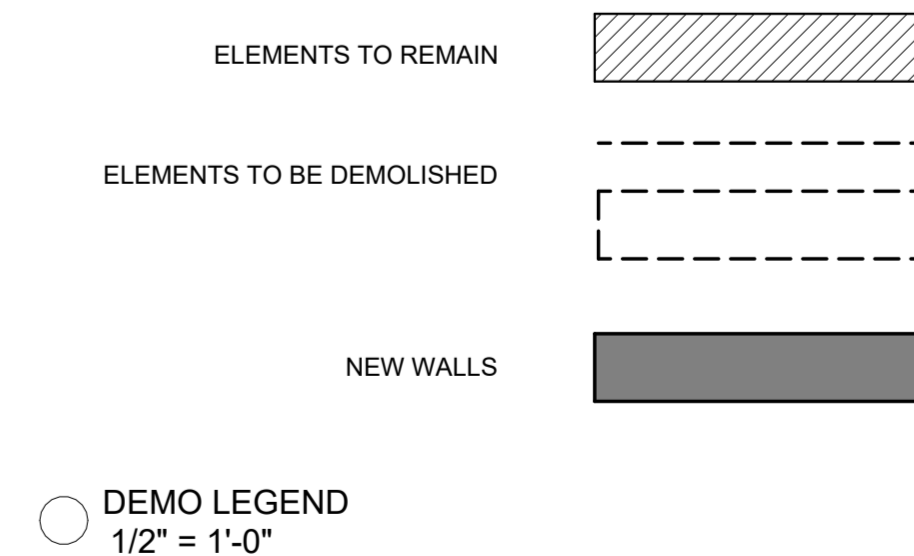
DEMO FLOOR PLAN -
BASEMENT LEVEL

A-100

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1 Demolition Plan First Floor
1/4" = 1'-0"



NOTE

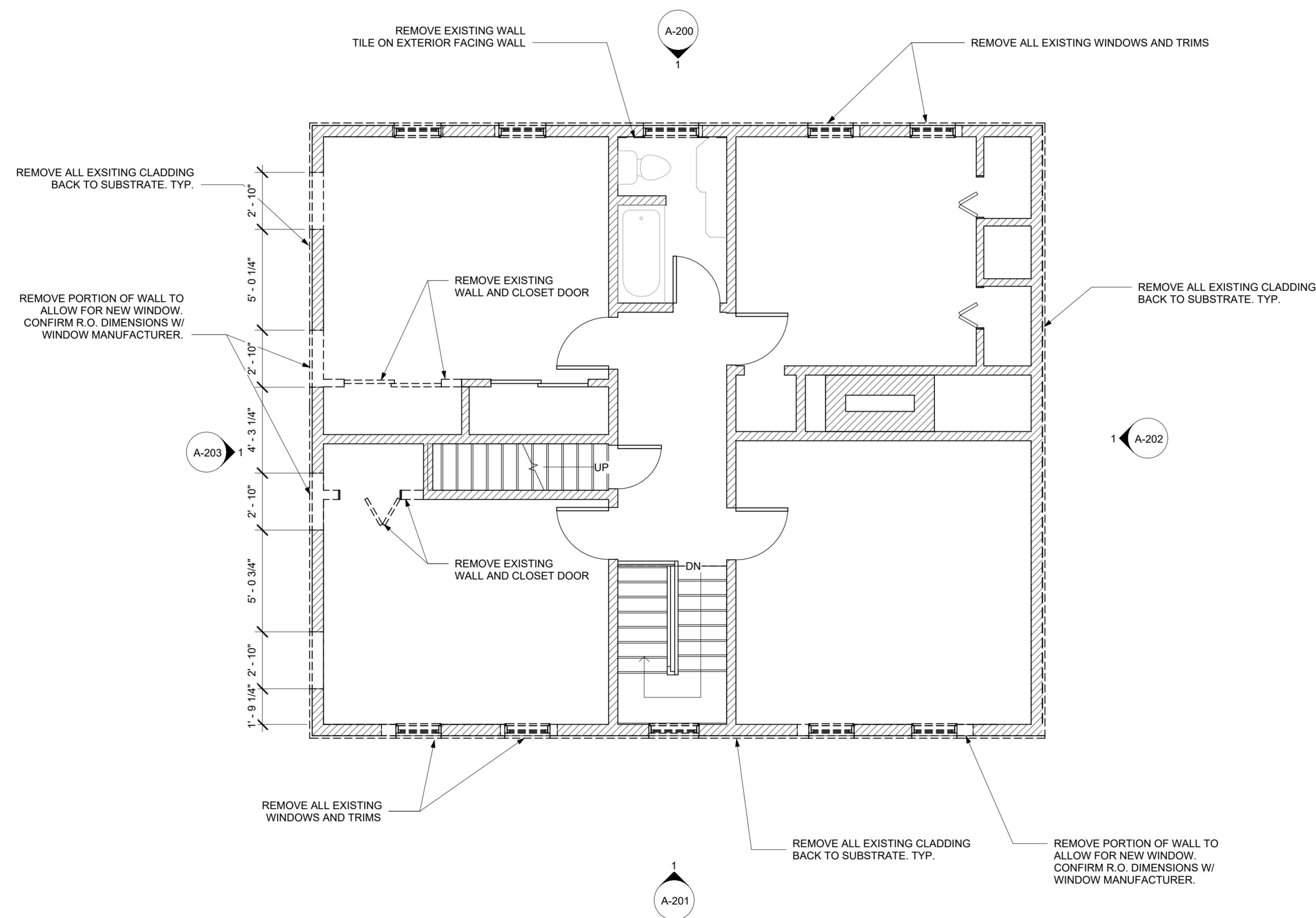
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

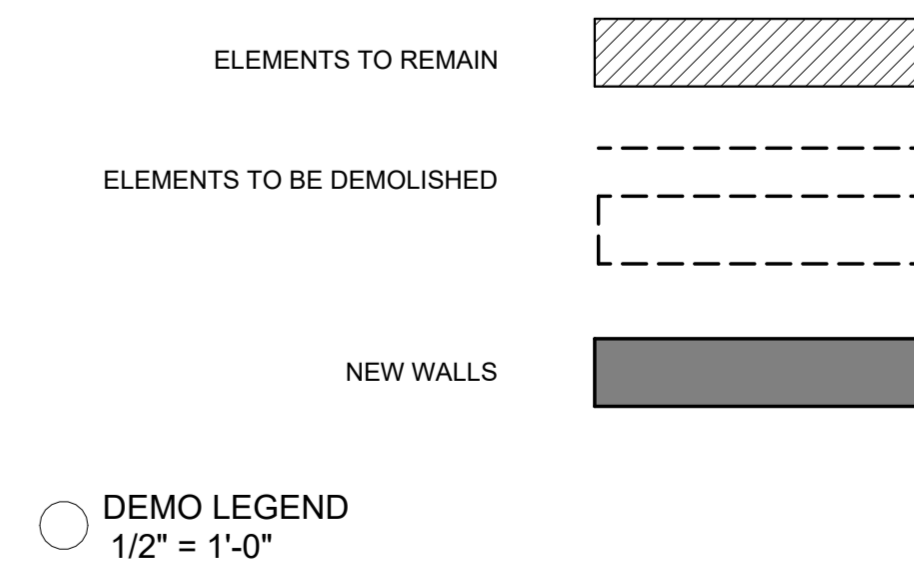
address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

**DEMO FLOOR PLAN -
FIRST LEVEL**

A-101



1 Demolition Plan Second Floor
1/4" = 1'-0"



NOTE

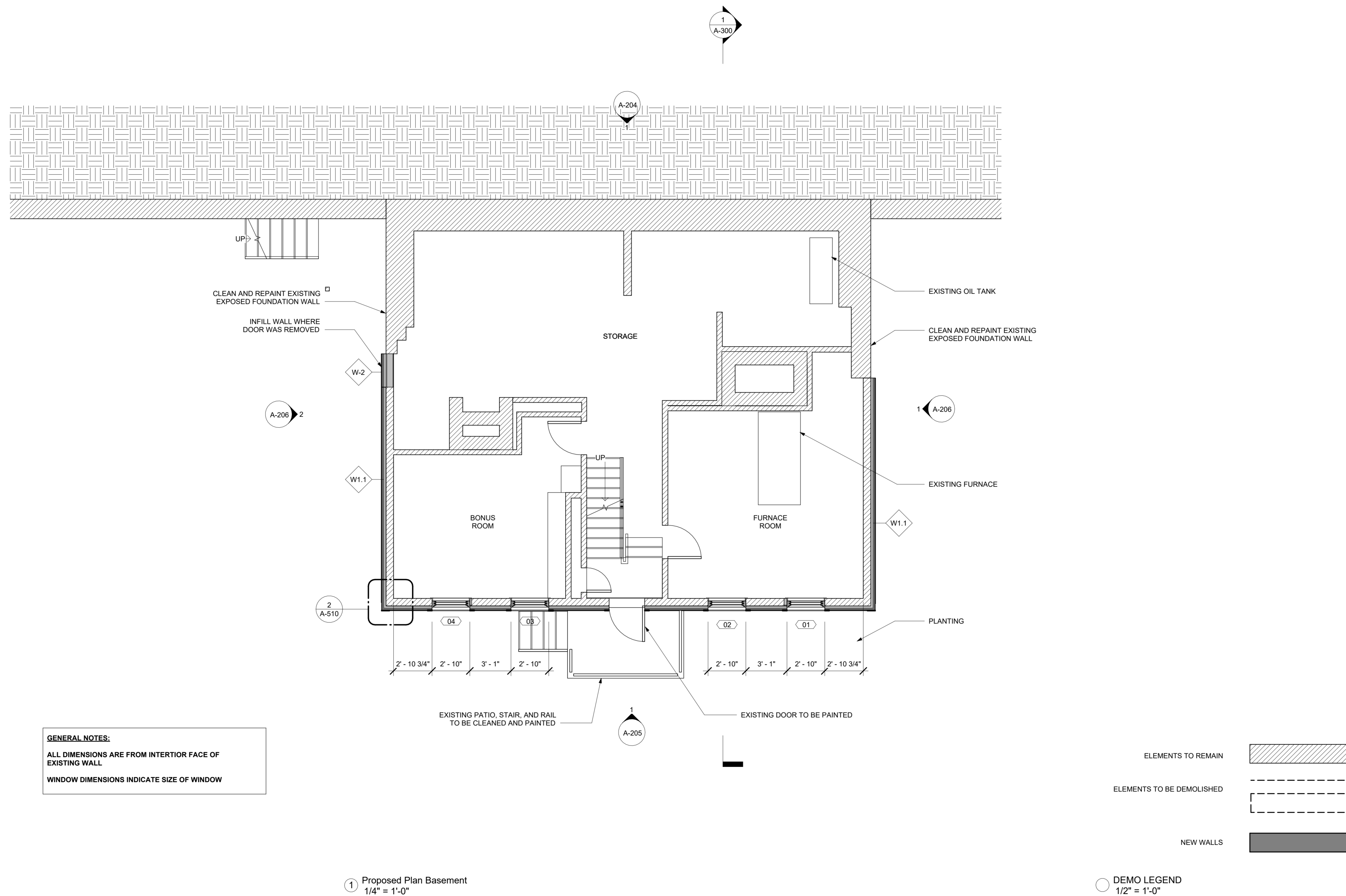
NO.	DATE	DESCRIPTION
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**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

DEMO PLAN - SECOND
LEVEL

A-102



GENERAL NOTES:
ALL DIMENSIONS ARE FROM INTERIOR FACE OF EXISTING WALL
WINDOW DIMENSIONS INDICATE SIZE OF WINDOW

1 Proposed Plan Basement
1/4" = 1'-0"

NOTE

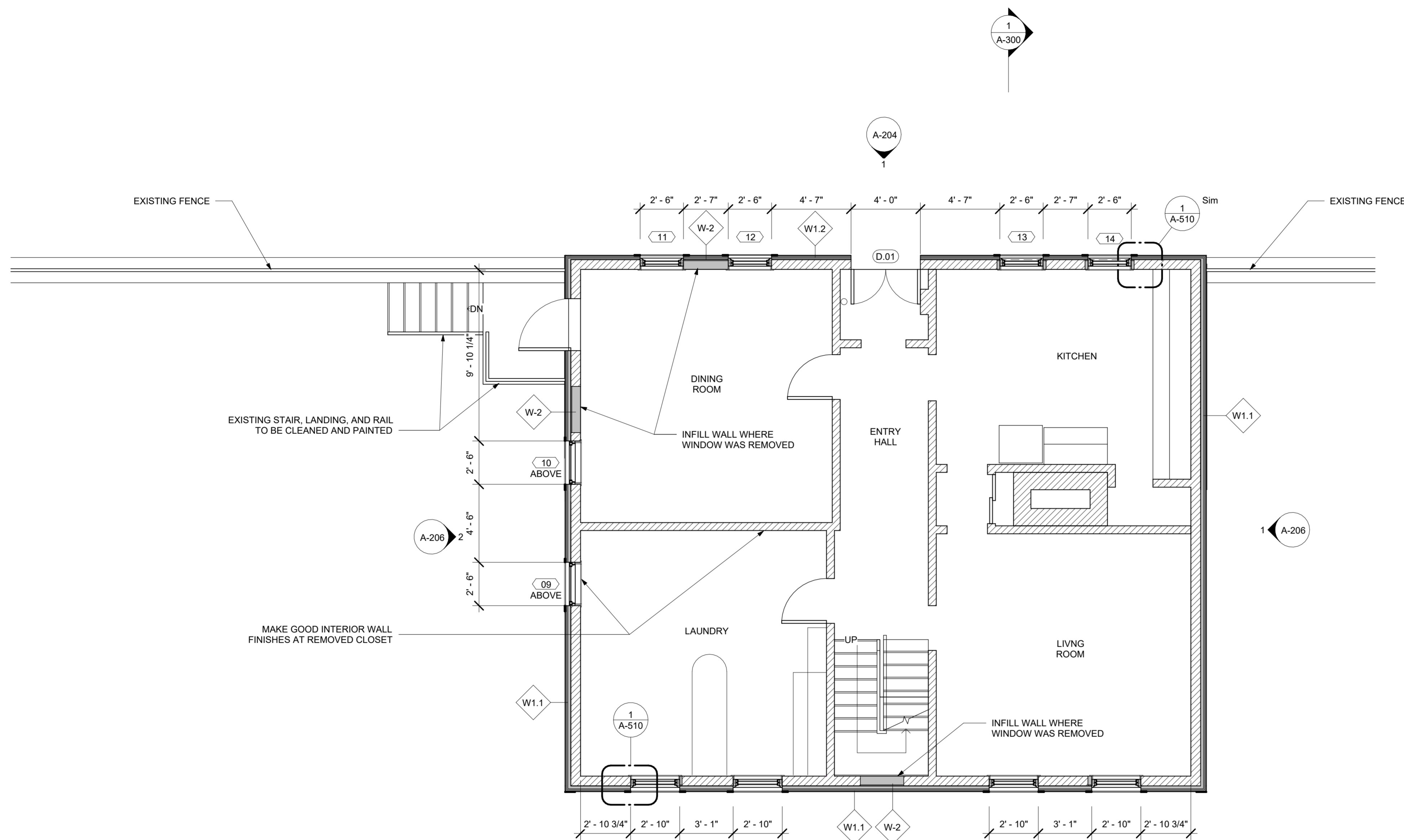
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

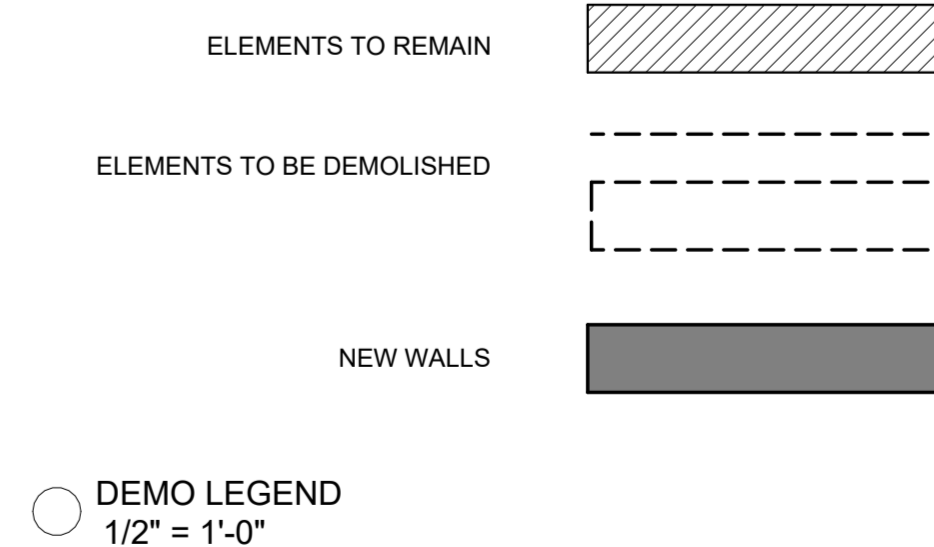
**PROPOSED PLAN -
BASEMENT**

A-103



GENERAL NOTES:
ALL DIMENSIONS ARE FROM INTERIOR FACE OF EXISTING WALL
WINDOW DIMENSIONS INDICATE SIZE OF WINDOW

1 Proposed Plan First Floor
1/4" = 1'-0"



NOTE

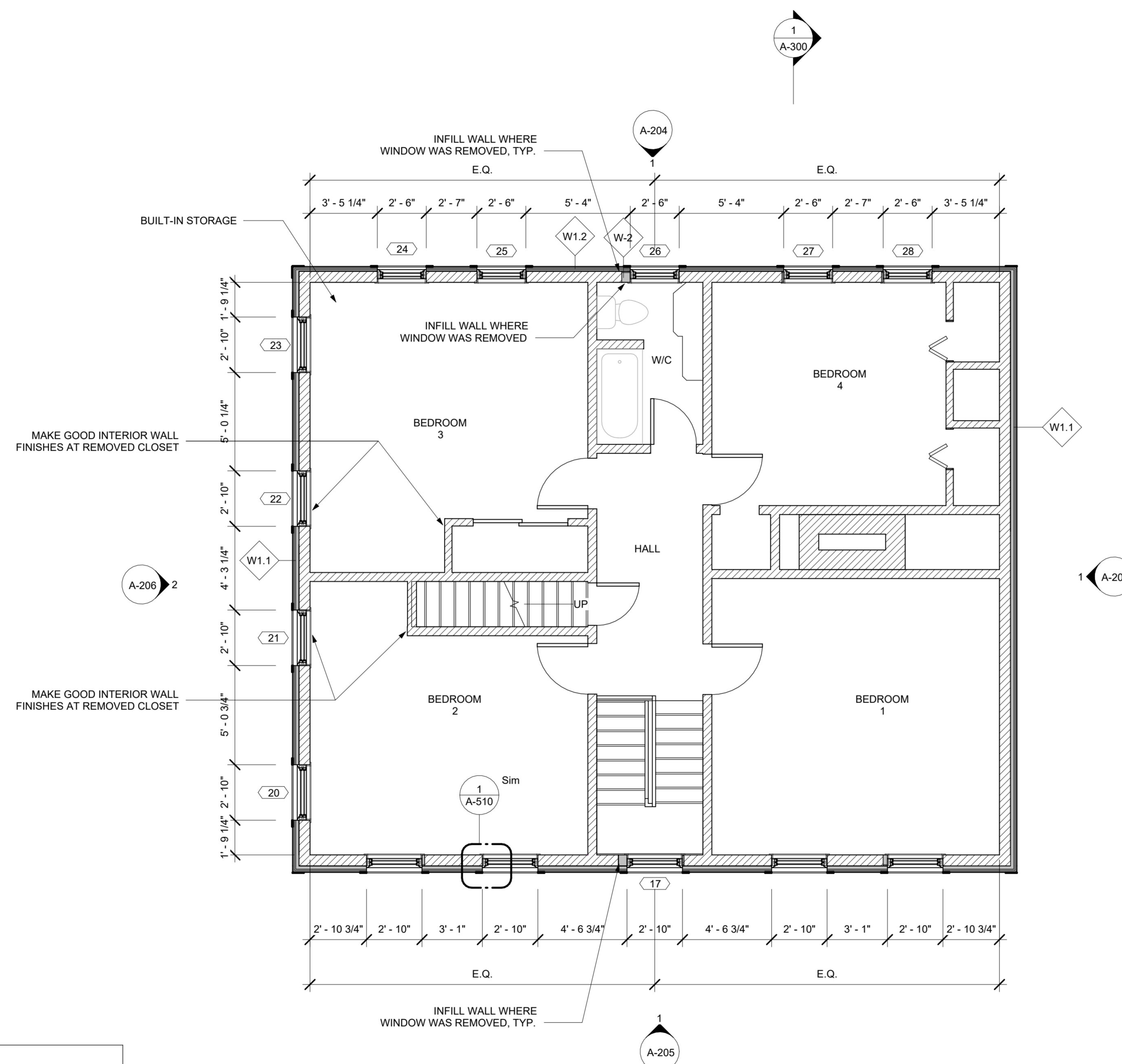
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RENOVATION:
Phase 1 Exterior
Recladding**

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Lunenburg, NS B0J 2C0
client:
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Meredith Hayward
date:
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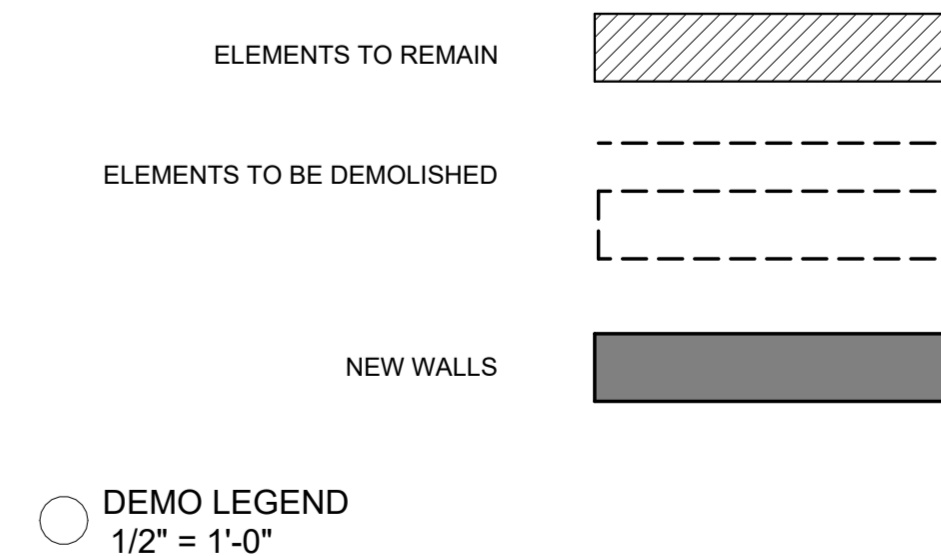
**PROPOSED PLAN -
FIRST LEVEL**

A-104



GENERAL NOTES:
ALL DIMENSIONS ARE FROM INTERIOR FACE OF EXISTING WALL
WINDOW DIMENSIONS INDICATE SIZE OF WINDOW

1 Proposed Plan Second Floor
1/4" = 1'-0"



NOTE

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**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

**PROPOSED PLAN -
SECOND LEVEL**

A-105



① Demolition Elevation-North
1/4" = 1'-0"

NOTE

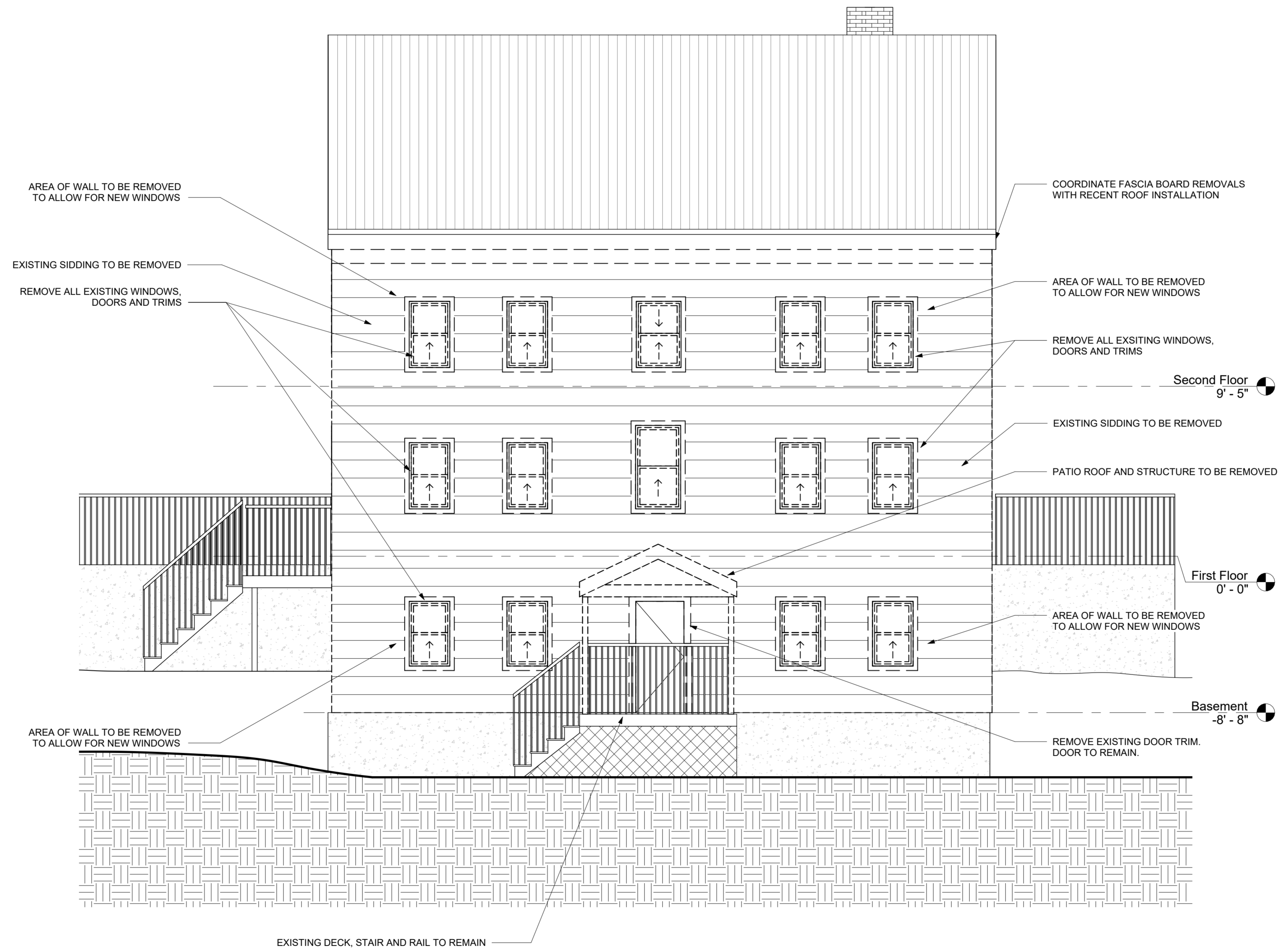
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**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

address:
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Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

DEMO ELEVATION -
NORTH

A-200



1 Demolition Elevation-South
1/4" = 1'-0"

NOTE

NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

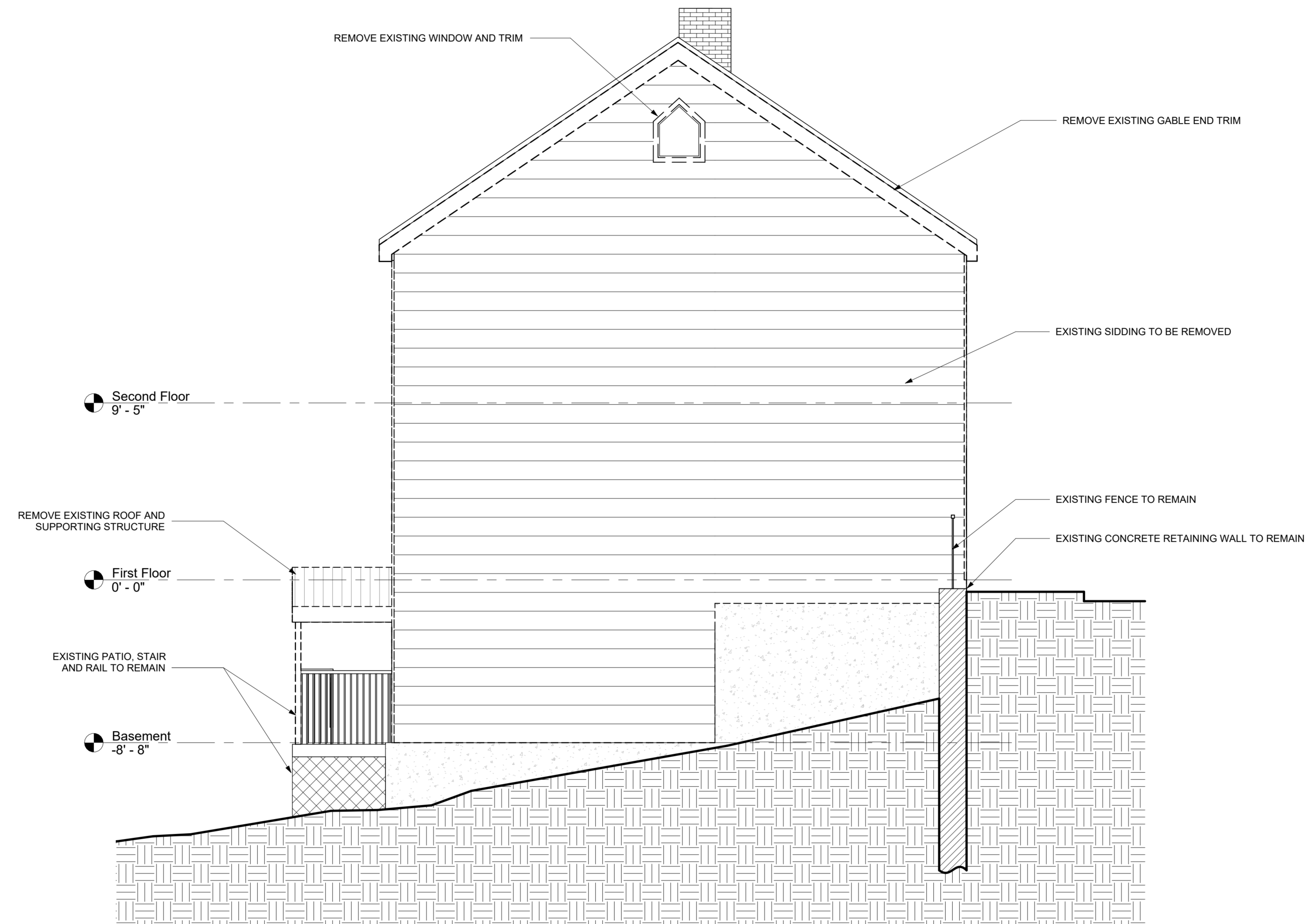
**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

DEMO ELEVATION -
SOUTH

A-201

\\WE\WORKSPACE\Users\Browne\Projects\PELHAM ST - Lunenburg\Drawings\CD\Phase 1\Permit-2024.rvt



① Demolition Elevation-East
1/4" = 1'-0"

NOTE

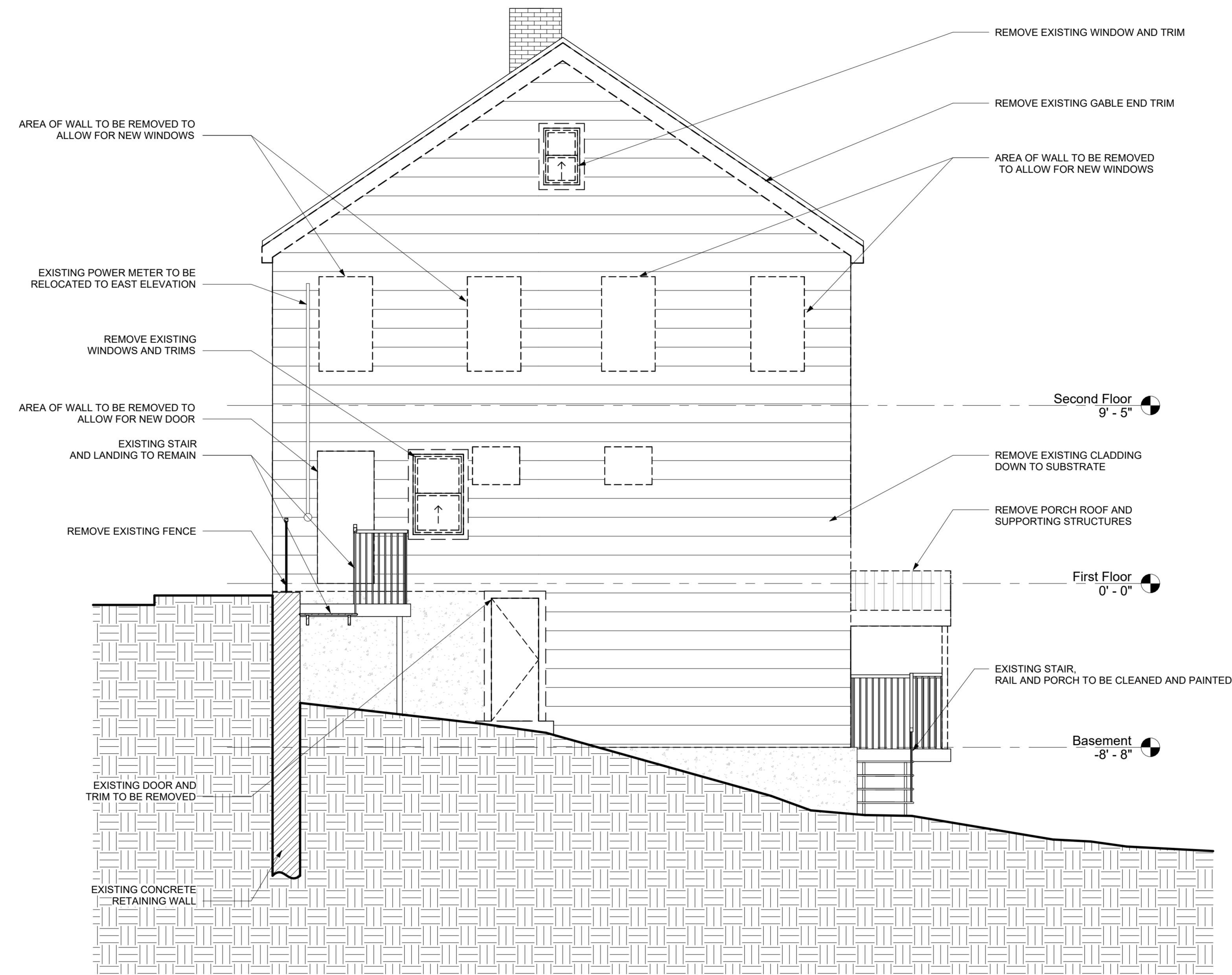
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**PELHAM STREET
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Phase 1 Exterior
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Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

DEMO ELEVATION -
EAST

A-202



① Demolition Elevation-West
1/4" = 1'-0"

NOTE

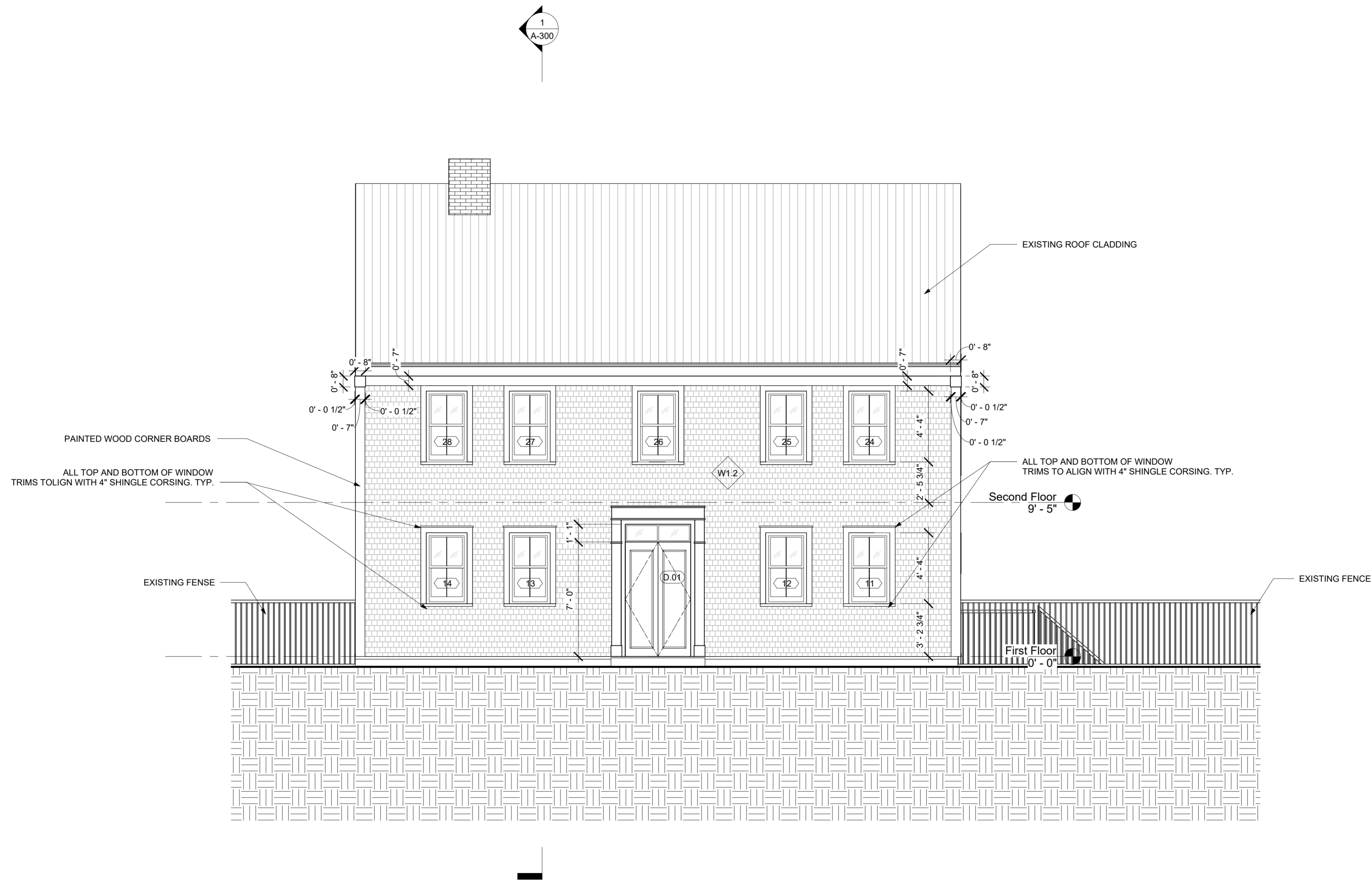
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

DEMO ELEVATION -
WEST

A-203



1 Proposed Elevation - North
1/4" = 1'-0"

NOTE

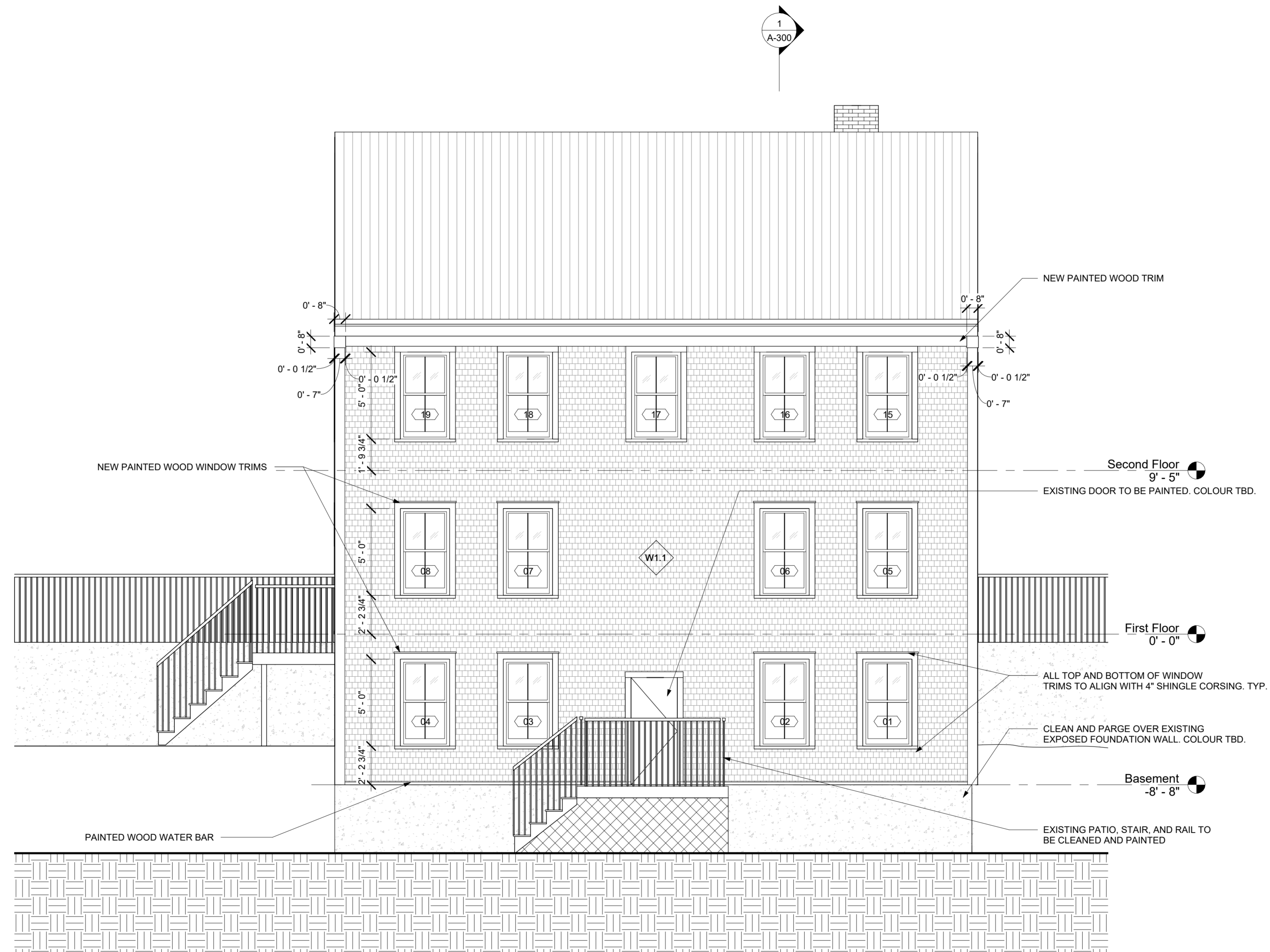
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

PROPOSED
ELEVATION - NORTH

A-204



1 Proposed Elevation - South
1/4" = 1'-0"

NOTE

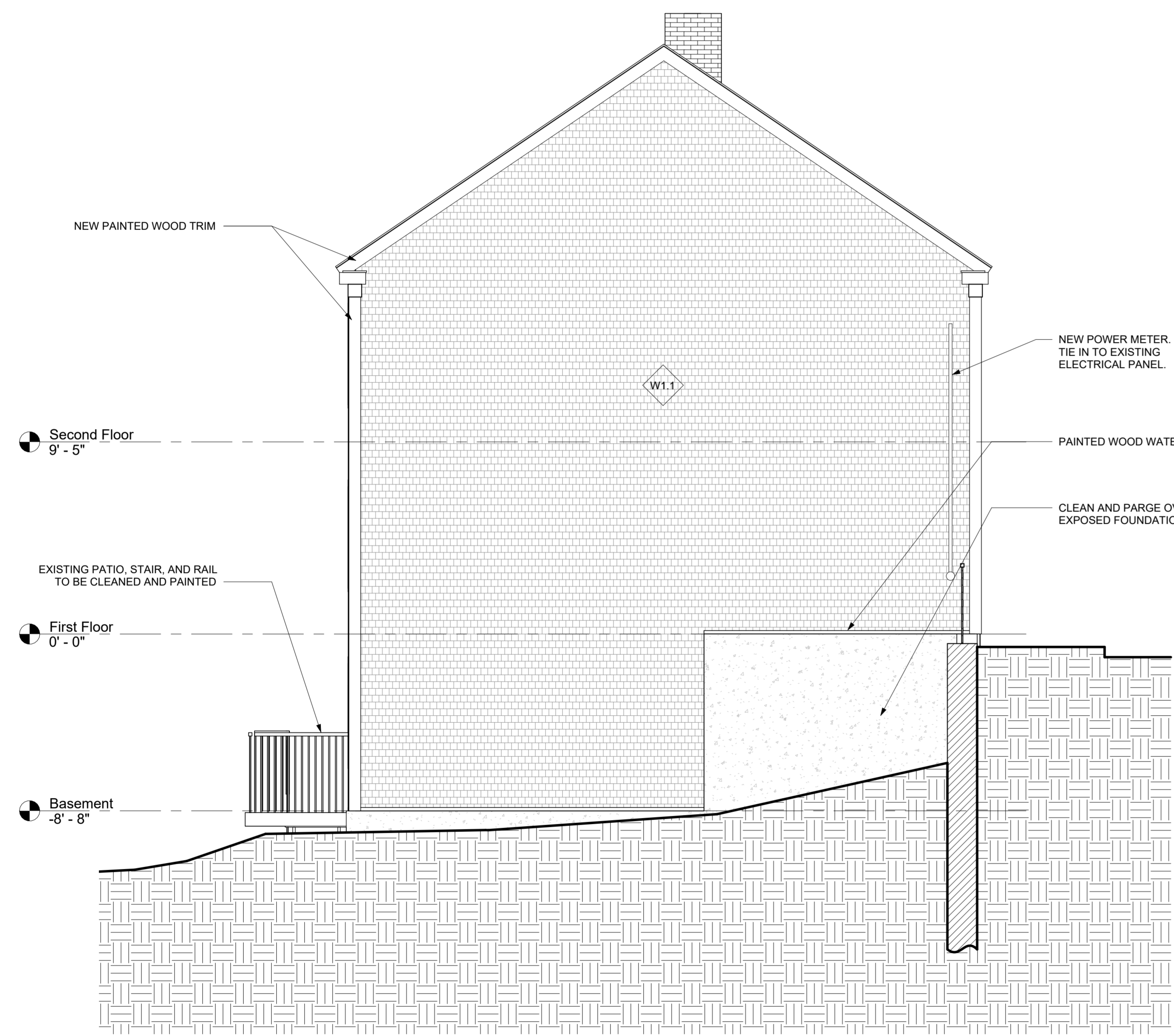
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

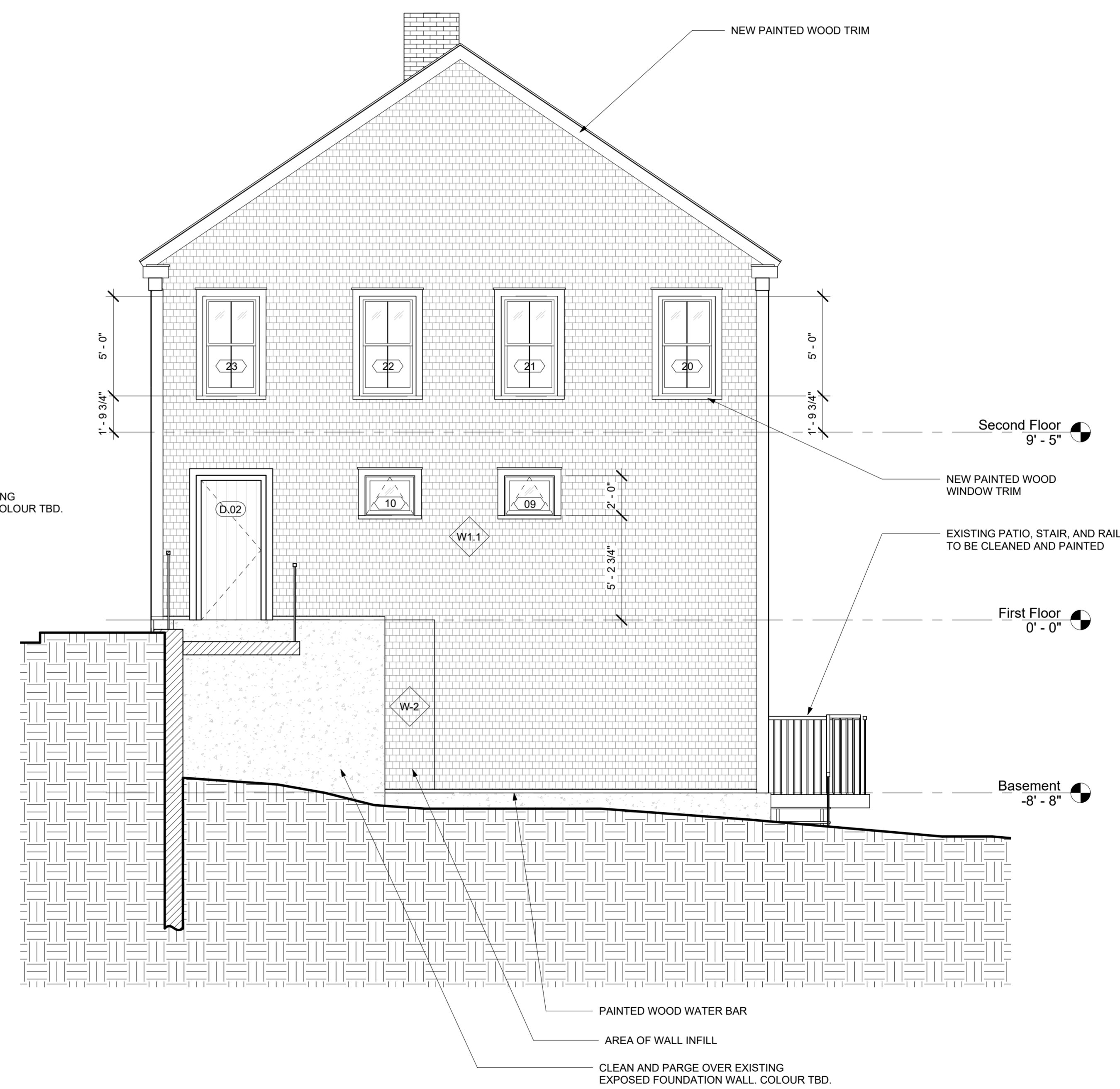
address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

PROPOSED
ELEVATION - SOUTH

A-205



① Proposed Elevation - East
1/4" = 1'-0"



② Proposed Elevation - West
1/4" = 1'-0"

NOTE

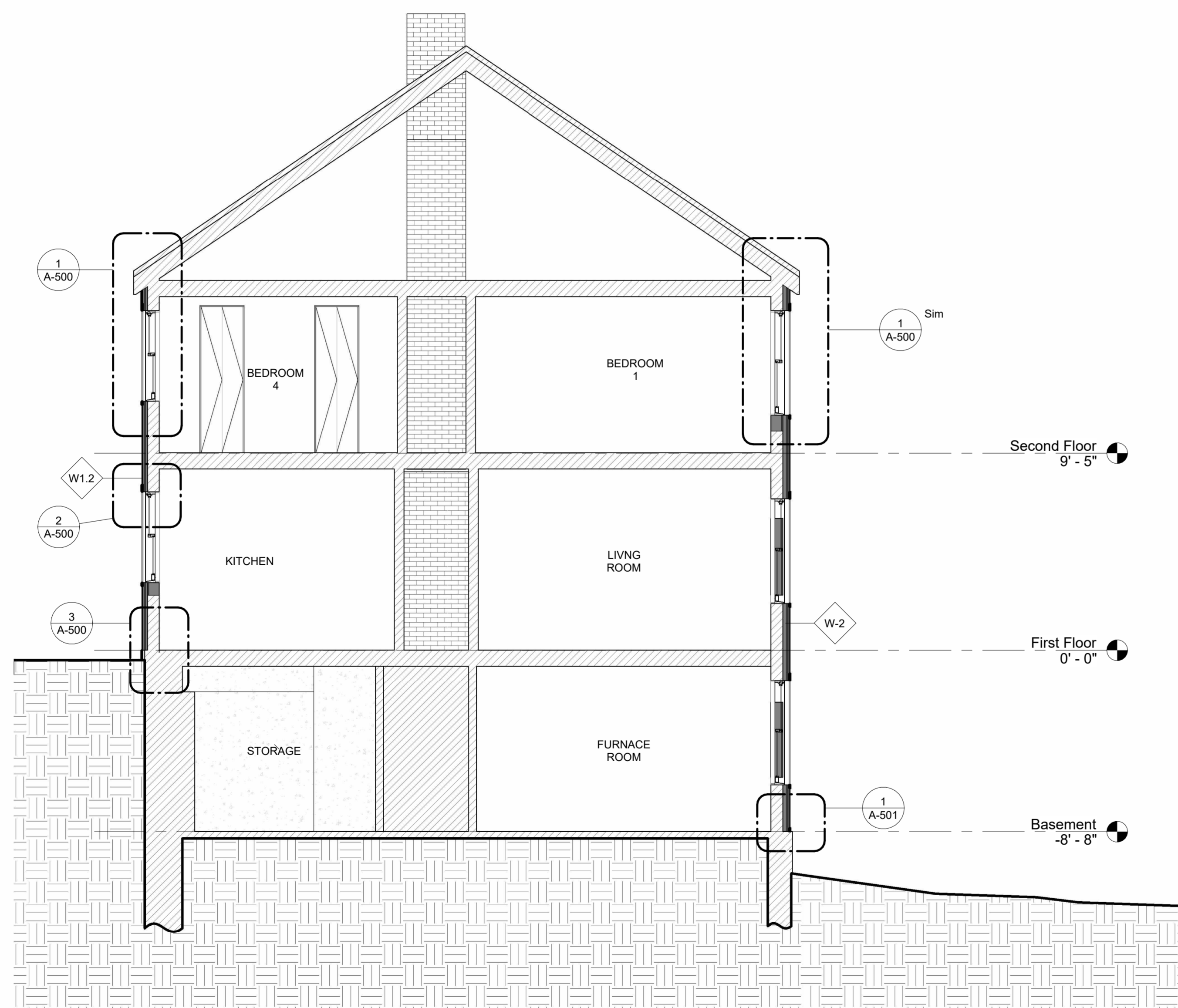
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

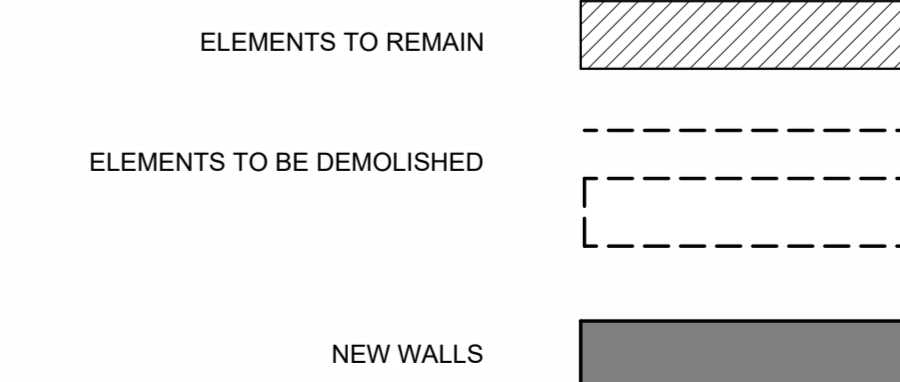
address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

PROPOSED
ELEVATION - EAST &
WEST

A-206



1 Proposed Section
1/4" = 1'-0"



DEMO LEGEND
1/2" = 1'-0"

NOTE

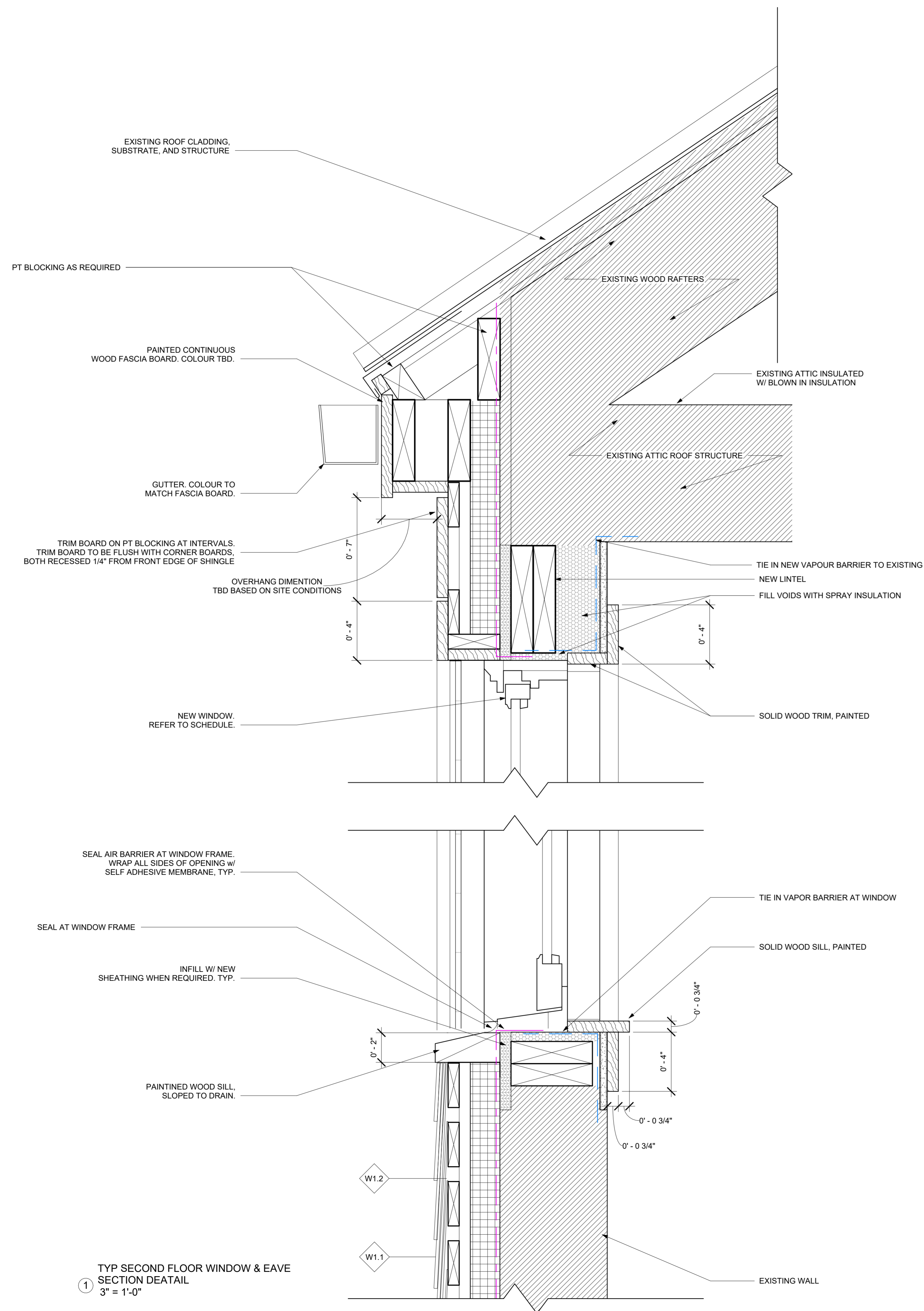
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

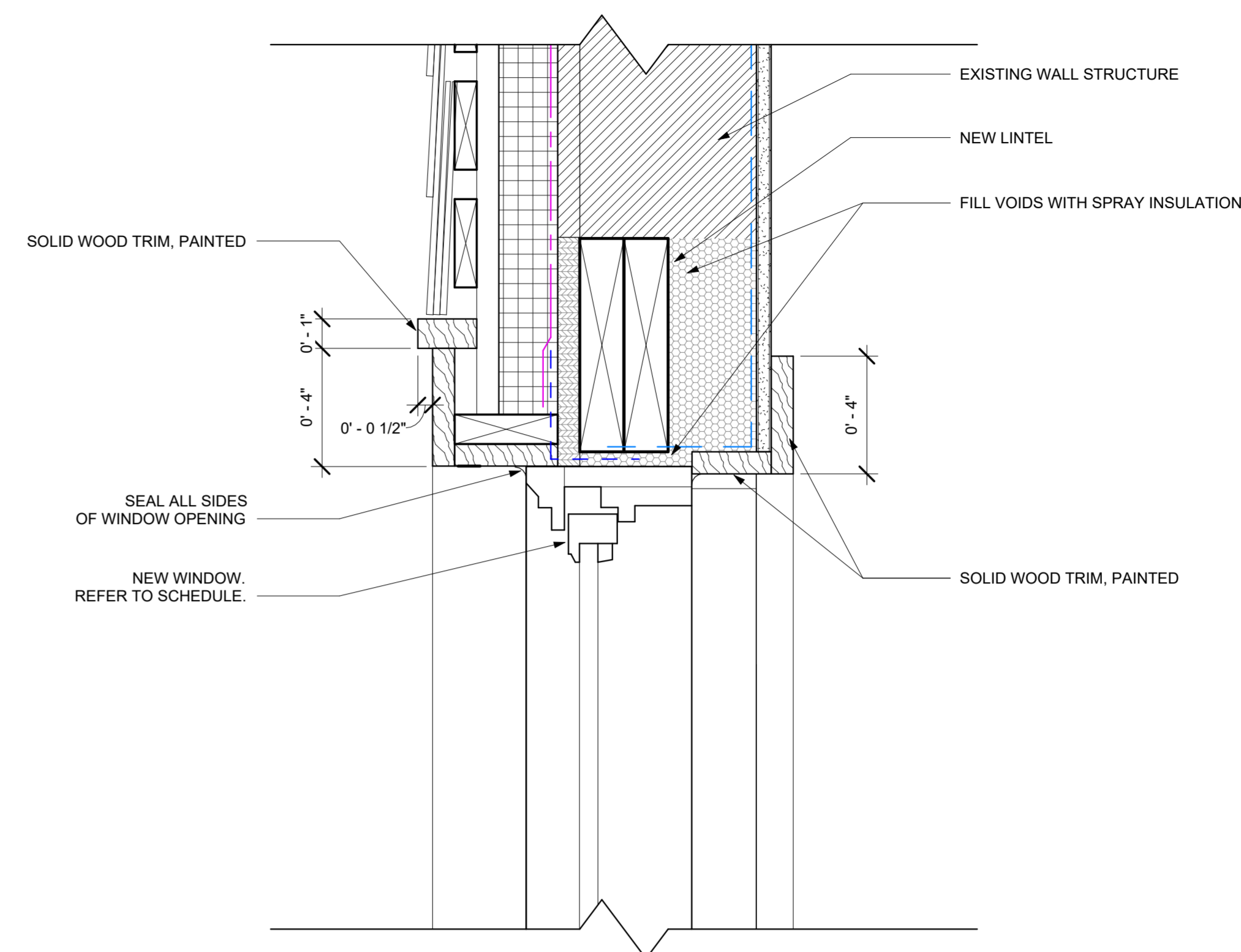
address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

BUILDING SECTIONS

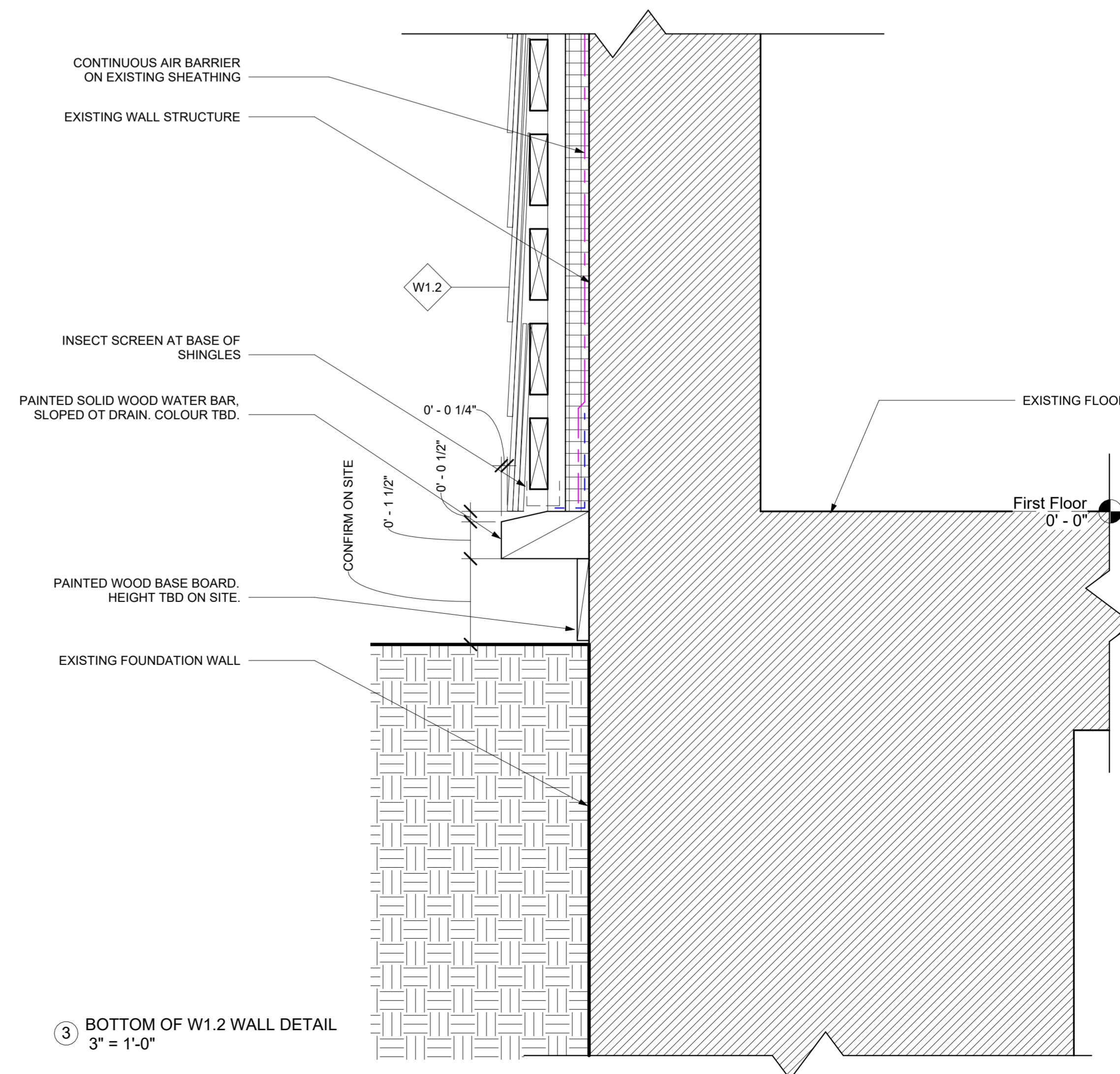
A-300



① TYP SECOND FLOOR WINDOW & EAVE SECTION DETAIL
3" = 1'-0"



② TYP. WINDOW HEAD
3" = 1'-0"



③ BOTTOM OF W1.2 WALL DETAIL
3" = 1'-0"

NOTE

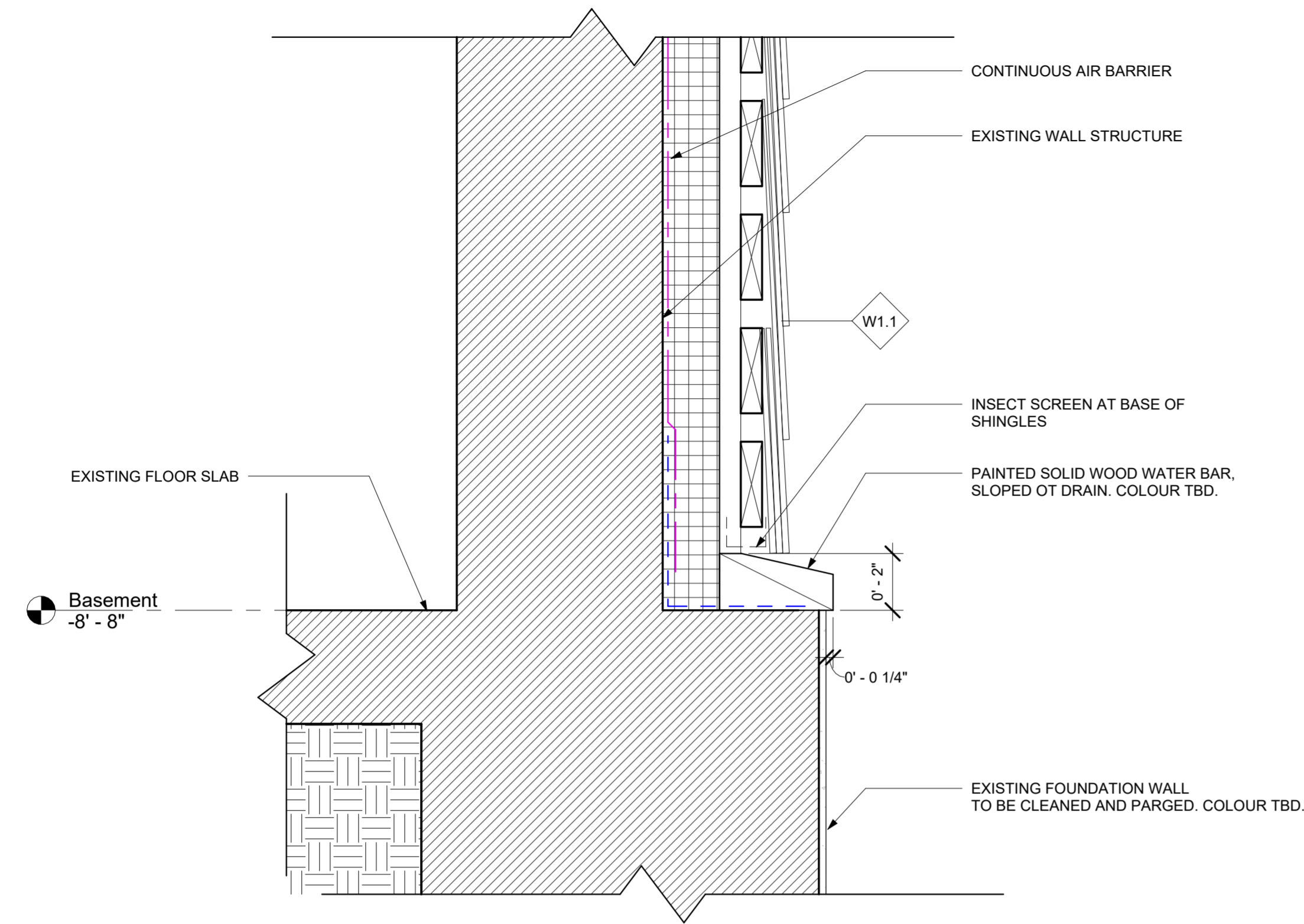
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

SECTION DETAILS

A-500



TOP OF FOUNDATION WALL DETAIL
WHERE FOUNDATION IS PROUD OF
WALL
①
3" = 1'-0"

NOTE

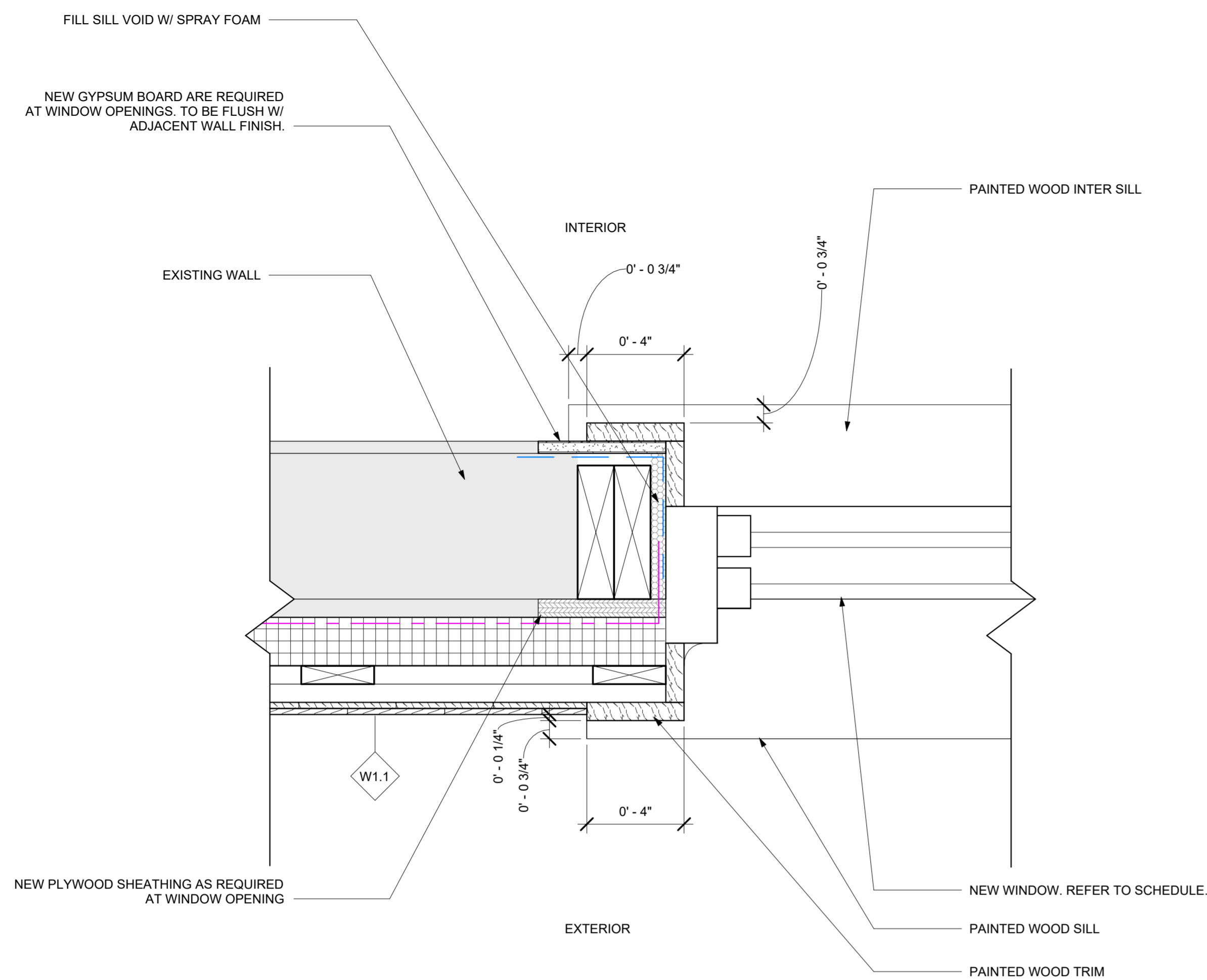
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

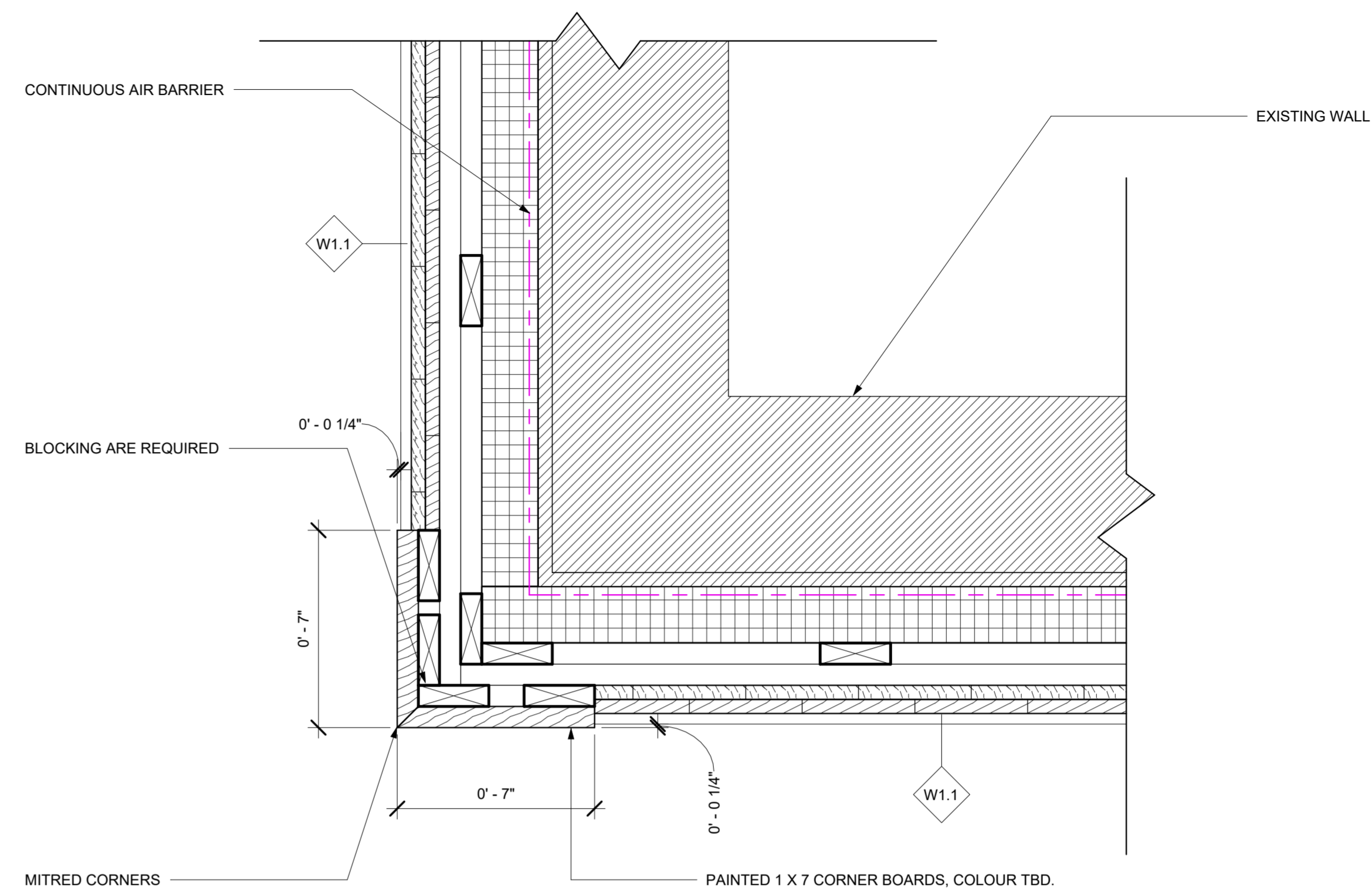
address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

SECTION DETAILS

A-501



① TYP. WINDOW JAMB DETAIL
3" = 1'-0"



② TYP. CORNER BOARD DETAIL
3" = 1'-0"

NOTE

NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

PLAN DETAIL

A-510

NOTE

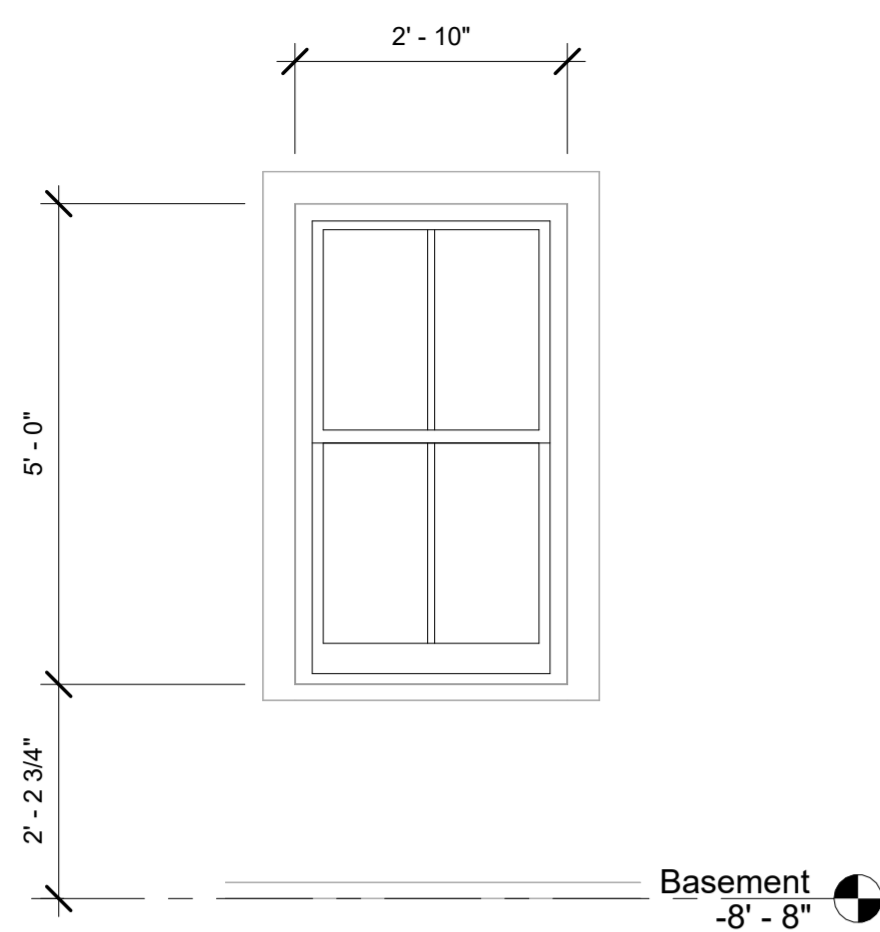
NO.	DATE	DESCRIPTION
1	2025-09-17	Issued for Permit

**PELHAM STREET
RENOVATION:
Phase 1 Exterior
Recladding**

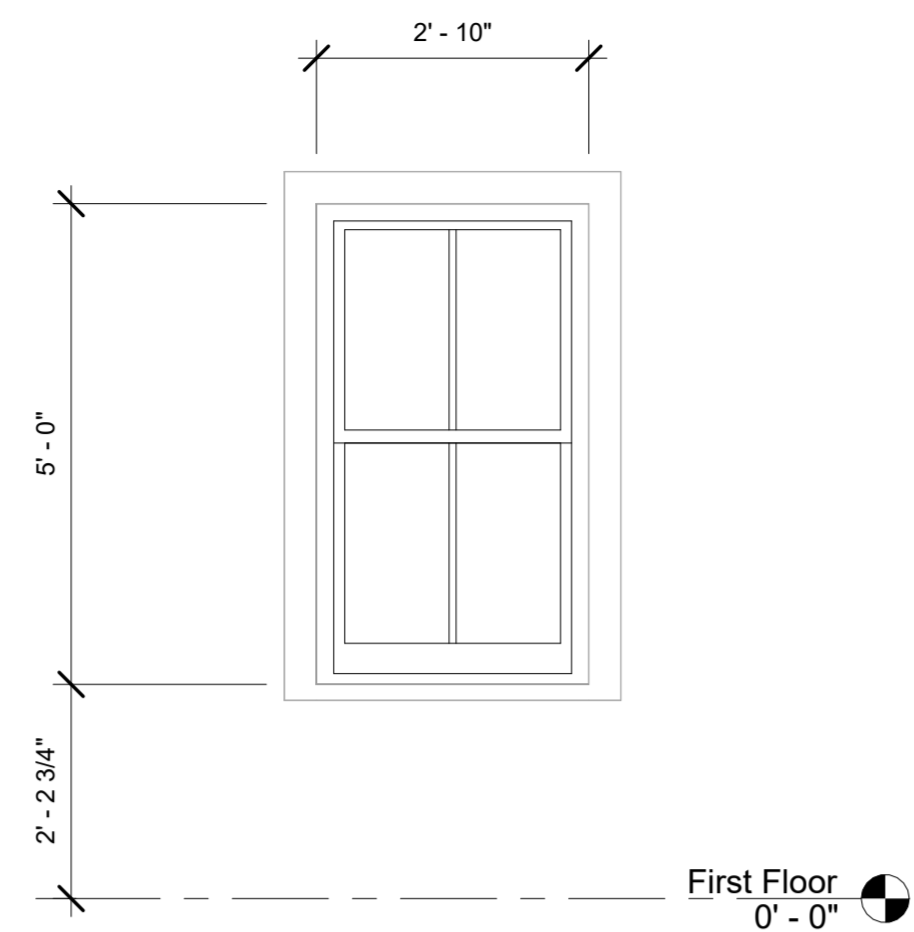
address:
66 Pelham St
Lunenburg, NS B0J 2C0
client:
Lachlan MacQuarrie &
Meredith Hayward
date:
December 4 2024

**SCHEDULE - WINDOW
& DOOR**

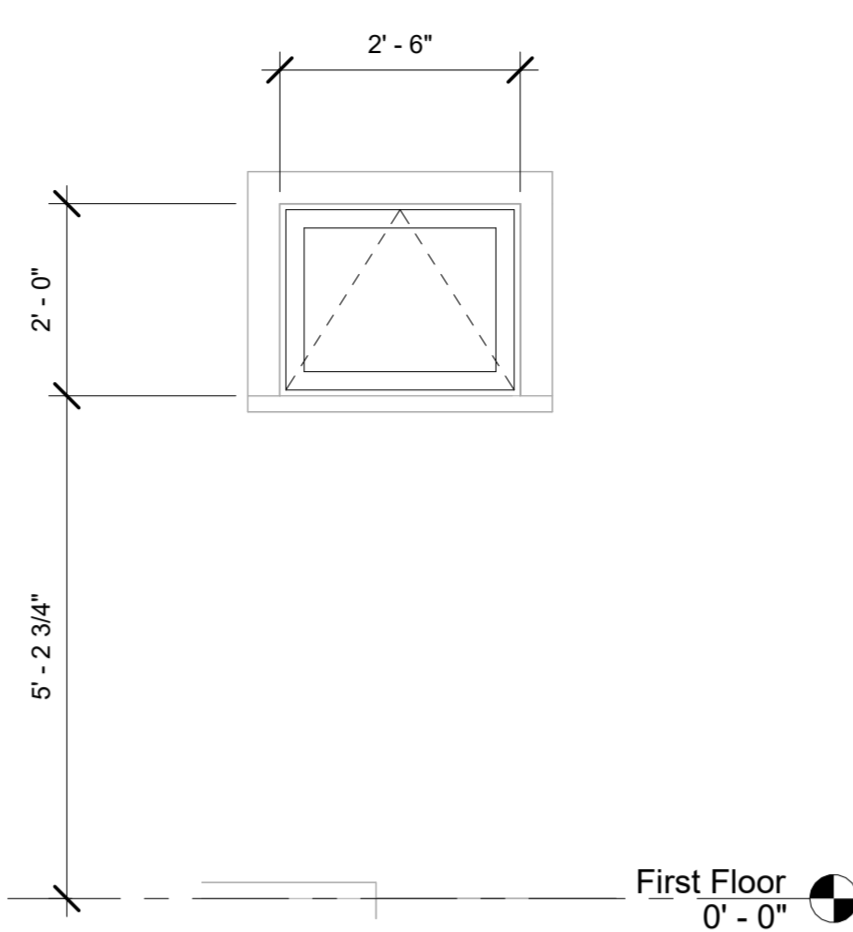
A-600



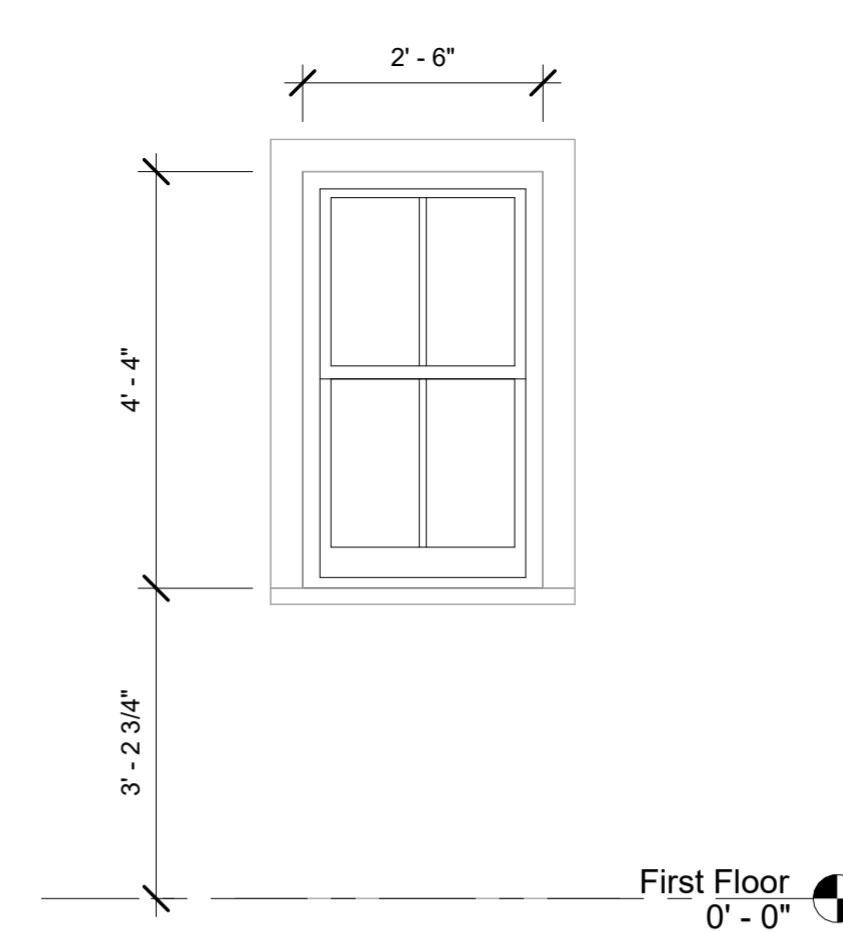
① Windows - 01, 02, 03 + 04
1/2" = 1'-0"



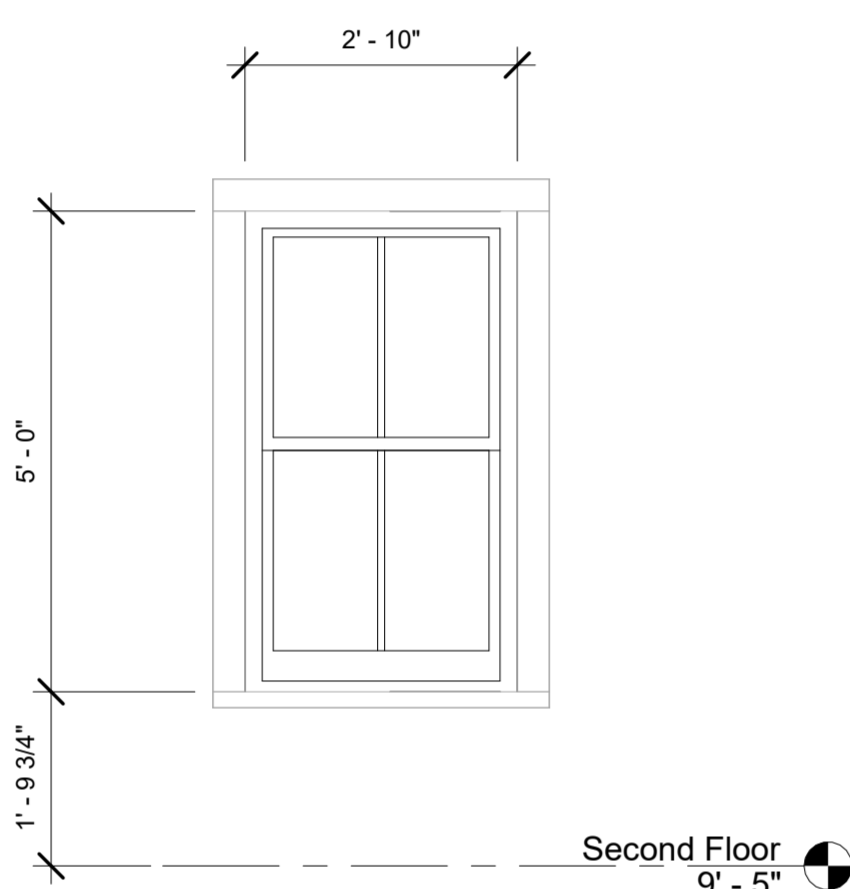
② Windows - 05, 06, 07 + 08
1/2" = 1'-0"



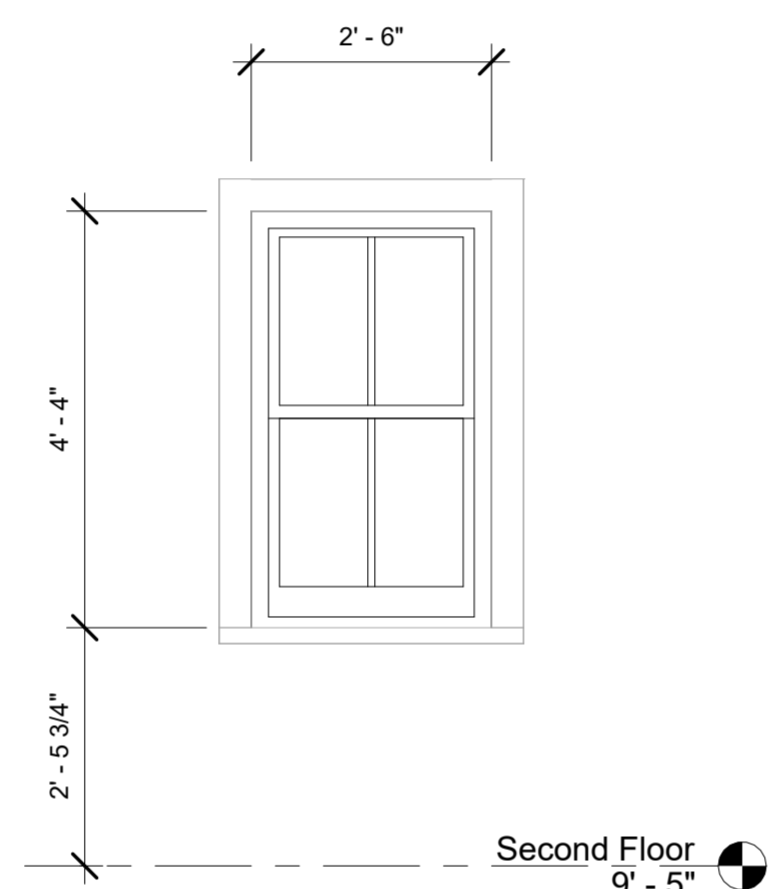
③ Windows - 09 + 10
1/2" = 1'-0"



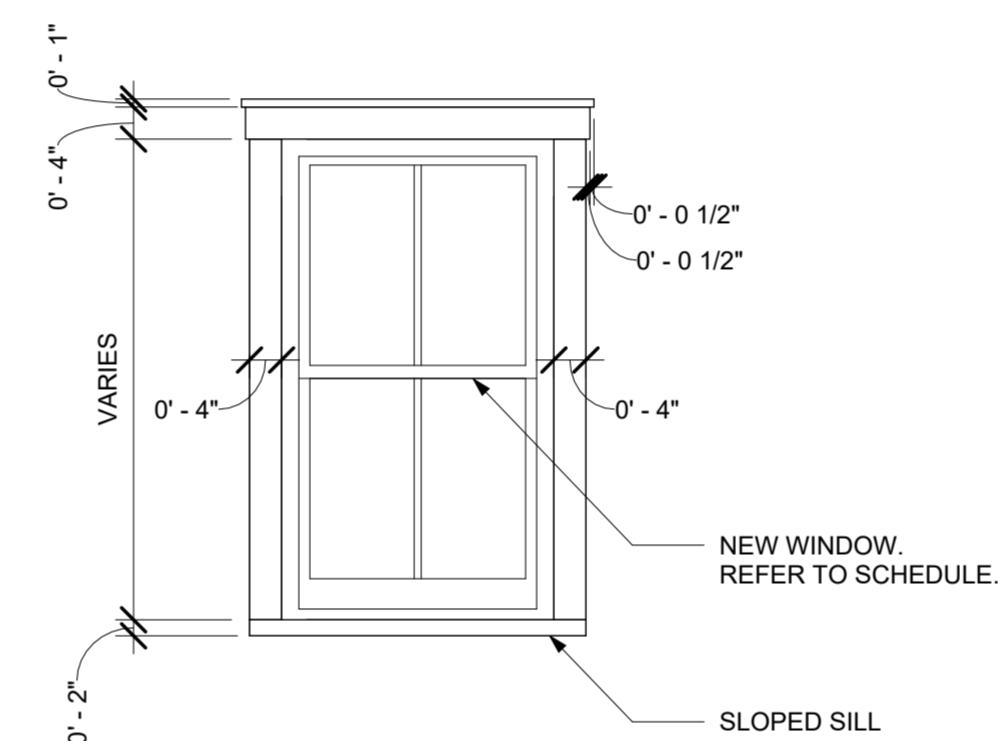
④ Windows - 11, 12, 13 + 14
1/2" = 1'-0"



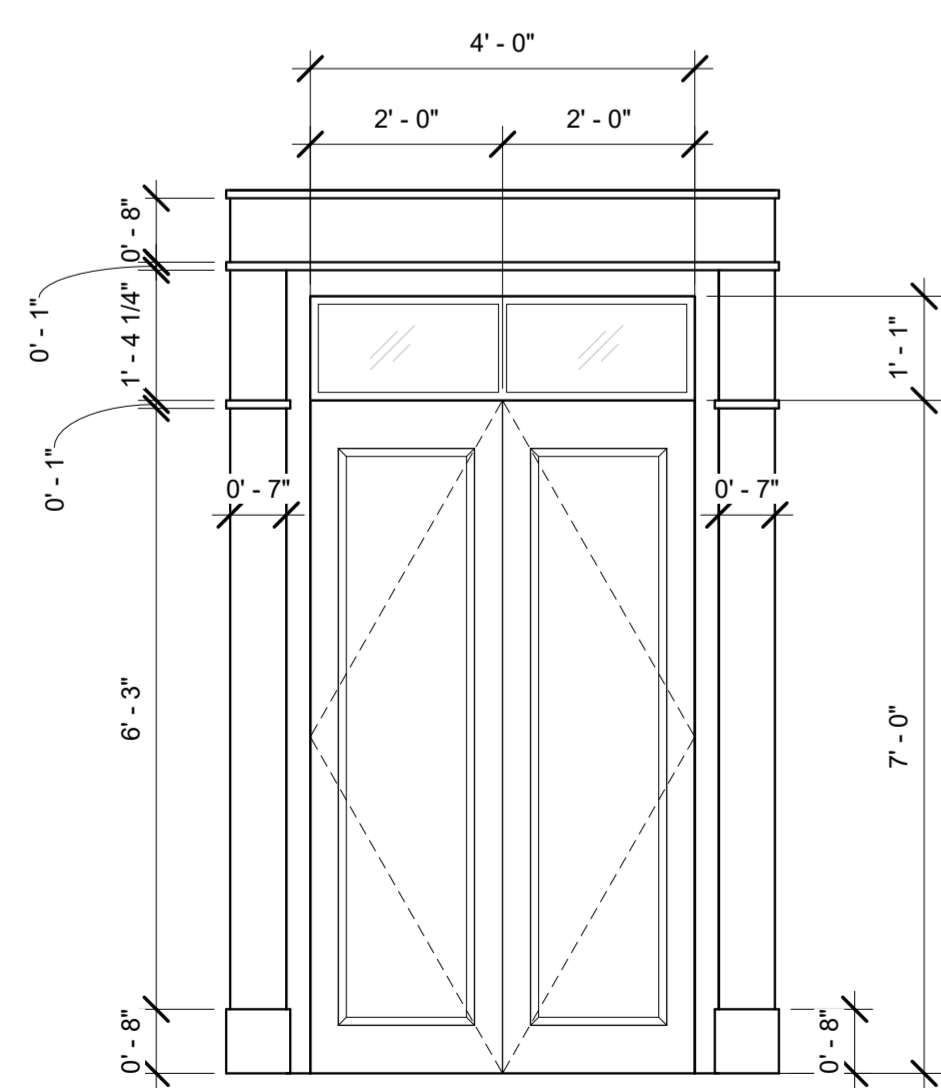
⑤ Windows - 15, 16, 17, 18, 19, 20, 21, 22, +
23
1/2" = 1'-0"



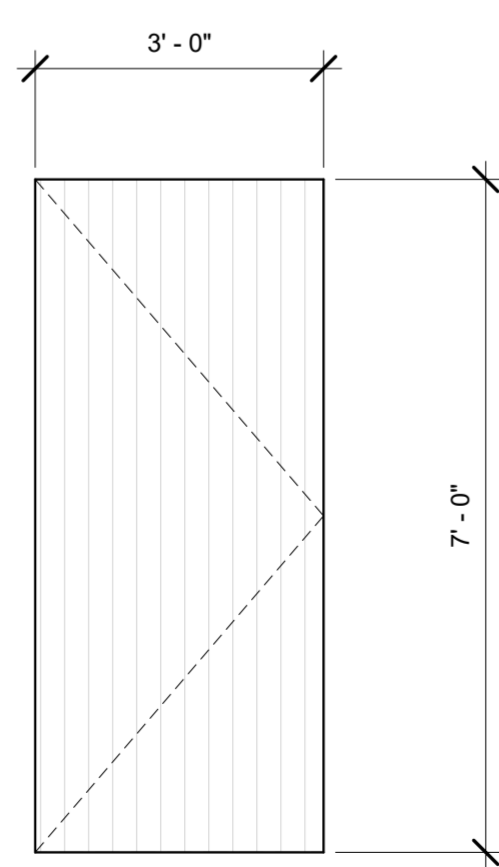
⑥ Windows - 24, 25, 26, 27 + 28
1/2" = 1'-0"



⑦ TYP. EXTERIOR WINDOW TRIM
1/2" = 1'-0"



D.01
EXTERIOR WOOD DOOR
PAINTED



D.02
INSULATED EXTERIOR WOOD DOOR
VERTICAL SLATS, PAINTED

○ DOORS
1/2" = 1'-0"

Subject: 158 Lincoln – Additional Door Opening

Prepared by: Laura LeGresley, Heritage Officer

Date: November 13th, 2025



Recommendations

That the Heritage Advisory Committee support the proposed replacement of the right-hand window with a door opening, given that the existing opening dimensions, including width, are maintained with no alteration to the overall proportions of the storefront façade.

That the Heritage Advisory Committee not support the proposed alteration to replace the right-hand window with a door opening, on the basis that the proposed change introduces a new opening may detract from the historic composition and character-defining features of the storefront.

Background

The proposed exterior renovations to 158 Lincoln Street involve the replacement of a window on the primary façade with a door opening for a necessary exit for a secondary unit.

The building at 158 Lincoln Street is a Character-Defining Commercial Building within the Old Town Lunenburg Heritage Conservation District, subject to Section 5.3 and 5.4 of the HCD By-law.

Under Policy 41 of the Town's Heritage Conservation District By-law, the Heritage Officer may refer any proposal requiring a Certificate of Appropriateness to the Heritage Advisory Committee for comment.



Window to be replaced with door

Discussion

The current storefront of the subject Commercial Building is characterized by a door opening to the left, a central window, and a window to the right, each of which includes a transom window. The proposed renovations involve replacing the right-hand window with a door opening, in order to meet building code requirements for fire safety and to accommodate the addition of a separate second unit with its own entrance.

Under Section 5.4 of the Heritage Conservation District (HCD) By-law, alterations to the dimensions, detailing, and placement of historic windows are prohibited. This provision is crucial as windows are often key character-defining elements that contribute to the heritage value of a property, as they do for 158 Lincoln. Furthermore, Section 5.3 of the HCD By-law advises against the addition of new doors to existing principal façades, as this can detract from the original composition and architectural integrity of the primary façade.

Despite these restrictions, the proposal to replace the existing window with a door opening may be considered, provided the width of the opening remains unchanged. Retaining the original width would help preserve the balance and composition of the façade, thereby maintaining the building's heritage value.

It is also important to ensure that the door style complies with the HCD Plan and By-law stipulations. According to the by-law, new doors must be traditional in design, either solid wood, fiberglass, or metal-paneled, and in keeping with the established character of the building.

Additionally, the by-law specifies that new doorways shall not compete with principal entrances. Historic hierarchies of entrances on buildings should be preserved where they exist, which further emphasizes the need to carefully consider the design and placement of any new entrance.

Staff also note that the proposed alteration is required to comply with building code and fire safety regulations, which introduces an essential safety consideration that must be balanced with heritage preservation.

In light of these considerations, staff request that the Heritage Advisory Committee provide feedback on whether the proposed alterations are consistent with the intent of Sections 5.3 and 5.4, particularly regarding the balance between building code requirements and the preservation of heritage features.

Strategic Plan Relevance

Heritage: Preserve the valuable heritage resources of Lunenburg while embracing an ongoing landscape evolution.

Relevant Legislation

Old Town Lunenburg Heritage Conservation District Plan and Bylaw - Alteration Guidelines for Character Defining Commercial Structures

Nova Scotia Heritage Property By-law

Attachments

Appendix A – Application Package



TOWN OF LUNENBURG
HERITAGE, DEVELOPMENT PERMIT AND ENCROACHMENT LICENSE APPLICATION FORM

Date: Oct 23 2025

Civic Address: 158 Lincoln Street

PID: _____ ZONE: _____ HCD ARCH CONTRL MuDesHER

Applicant Information:

Name: Abigale Levy

Mailing Address: _____

Telephone: _____ Cell: _____ Fax: _____

Email: _____

Property Owner Information:

Same as applicant/owner

Name: _____

Mailing Address: _____

Telephone: _____ Cell: _____ Fax: _____

Email: _____

Proposed Use and Construction:

Current use:

- Single-unit dwelling Describe: _____
- Multiple occupancy Describe: _____
- Commercial Describe: _____
- Institutional Describe: _____
- Other Describe: _____

Proposed use:

- No change
- Change to _____

Proposed scope of project:

1. Add sign to the front of the building, the sign will fit the existing brackets and be the same size as the previous sign.
2. _____

Contractor Information:

Same as applicant; or

Name: Paul Wile (signs yesterday) Telephone: _____

Email: _____ Cell: _____

Documentation attached:

- Location Plan showing distances to lot lines
- Photograph of existing conditions
- Elevation drawings
- Other Sign proof w dimensions

Permits/Fees:

- Old Town Heritage Certificate of Appropriateness (free)
- Heritage Permit (free)
- Development Permit (free)
- Encroachment License (\$100.00 plus HST)
- Indemnification Agreement for a portable/sandwich board sign

Applicant Declaration:

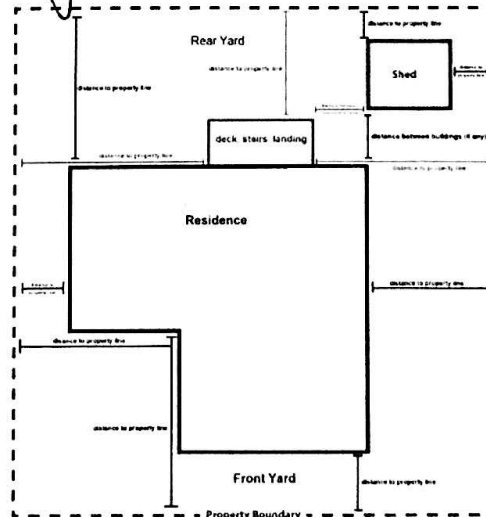
I solemnly declare:

1. That I am the authorized agent of the owner/the owner named in this application for a permit.
2. If the owner is a corporation or partnership, I have the authority to sign for the corporation or partnership.
3. That the plans and specifications submitted are prepared for the construction or alteration of the building or buildings described.
4. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge and made with a full knowledge of the circumstances connected with the same.
5. It is clearly understood by the undersigned that this is only an application and does not authorize the applicant to proceed with any work until all required permits are issued.
6. It is clearly understood by the undersigned that the changes in the design must be submitted for approval prior to construction.

Signature of Authorized Applicant: _____

Date: Oct 23/25

Sample Location Plan:

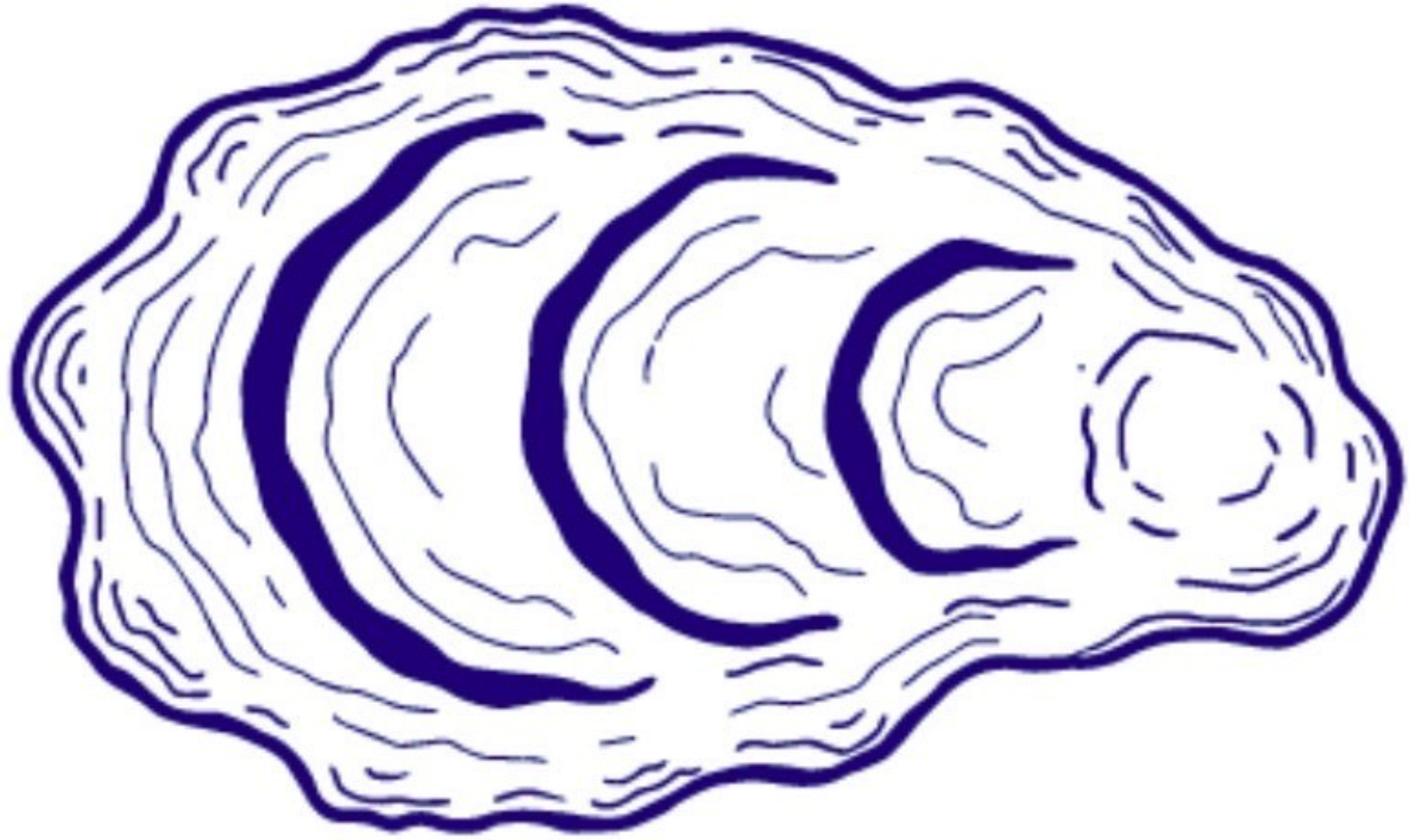


Office Use only:

Encroachment (GENC)

36.00"

48.00"



CAM'S COASTAL CATERING