

[00053:197:10873]

# BUILDING APPLICATION FORM

WELLINGTON,

Date 5 APR 1919 19 19

To the City Engineer,  
Wellington.

SIR,

I hereby apply for permission to Create a new Council  
in Courtenay Place Street, Section  
part of Town Acre near Stewart  
of Wellington according to Plans and Specifications  
deposited herewith at the estimated cost of £ 3700

Yours faithfully,

Postal Address 9 Lloyd St  
Wellington

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**SPECIFICATION OF WORKS AND MATERIALS**

required in the erection of Buildings, containing  
SHOP, DWELLING and WORKSHOP on Section 8, Town  
Acre 277, in Courtenay Place, for Mr. James Stewart.

## CONCRETE WORK.

The buildings shewn on the plans, i.e., the shop and dwelling, and the workshop, are to be constructed with re-inforced concrete.

The walls to be constructed in concrete are tinted green-gray on plans. (Partitions in shop, dwelling and workshop, coloured seina on plans are to be constructed with timber.)

The first floor of the shop-dwelling building is to be constructed with re-inforced concrete.

The ground floors of workshop and shop in principal building, are to be of concrete. This includes the passage at side of shop, and the shop vestibule.

Re-inforcing shall be of steel and is specified under a separate heading. To be placed in position by experienced workmen.

Boxing and strutting is specified under "Carpenters' Work".

All gravel and sand used to be clean, fresh water free from earthy matter and washed if required. All gravel for re-inforced work shall be of a size that will pass through a  $\frac{3}{4}$ " diam. ring. Cement to be fresh Portland cement of New Zealand manufacture. To be kept dry in shed when delivered on job.

All concrete to be mixed on a proper platform timber platform, and to be immediately deposited in boxing when mixed.

All ~~materials~~ materials for concrete to be measured out with properly constructed gauges.

Concrete to be deposited in boxing in continuous layers of not less than 6" deep, and to be properly tamped in position and round all steel work.

The concrete for walls and piers of both buildings to be composed of four parts of gravel to one part of cement. To be re-inforced.

The concrete for the first floor of shop-dwelling building to be composed of four parts of gravel to one part of cement. This includes the beams carrying the floor. Floor and beams to be re-inforced.

The thicknesses and dimensions of the above specified walls, piers, floor, and beams are marked on plans.

The concrete for the ground floors of workshop, and shop-dwelling building is to be composed of five parts of gravel to one part of cement. To be laid true, ~~5 1/2" thick~~ 4" thick, and to have an extra thickness of 3" for a width of 2 feet at cart door entrance to workshop. In the concrete for floor of shop, showroom and work room, set in 3"x1 1/2" shaped ht. totara battens to take linoleum. The battens are to be set so that they will finish flush with the finished face of the plaster finishing on top of concrete.

The concrete floors in workshop, and the ground and first floors in main building, are to have a  $\frac{1}{2}$ " thick coat of three to one compo. laid on concrete before the concrete has set, and brought up true and frowelled smooth.

Where concrete walls are erected against the brickwalls of the adjoining buildings, building paper is to be placed between the brick and concrete walls.

On the west side of building where the earth of the adjoining sections is above the floor levels of the new buildings an approved dampproof course of bitumen sheeting or tar asphalt is to be laid on concrete walls.

## PLASTERING.

The front elevations of both buildings are to be plastered with two coats of cement plaster, properly applied, trowelled smooth and finished with all mouldings, ornamentations, lettering, etc., as indicated on plans.

All exposed faces of concrete walls on outside work to be plastered in two coats as specified for front elevations.

Render, float and set the walls and ceilings of shop, showroom, workshop, vestibule, lavatory and the walls of passage, leading to yard, the concrete walls of all rooms and passages on first floor of main building, and the walls of office and storeroom on first floor of workshop.

Lath, plaster, float, and set all timber walls and partitions on ground and first floors of main building, and the inside of partitions forming the office and storeroom in workshop, also the lavatory and cupboard off workshop.

The first coat of plaster work to have clean hair worked in, and to have a one to five proportion of cement added for hardening.

The setting coat to be of pure lime putty with a proportion of Plaster of Paris added.

The floor of vestibule between the street line and window enclosures and entrance doors to be tiled with tiles of the P.C. value of 25/- per yard (cost of tiles). The base of the window enclosure on outside to be tiled also. Tiles to be well soaked and laid on a cement plaster bedding.

The ceilings of all rooms and passages on first floor of main building to be covered on ceiling joists with rough faced Carrara plaster boards properly secured. The ceiling of the passage on ground floor to be covered on joists with similar plaster boards.

Over the joints of the plaster boards fix 3"x1" red pine battens to form panels. In angles of ceilings with walls and on walls in angles fix 4"x1" red pine battens.

## PLUMBER AND DRAINLAYER.

All Plumbing and Drainlaying to be carried out in strict accordance with the City Sanitary By-laws and to the satisfaction of the City Engineer.

Valleys on roof to be laid with No. 24 gauge galvd. iron, 18" wide, beaded at edges.

Spouting for verandah to be of cast iron, ogee moulded, and properly secured. For the roofs of buildings spouting to be moulded out of No. 24 gauge galvd iron and secured to eaves boards with strong galvd iron brackets set at 3ft. centres.

Flashing for roofs to be of 5 lb. lead let into chases in parapets, and plugged with lead plugs, and dressed down over slates at least 8". Lay secret gutters of galvd iron under slates where abutting on walls.

Flash with lead wherever pipes pass through roofs. Flash round the skylight over the passage.

The roof over the workshop is to be covered with the corr. galvd iron at present on the site (the property of the proprietor). Solder and make good any damage to this iron.

Supply and fix over the roof over the passage No. 24 gauge galvd. corr. iron.

All corr. iron to be fixed to sarking with lead headed nails.

RE-INFORCING & METAL WORK.

WORK DONE & UNDOONE-32

The concrete piers, beams over walls, and first floor of main building are to be re-inforced with steel rods. This work to be carried out to details to be supplied and to the satisfaction of the City Engineer.

Piers are to be re-inforced from foundations to parapet, each with four  $\frac{1}{2}$ " diam. rods, tied together every 9" in height with No. 7 galvd. wire. The bases of piers are to have shear and tension rods,  $\frac{1}{2}$ " diam. bent and fixed as detailed.

Walls between the piers are to be re-inforced with  $\frac{1}{2}$ " diam. rods, spaced 12" apart horizontally and vertically and tied at alternate crossings with galvd. wire. Parapet walls to be similarly re-inforced.

Beams supporting floor to be re-inforced, each with five 1" diam. rods, to be turned bent at ends and to have stirrup irons,  $\frac{1}{2}$ " diam. bent round rods every 6" of length of beams. Beams in wall between piers to have four  $\frac{1}{2}$ " diam. rods having  $\frac{1}{2}$ " diam. stirrup irons at 8" centres. The floor to be re-inforced with  $\frac{5}{8}$ " diam. rods, placed at 6" centres at right angles to beams and 8" centres running parallel to beams. Rods to be bent at ends, and to be carried over beams at ends at least 15".

Lintel over the shop front opening to be re-inforced with eight  $\frac{1}{2}$ " diam. rods, having  $\frac{3}{8}$ " diam. stirrup irons secured to rods every 6" of length of rods.

The piers of bay window to be re-inforced each with two  $\frac{1}{2}$ " diam. rods.

The lintel over the bay window to be re-inforced with four  $\frac{1}{2}$ " diam. rods with stirrup irons at 8" centres.

Stair in main building to be re-inforced with  $\frac{5}{8}$ " diam. rods, 6" centres both ways. String to have two  $\frac{1}{2}$ " diam. rods. The framing for the verandah floor to be constructed in steel. The rafters to be 4"x3" T-irons, five in number, built into concrete at lintel end and bolted to a 4"x2" angle iron at outer ends. The 4"x3" angle iron to be in one length for length of verandah and is to be bolted to the timber lintel specified in Carpenters work. The roof to be hung at each end with a 1 $\frac{1}{2}$ "x1 $\frac{1}{2}$ " steel bar. These bars are to be tied into the concrete walls with anchor bars, 3ft. long x 3" wide x 1" thick, bolted into concrete. The bars to be bolted to the anchors and at lower ends to the angle irons. Bars to be flattened at ends and drilled for bolts.

In addition to the two 1 $\frac{1}{2}$ " bars fix two 1" square bars, at one end to anchors in concrete and at lower ends to T-iron rafters.

Supply anchor straps for the ends of every third floor joist over workshop. Straps to be 2 ft. long, 2"x $\frac{1}{2}$ ", turned at one end and to be split 3" at end in concrete.

The ends of the beams (3) in workshop building to have similar straps, 2ft. 6in. long.

At one end of every fourth ceiling joist in both buildings fix 1" long 2"x $\frac{1}{2}$ " straps built into concrete.

All straps to be bolted to timbers with  $\frac{3}{8}$ " diam. bolts of length required.

Bolts for holding down plates and securing of door frames, etc.,  $\frac{1}{2}$ " diam. at least 9" long, having necessary nuts and washers.

Between sarking and corr. iron lay and fix No. 3 ply saturated felt. Supply and fix 24 gauge galvd. iron moulded ridging, 18" wide, on hip of main roof.

Water service to be laid on from the main supply in  $\frac{3}{4}$ " diam. pipes. To be led to all fittings required, including sink, washtubs (2), bath, lavatory basins (4), copper, W.C. cisterns on ground floors of two buildings, and storage tank in roof, and to two points to stand pipes, one in vestibule and one over the gully trap in yard.

The two points outside are to have brass taps with treads and unions for hose connections.

Taps for bath, sink and lavatory basins to be nickel plated. All other taps to be of brass,  $\frac{3}{4}$ ", of approved pattern.

Bath to be 5'6" long, parallel, cast iron enamelled, of best quality, complete with all necessary fittings.

Lavatory basins to be white enamelled earthenware, of the average value of £2-10-0 each. To be complete with all necessary fittings & brackets.

W.C. pedestals to be of white glazed ~~enamel~~ earthenware of approved pattern. The three pedestals are to be fitted with polished hinged seats and flaps.

Supply and fix cast iron flushing cisterns for three W.C.s. Cisterns to be complete with ballcocks, brackets, etc., and connected to pedestals with lead flushing pipes.

Supply and fix in roof a 50 gallon corr. iron tank for storage of water. Tank to be complete with ballcock, overflow safe, and pipe leading outside. Connect from tank to W.C. on first floor.

Sink to cast iron enamelled, 22"x14", complete with all necessary fittings. To be properly supported on frame and bedded in white lead.

All fittings including tubs, are to be provided with lead traps and galvd. screwed iron waste pipes, and to have the necessary vents fitted in accordance with the By-laws.

Drains for sewerage and stormwater are to be laid as indicated on plans, with 4" diam. double glazed and socketted earthenware pipes. To be laid with proper falls and to be complete with all necessary traps, junctions, clearing eyes, gully traps, vents, etc., as required and indicated on plans. To be led to connect with sewer drain and storm water drain in street. Vents to be erected in accordance with the By-laws. The storm water from the verandah roof to be led in 3" diam. pipes to street channel.

Downpipes from verandah spouting to ground to be 3" diam. cast iron. All other downpipes required to be ~~2~~ 4" diam. No. 24 gauge galvd. iron.

Supply and fix in position a skylight of size shewn on plan. To be of approved design and make, and to be properly flashed. Glass for skylight to be ribbed plate glass.

**GAS SERVICE.** A gas service is to be installed. Supply and fix in position shewn on plan a gas cooker of the value of £7., and a gas copper of the value of £11. Both to be complete with all necessary fittings and vents. Supply and fix in bathroom on a solid shelf, a "Handy Water Heater" of the value of £10. complete.

All services to be complete with all necessary fittings and to be left in good working order.

## CARPENTERS' AND JOINERS' WORK.

All timber to be first class of kind specified and to be free from defects. To be of heart wherever in contact with concrete and when specified.

All timber for Joinery and inside finishing to be dry and well seasoned and to be finished smooth and clean.

Supply and fix all timber required for boxing and temporary framing. Such timber to be of proper thicknesses required.

Sleeper plates resting on concrete walls to be 4"x3"ht. totara secured to concrete with  $\frac{1}{2}$ "diam bolts.

Plates for top and bottom of timber partitions to be 4"x2"red pine.

Joists for first floor of workshop to be 9"x2"red pine spaced at 18"centres and to be stiffened by a row of herring bone strutting for each span of joists. End of every third joist to be anchored.

Ceiling joists for main building and workshop are to be 5"x2"red pine spaced at 18"centres. To be stiffened with 6"x2"runners secured to joists and hung from rafters as indicated on plans.

Studs for partitions to be 4"x2"red pine spaced at 18"centres. Studs to be stiffened every 3 ft. in height with rows of 3"x2" strutting out in between the studs and well nailed.

Roofs to be framed as indicated on plans. Rafters to be 5"x2", 18" centres. ~~Struts~~ Struts to be 5"x2", 3 ft. centres. Bearer plate under rafters to be 4"x2"set on edge. Hangers to be 6"x1". ~~xxxxx~~ Pole plates to be 4"x2". All to be properly framed together and well nailed. Eaves boards to be 9"x1 $\frac{1}{2}$ "dressed ht. totara.

Cover on top of rafters with 1" thick red pine sarking laid close and well nailed. Sarking over the verandah to be 6"x1" T. & G. ht. red pine.

Hip & ridge boards to be 9"x1" in long lengths.

The verandah roof to be framed with metal rafters and struts. On top of the rafters fix 4"x2"purlins, at 18"centres, secured to rafters with coach screws, and to be laid with falls to sides.

Lintel to be 12"x2" dressed oregon, secured to ends of iron rafters with bolts and to be stiffened with an angle iron bolted to lintel.

Stud off the lintel to form parapet and cover the studding on both sides with wide 1" thick dressed ht. totara boards finished at top with a moulded capping. Underside of studding to be finished with 1" thick soffit board.

Beams carrying the first floor joists over workshop to be formed with two 16"x3"timbers bolted together. To rest on concrete corbels on piers.

The beam over the first floor of workshop to be formed with same timbers in same manner.

The three of these beams are to be tied into the walls with iron anchor bolts.

Flooring required for first floor of workshop to be 6"x1" T. & G. ht. matai, laid close and to have all bye-wood dressed off.

Form a decking with 4"x2"battens and 4"x1"dressed boards, over portion of roof over the passage near back door of first floor. Timbers to be of ht. totara.

Supply and lay the 3"x1 $\frac{1}{2}$ "totara battens specified under concrete work. Battens to be shaped thus:- and to be of ht. totara.

Plug the walls and floors wherever required for fixing of timber work with ht. totara plugging.

The ceilings of ground and first floors of workshop are to be lined with 6"x $\frac{3}{4}$ " T. G. & V-jointed match lining.

Form trap doors in the ceilings of both floors of workshop and in the ceiling of first floor of main building, properly framed and finished.

Architraves for all door and window openings in both buildings are to be 4"x1" plain chamfered ht. red pine.

Skirtings for all rooms and passages in main building and for showroom office and storeroom in workshop building, are to be 6"x1" plain chamfered ht. red pine, scribed to floors and securely fixed to walls.

Doors. The cart entrance doors to workshop are to be framed up out of dry oregon, with 2½" thick stiles and top rail, 1½" thick ledges, and 4"x1½" T. & G. V-jointed boards. To have 1½" thick braces. Frames to be out of 4"x4" rebated ht. totara bolted into walls. Transom bar over doors to be moulded out of 4"x4" totara. Transom lights above doors to be framed up with 4"x2" rebated uprights and to have glass fitted into rebates.

The door for entrance from yard to workshop to be 2" thick ht. totara framed ledged and boarded and to have a 4"x4" rebated frame bolted to concrete.

All other doors in workshop building to be supplied by the Proprietor. Jambs for these doors to be supplied by the Contractor and to be 6"x2" solid rebated.

The doors from vestibule to shop and passage to be 2½" thick, three panelled, ht. totara. The top panel to be prepared for glass and to have belection moulds on both sides, the bottom panels to be belection moulded on both sides. Frames to be solid rebated out of 4"x4" ht. tot.. Door from passage to yard to be framed, ledged and boarded ht. totara, 2" thick, to have a transom light over door. Frame to be solid rebated out of 4"x5" ht. totara. The outside kitchen door to be the same design.

The doors in screen between showroom and workroom, to diningroom, to bathroom, and from passage to kitchen, to be three panelled, 1½" thick finished square and plain on both sides, the top panel being prepared for glazing.

All other inside doors inside the building to be 1½" thick three panelled, finished square and plain.

All inside doors to be of ht. red pine and to have the top edges of bottom and intermediate rails bevelled.

All inside doors to be hung to frames (which are to be 6"x1½" rebated) with a pair of 4" steel butts for each door, and each door to be fitted with selected lock and furniture.

The front entrance doors opening from vestibule are to be hung to frames with three 4" brass hinges for each door, & fitted with locks.

The double doors to workshop are to be hung to frames with three 24" long wrought iron strap hinges for each door, and are to be fitted with approved lock and fastener.

The doors in workshop building to be hung to frames with a pair of 4" butts for each door and fitted with selected locks and furniture.

Outside doors not mentioned above are to be hung to frames with three 4" steel butts for each door and are to be fitted with selected locks and furniture.

Allow in tender the sum of £15 for value of locks and furniture to be selected by the Proprietor.

All door frames are to be fixed to openings in a proper manner.

Windows. Windows ~~xxxxxx~~ are to have frames and sashes constructed with dry ht. totara. All frames to be solid, rebated out as required for sashes. Sashes to be the sizes marked on plans, and where marked or shewn on plans are to be hinged to open, and each sash to open is to be fitted with a pair of 3" steel butts and a selected stay and fastener.

Sashes to be 1½" thick, properly framed together and to have deep water grooves run on stiles and rails.

Frames for all windows are to have 4"x3" solid rebated jambs and heads, and where shewn mullion bars and transom bars to be out of 4"x3" timbers. Transom bars to be sunk, weathered and grooved. All to be properly framed together to details to be supplied. Sills to be out of 5"x3" timber, double sunk, weathered and ploughed and grooved.



The sashes in partitions in shop are to be 1½" thick red pine. The fanlight sashes over doors mentioned under "Doors" to be of ht. totara.

Allow in tender the sum of \$10. for value of stays and fasteners to be selected by the Proprietor.

Glass. The glass for the top panels of doors opening off the vestibule, to be ½" polished plate, properly bedded and secured.

The glass for the top panels of ~~three~~ doors to be glazed white

"C". Glass for the sashes in lavatories and bathroom, and for the top portion of screen partition between the showroom and the workroom, to be white "C" figured glass.

All other glass, excepting for shop fronts which will be hereafter specified, to be 21 oz. clear glass.

All glass to be well bedded, braded and face puttied.

Shop Fronts. To be properly constructed to details to be supplied.

Timber for bars, sills, transom bars and heads to be of walnut or other timber to be approved by the Proprietor. To be complete with all necessary beads, battens and fixings.

Sashes at back of window enclosure to be fitted as sliding sashes. To be 1½" thick and are to run on metal tracks and to be complete with all necessary runners and fittings required. Sashes are to have ½" thick moulded dividing bars.

A false ceiling is to be fixed in window enclosure. To be of 2"x1" angle irons with wood battens secured to them. On underside of this framing fix rough faced Carrara plaster boards having plaster moulds fixed over joints and in angles.

The floor of window enclosure to be of 4"x2" timbers covered with T. & G. flooring.

The glass for the front is to be ½" polished plate from sill to transom bar, and 26 oz. for frame above transom bar and for framing above the transom bar over the sliding doors.

The sliding sashes are to be glazed with selected figured glass.

Plate glass is to be bedded on leather and secured with battens.

Other glass to be bedded in putty and secured with beads.

Staircase in workshop is to be constructed with dry red pine, out of 12"x2" stringers, 1½" thick treads, 1" thick risers, 4"x3" moulded hand-rail, 2"x2" balusters, 5"x5" newels cut and shaped at top. Treads and risers are to be glued, blocked and screwed to one another, and wedged glued and secured to stringers.

Fire escape stair at back of main building to be constructed out of 2" thick ht. totara for stringers and treads properly framed together. Newels to be 5"x5". Handrail to be 4"x3" chamfered. Balusters to be 2"x2". This stair to be supported on two angle iron brackets secured to wall.

Tubs to be made out of 1½" thick kauri, properly framed together, and complete with all necessary fittings.

Sink bench to be of 20"x1½" kauri, nosed at edge and cut out for sink. To have cupboards under bench with two matchlined doors fitted with hinges and catches.

Supply and fix 200 feet super of 1" thick dressed red pine shelving.

Supply and fix on walls of shop, showroom, sittingroom, diningroom, and two bedrooms, 2"x1" red pine picture moulds.

The screen partitions in shop and showroom are to have plaster boards fixed over studding and to be covered with 4"x1" battens to form panels.

Fix 1½" thick nosed window boards to all window openings, having 1" scotia under.

**ROOFING.**

The roof of the verandah is to be covered with Certainteed or Malthoid composition roofing. On top of sarking lay one thickness of No3 ply saturated felt secured to boarding with hot bitumen. On top of this felt lay one thickness of No.3 ply Certainteed or Malthoid secured to felt with hot bitumen and to have joints properly welded with blow-lamp. At edges the roofing to be carried over and properly secured.

The roof of the main building (not the roof of the passage) is to be covered with saturated felt and asbestos slates. To be laid by experienced workmen. Slates to be secured with galvd clout headed nails and copper disc rivets.

**ELECTRICIANS' WORK.**

Allow in tender the sum of eighty pounds (£80). for the cost of installation of an electric light service for the buildings, to be done by the Proprietor.

**PAINTERS' WORK.**

All external wood and ironwork on buildings, including spoutings, flashings and pipes, to be painted with three coats of paint. The first coat on woodwork to be of red lead and oil and the two succeeding coats of genuine white lead and oil with the required colours added.

The front entrance doors to be twice varnished after being painted. The timber work of shopfronts to be French polished.

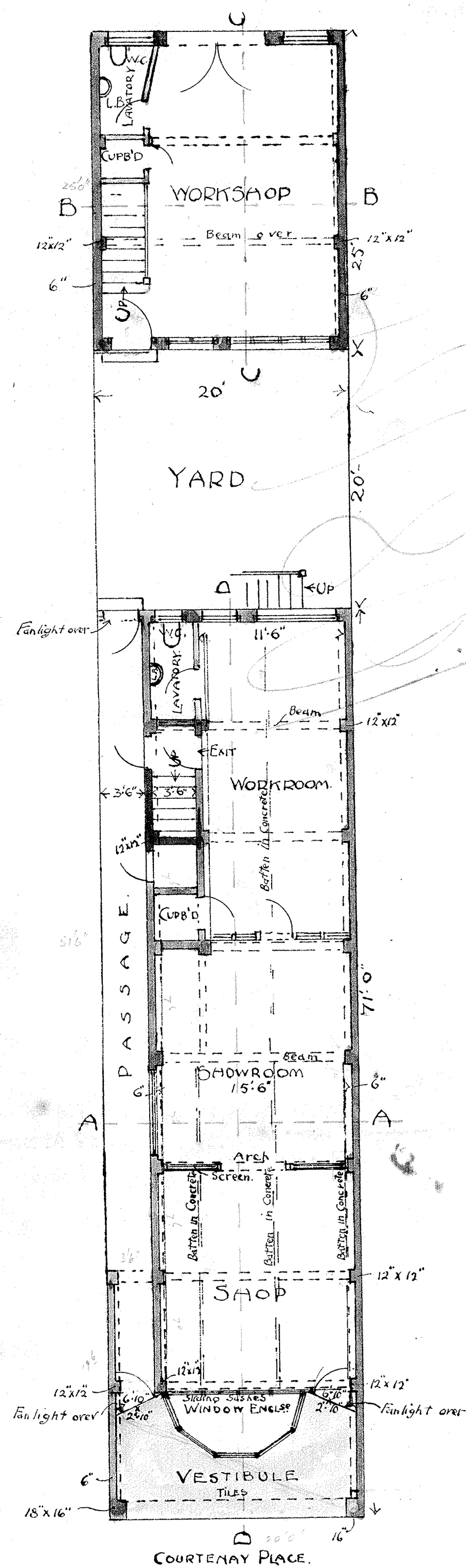
All timber finishings inside both buildings, including matchlining, to be oiled, rubbed down, spirited and varnished.

Thoroughly stop and putty wherever necessary.

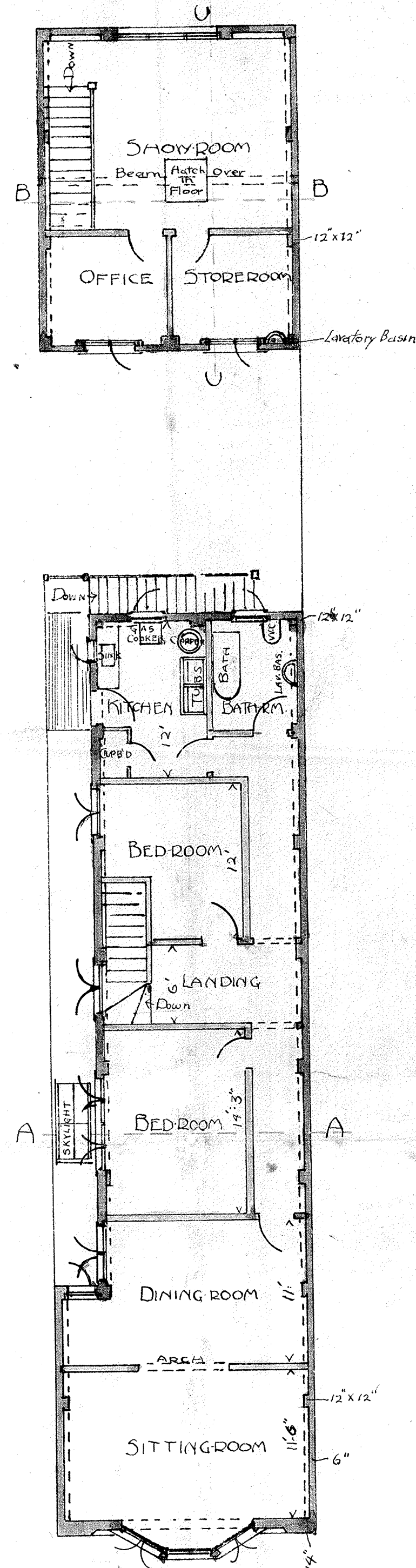
# PLAN OF BUILDINGS TO BE ERECTED IN COURTENAY PLACE.

## FOR MR J. STEWART.

SCALE  $\frac{1}{8}$ " INCH TO 1 FOOT.



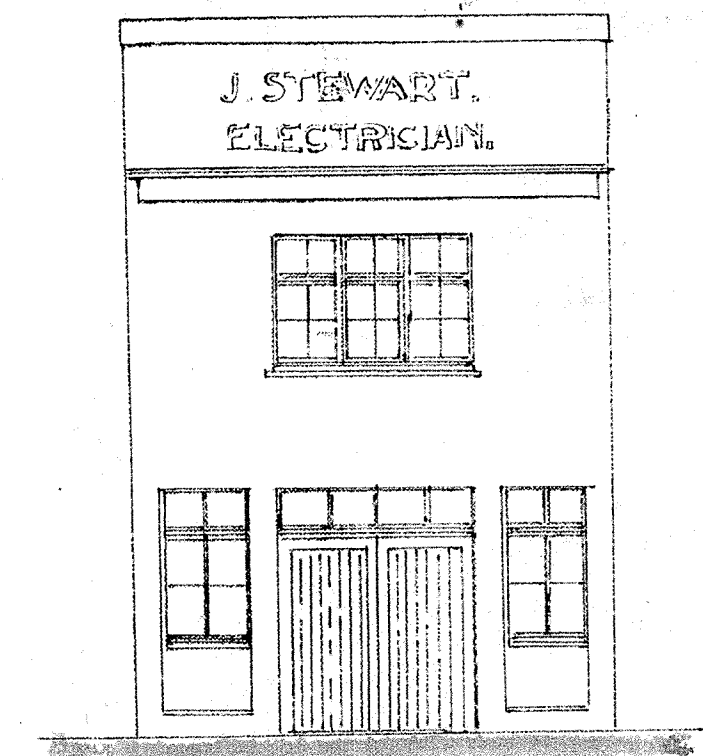
GROUND FLOOR PLAN.



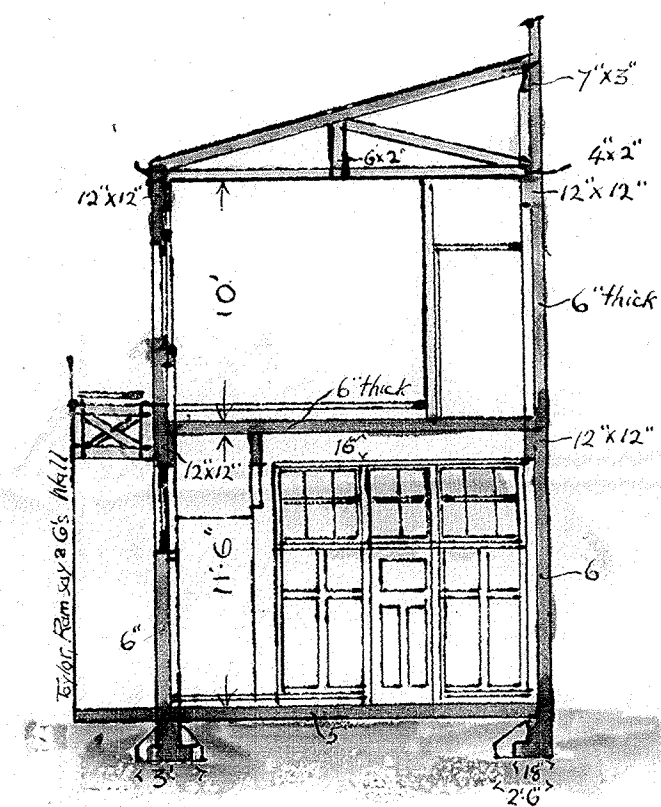
FIRST FLOOR PLAN.



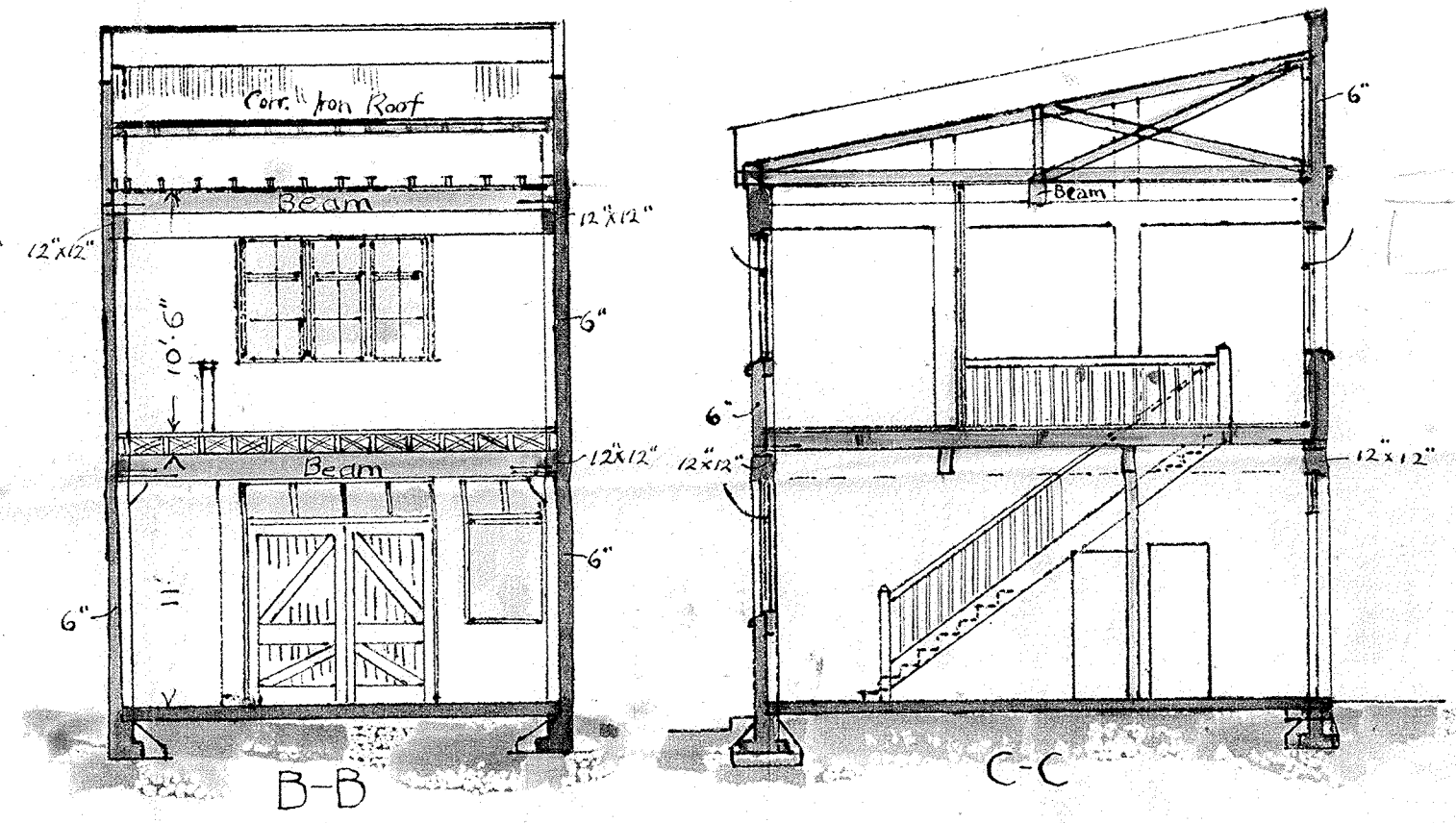
ELEVATION TO COURTENAY PLACE



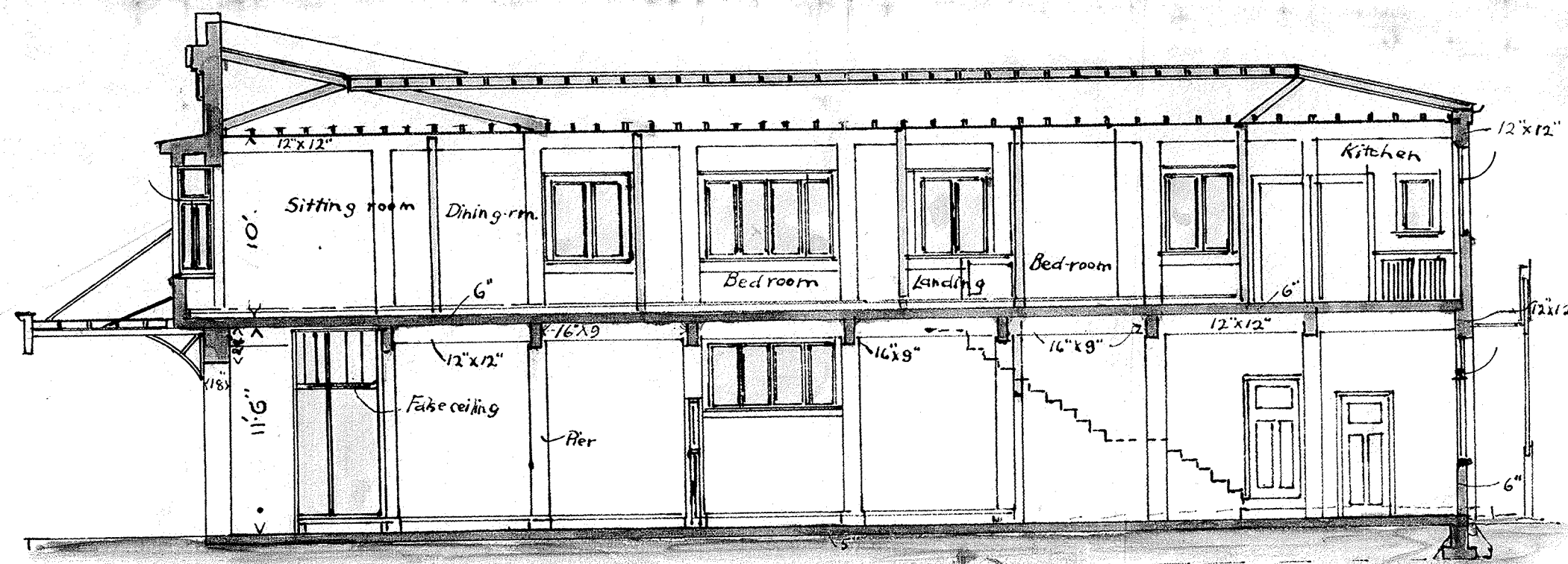
ELEVATION OF WORKSHOP



SECTION A-A



SECTIONS THRO' WORKSHOP



SECTION D-D

