8178

Sheet No. P. 28.

BUILDING APPLICATION FORM

48740

CITY ENGINEER'S DEPARTMENT BUILDING BRANCH RECEIVED 6 SEP 1961 MERCER STREET, WELLINGTON

WELLINGTON,

Date: 6th September, 1961.

To the City Engineer,
Wellington,

C9288

Sir,—

I hereby apply for permission to ~~ERECT~~ ALTER ~~CONVERT~~ ~~REINSTATE~~ Head Office Premises

at 107 Cuba Street (House No. and Street) for Totalisator Agency Board (Owner)

of 107 Cuba Street Wellington C.1 (Owner's Address) according to Plans and Specifications deposited herewith.

Particulars of Land—Lot No. 1 TOWN ~~ACRE~~ ~~or D/P~~ Section 179

Frontage As 1s By Depth of As 1s Area As 1s.

Particulars of Building—Foundations As 1s Walls As 1s Roof As 1s.

Area of Ground Floor As 1s square feet.

Estimated Value of Work.

Number of Storeys As 1s. Building £ 3155

Area of Outbuildings As 1s. square feet. Plumbing and Drainage £ 295

Total £ 3450.

£ 3155
295
3450

Yours faithfully,

Upton & Shearer Constructions Ltd. Builder

Postal Address P.O. Box 1543
Wellington

Telephone 55-725.

FEES PAYABLE

	£	s.	d.
Water Fee	:		:
Plumbing & Drainage Fee	:		:
Building Fee	:		:
Total	:		:
Building Deposit	:		:
Crossing Fee	:		:
.....	:		:

Approved for issue of Permit subject to

1. Building Controller's Approval.
2. Builder's Signature on
   (a) Addenda Sheet.
   (b) History Sheet.
   (c) Access Sheet or Stamp.
3. .....

RESIDENTIAL BUILDINGS

Accommodation for ..... persons.

C. Hayward

Building Superintendent.

Date 4/10/61

CITY ENGINEER'S DEPARTMENT.

BUILDING BRANCH

Date: _____

Application for: all Bldg — Locality: Tearo. 3

Owner: Totalisator Agency Board — Building District No.: _____

		Checked By	Date
1. Description of Lot and Locality and House No.	✓	J.	6/9/61.
2. Building Line Restriction P.W. or By-Law	✓		
3. Encroachment on Street or Council property	✓		
4. Builder's and Owner's name and address	✓		
5. Storage of fuel oil or Dgrs. Goods D.G. Insp.	✓	[illegible]	7/9/61
6. Sanitary Branch approval: Food prem. and shop	✓		
7. Special requirements, factories, licensed Hotels, Boarding houses, Public buildings, Picture Theatres	✓		
8. Means of Egress	✓		
9. Refuse Disposal	✓		
10. Elevators and cart docks	✓		
11. Hoarding and gantry	✓		
12. Use of Building and description on application	✓	[illegible]	4/10/61.
13. Values on application	✓		
14. Distance from boundaries, courts and open space	✓		
15. Frontages, area of site and access to rear	✓		
16. Ground levels and foundations	✓		
17. General Construction	✓		
18. Chimneys, heating appliances, flues, etc.	✓		
19. Retaining Walls.	✓		
20. Structural Calculations — To Structural Branch (Yes / (No	✓		
21. Plumbing and Drainage — see below	✓	S.R.	27.9.61
22. Town Planning Requirements	✓	[illegible]	8.9.61
23. Streetworks Requirements, Design Branch	✓	[illegible]	8.9.61
24. Levels & Approach / Crossing Fee: £ Not reqd. — District Engineer Deposit: £ Nil	✓	[illegible]	7.9.61

No. Approved Refused Reconsideration

Date. To B.C.

Health Refer to Mr Ross re express. — Express notice for 4.10.61 [illegible]

(2) 50 gal grease traps which shall be ventilated & placed on flat roof. Waste-master not to be fixed

NOTED

Sem Lab Dept 29/9/61. [illegible]

SCHEDULE OF NUMERICAL INDICATIONS

for Alterations to T.A.B. Head
Office Premises at Cuba Street
-Wellington-

1. Remove wall and all attachments.
2. Remove doors.
3. Remove walls.
4. Remove carpet - to remain property of T.A.B.
5. Re-locate clock at 5A.
5.A. New position for clock.
6. Remove lino.
7. Remove complete cupboard unit on north wall, except unit 50A which is to be re-used at 50.
8. Remove complete strip collating benches.
9. Remove complete cupboard unit on south wall.
10. Remove door and re-use at 10A.
10A. Re-use door from 10.
11. Move Fire Hose reel to 11A.
11A. New position for the hose reel moved from 11.
12. Remove cupboard unit and wall complete.
13. Remove door and wall complete.
14. Remove Hot Water Heater.
15. Remove sink unit complete.
16. Remove all benches complete.
17. Doors to be closed up and sealed.
18. Remove existing lino. in passage up to stair landing door.
19. Remove existing Fire Hose Reel to 19A. Cupboard to be used as broom cupbd.
20. Remove Xpelair Fan - reinstall at 20A.
20A. New position of Xpelair Fan.
21. Move existing cupboard unit to 21A.
21A. New position of cupboard from 21.
22. Remove completely cork flooring in Branch Office Collating Centre.
23. Take up existing lino. and re-use if possible at 23A.
23A. New position for moved lino.
24. Remove all existing flooring beside the cork carpet.
25. Remove existing wall between Cafeteria and Social Room completely, except columns 27.
26. Remove existing double doors complete.
27. Position of columns after walls removed.
28 Remove existing stove, sink bench top and cross bench complete.
29. Move Freezer to 29A.
29A. New position for Freezer.

30. Move Refrigerator to 30A.

30A. New position for Refrigerator.

31. Move Lockers to 31A.

31A. New position for Lockers.

32. Position of new Bookcase for Social Room.

33. Remove completely existing wall and double doors.

34. One collating desk to be removed. Remaining four desks to be turned 90°.

35. Remove telephone tables complete and patch up floor where wiring for same is removed.

36. New walls - see details for glazed walls.

37. New 6'6" x 2'8" Flush doors

38. New 6'6" x 2'8" Top Glazed Flush Doors.

39. New 6'6" x 2'2" Flush sliding door.

40. Cut new opening and install new 6'6" x 2'8" flush door.

41. Install new flush door 6'6" x 3'6" in new wall.

42. Cut new opening between two Records Rooms 6'6" high 2'6" wide.

43. New Drop Tables - see details.

44. New Dais - see details.

45. New removable rail - see details.

46. New kitchen benches - see details.

47. Shelving from existing Cafeteria.

48. New bench - see details.

49. Trolley spaces.

50. Cupboards unit re-used from 50A. at North West corner of Branch Office
50A. Position of cupbds. to be reused at 50. (Collating.
51. New lino to replace 18.

52. New Pie Warmer.

53. New Oven standing on bench - see details.

54. New stove top - see details.

55. New Modern-fold doors - see details.

56. New Dishwasher.

57. New 22"x16" Wash-hand-basin.

59. Add extra shelf to existing race list trolley

60. New 6'6" x 2'6" Flush sliding door.

61. Re-organise existing kitchen to accommodate new dryer and oven - and new stainless steel bench top. see Specification.

62. Move Zip to 62A.

63. Dryer and Oven from existing Printing Room.

64. New Glass Cabinet over Counter - see details.

65. Patch hole in ceiling.

66. Take Bulletin baise board from Rm. 5 and cut down to 10'-0" long and install on West wall of Board Bulletin Room.

SPECIFICATION OF WORKS TO BE DONE AND MATERIALS TO BE USED in ALTERATIONS AT HEAD OFFICE PREMISES at CUBA STREET, WELLINGTON ..... for

TOTALISATOR AGENCY BOARD:

ORCHISTON, POWER & ASSOCIATES,
Architects, Engineers, Industrial Planning Consultants.
108, The Terrace, Wellington
P.O. Box 35 - Telephone 48-740.

14th. July, 1961.

This Specification to be read in conjunction with attached schedule of Numerical Indications:

1. PRELIMINARY & GENERAL:

The work consists of the demolition of partitions and the construction of new office partitions, all as depicted on drawings numbered 1229 - 1 to 5 inclusive, (including attached schedule of numerical indications) and this specification, and with alterations to the electrical and plumbing installations. Carry out all work in accordance with best trade practice, and where detailed according to detail. Protect existing work from damage. Pay all fees, obtain all permits, dispose of rubbish and leave the whole of the premises in clean condition ready for occupation. Take out "Workers' Compensation" and "Public Risk" Insurance. "Builders' Fire Risk" will be arranged by the Tenants. Minor items not specifically mentioned shall be allowed for and minor work obviously necessary to make a proper job shall be carried out to make the whole in conformity with details and later instructions.

Tenderers are to include in tender a Contingency Sum of £150 to be used or partly used as the case may be on written instructions from the Architect, any unused amount to be deducted from contract sum at settling. Premises to be dusted down and floors left broom-clean on completion.

SEQUENCE OF WORK:

The contractor is to carry out the works in the following sequence to ensure the smooth running of the alterations, and the least disturbance to the Owners. It is recommended that the contractor keep in touch with The Manager of Head Office Collating to ensure that this area is not unduly disturbed during a race day.

WORK SEQUENCE:

1. New Cafeteria, Social & Training Room and New Operations Offices.
2. New Printing Room.
3. New Operations and Staff Training Room.
4. New partitions in Head Office Collating Room.
5. Agency Officers Room Partitions.

On completion of work in the Printing Room the Owners will arrange for moving of all machinery, except guillotine from the existing room into the new Printing Room during the period from 5 p.m. on a Tuesday until 1 p.m. on the following Monday.

Allow the provisional sum of £100 for work to be carried out by Messrs. Printers Engineers Ltd. 13-15 Garrett St., Wellington as sub-contractors during the above period in the moving of the guillotine only, and allow separately for profit.

STEEL SHELVING:

The large steel shelving unit in the new Printing Room will require to be made up by a Specialist firm. The contractor is to arrange for this item and add any profit to which he feels entitled.

2. DEMOLITION:

In accordance with drawings and schedule, remove partitions and fittings to extent shown, taking care in removal of skirtings, etc. as these may be required for matching up to remaining work. Remove all benches and sink from Printing Room, and all benches and cupboards in Branch Office Collating, taking special care with those fittings which are to be reused. Neatly cut openings and remove doors as scheduled and as required for the proper carrying out of the job. Remove lino. and cork flooring as scheduled. Remove all debris from the site and store fittings which are to remain property of owners, where directed. Cut holes in walls for waste pipes. Cut hole in floor of new Printing Room for Guillotine Machine base. All removed cupboards, cabinets, benches and tables in Branch Office Collating are to remain property of T.A.B. Re-use demolished timber where possible. Fittings in existing Kitchen which are to be removed are to remain the property of the T.A.B.

3. CONCRETOR & PLASTERER:

Where walls are removed and to extent necessary to give good even surface, make good existing blemishes and those created by alterations with 1.3 Portland Cement and plaster with finish coat of approved hardwell plaster to match existing. Install concrete for guillotine machine base. Check on job for exact position.

4. CARPENTER AND JOINER:

Make good in general at removed walls, repairing skirtings frames and architraves as required. All timber used is to be thoroughly seasoned, free from cracks, splits and other defects. Timber for partition framing, skirtings, architraves and trim mouldings to be D.A. Rimu. New doors to be flush; and top glazed flush with heart rimu Plywood faces and clashing strips. New door frames to be heart rimu.

Partitions to be framed up in proper manner with gauged and thicknessed plates, studs, dwangs, etc. All exposed faces in glazed partitioning and similar positions being dressed and sanded; All partitions to be as detailed and lined and glazed as scheduled and described below. On counter front where described to have plywood, same is to be lined with 3/10" thick heart rimu faced plywood well fixed with panel pins and neatly butted up against parting beads; Ply to be varnished as later specified. All new partitions to be lined both sides with 3/16" hardboard fixed with cadmium plated nails, and vee jointed and 1/4 rounds in corners; Glazed partitioning to be in clear or obscure glass as later specified, all glass being bedded in putty to prevent rattle and then beaded in both sides as detailed. Architraves, skirtings, cornices etc. to be simple mouldings as detailed, sanded before fixing and neatly scribed butted etc. as required to make a neat and proper job.

Match up to existing architraves skirting and trim where necessary. Frame up and construct all new joinery fittings as detailed including kitchen fittings, counter, glass cabinet, drop tables, dais, benches and Modernfold door track recess. Alter benches in new Printing Room as directed on site and fix existing fittings in new positions.

Co-operate with outside workmen employed direct by owners in concealing wiring to telephones, etc.

Contractor is to note that much of the existing lino. is to remain in place and he should take all care not to mark or damage these in the process of installing new partitions.
New wall between Social and Training Room and Cafeteria is to carry right up to follow underside of skylight - see detail. New Kitchen south wall however, is only to carry up to ceiling line and not to follow line of skylight. A new shelf is required on one of the existing race list trolleys; shelf to be 1" thick and top to be set 8" from top of unit. Approx. size of shelf 4'8½" x 2'4"- check actual size on job.

5. HARDWARE AND P.C. SUMS:

Contractor shall supply all nails, screws, clips, bolts, staples and other sundry ironmongery for the proper completion of the work. All new doors are to be hung on .3 galvanised butts with clearances on bottom to allow for any carpeting or other flooring on floor.

Allow the P.C. Sum of £30 for the purchase of door furniture, towel rails, drawer and cupboard furniture and any other furniture not otherwise specified herein.

Modernfold doors: Allow the P.C. Sum of £170 for the supply complete of pair of Modernfold doors, including furniture and gear, and allow separately for fixing same.

Sliding Doors: Allow the P.C. Sum of £35 for the supply of Bangor sliding door gear for two doors and allow separately for fixing same.

Lino. work: Allow the P.C. Sum of £200 for the supply and fixing of A quality Linoleum laid on felt in new Cafeteria, Social and Training Room, Operations and Staff Training Room and passage or in accordance with schedule; also for fixing lino to bench and counter tops in kitchen and just outside kitchen door. Allow separately for patching up lino where walls have been removed. Lino layer to ensure that floors are clean and true in preparation for any new lino.

Cork Carpet Work: To extent shown in Printing Room install 1/4" cork carpet with 2" timber trimmer around edge.

HARDWARE & P.C. SUMS (Contd.)

Dishmaster, Wastemaster & Pie Warmer: Allow the P.C. Sum of £240 for the supply only of 1 each Dishmaster, Wastemaster and Pie Warmer and electrician to allow separately for complete wiring and plumber, the complete plumbing of the first two all in accordance with manufacturer's instructions.

6. PLUMBER:

All plumbing work to be carried out by licensed men using best grade materials and workmanship. Plumber is to cut off all existing fittings which are to be moved, including existing Zip in existing kitchen and close off all taps and fitting ends no more in use.

Existing Zip in kitchen is to be re-installed in new kitchen. (see schedule)

Move two existing fire hose reels from their existing to new positions, and extend piping in floor space for same (see schedule)

Install new 8'6" stainless steel sink top with two 18" x 12" sinks set in it with one sink outlet to suit Wastemaster in new Kitchen.

Install new 6'0" stainless steel sink bench with 22" x 14" sink in new Printing Room, so sink is directly under existing hot & cold taps. Replace taps with single swivel type faucet with spray and single stream nozzle.

Fit new taps, traps, etc. and run new wastes and backvents for new 8'0" sinks, Dishmaster and handbasin. Run wastes to sealed gulley trap, then to grease trap and then to existing open gulley trap on East side of premises. This waste pipe to be 4" cast iron strapped to wall under fire escape above First Floor windows. Run terminal vent from end of soil pipe.

7. ELECTRICIAN:

All work to be carried out in proper manner by D. R. Hogan & Son using best grade materials. Electrician to inspect existing installation and meter to ascertain extent of requirements in alterations in carrying out the work. Remove fittings which are not required and re-use where specified. Move fittings as required and install new fittings where required. All wiring requiring amendment and all new wiring is to be in T.R.S. concealed where possible in roof space and partitions. Co-operate with carpenter for concealing wiring.

Switches to be flush cream "Mutec", or other approved substitute. See plan for layout of all existing and new lights, power points and other fittings.

Allow for the complete wiring to the Dishmaster, Wastemaster and Pie Warmer, as chosen by owner, and wiring up existing Zip moved from existing kitchen - see schedule.

8. PAINTER & GLAZIER:

Take all possible precautions to protect work from splashes, spots, etc. and on completion, clean off any spots etc. and clean off inside of all affected windows. All colours to be to Owner's choice.

All materials to be the best of their respective kinds and of selected tints and shades. Paints to be brought on to site unopened; Sandpaper and putty the whole of the surface to give smooth even surface, putty for plywood being coloured to match. Except for ply front to counter, all new woodwork and hardboard to be primed, undercoated and finished in one good coat of approved semigloss paint. New plywood counter front, drop tables, dais, and new bookcase are to be sanded down, puttied as required and sealed with white hard spirit. Then apply coat of satin finish Dulux clear and finishing coat of full gloss Dulux clear or other approved substitute.

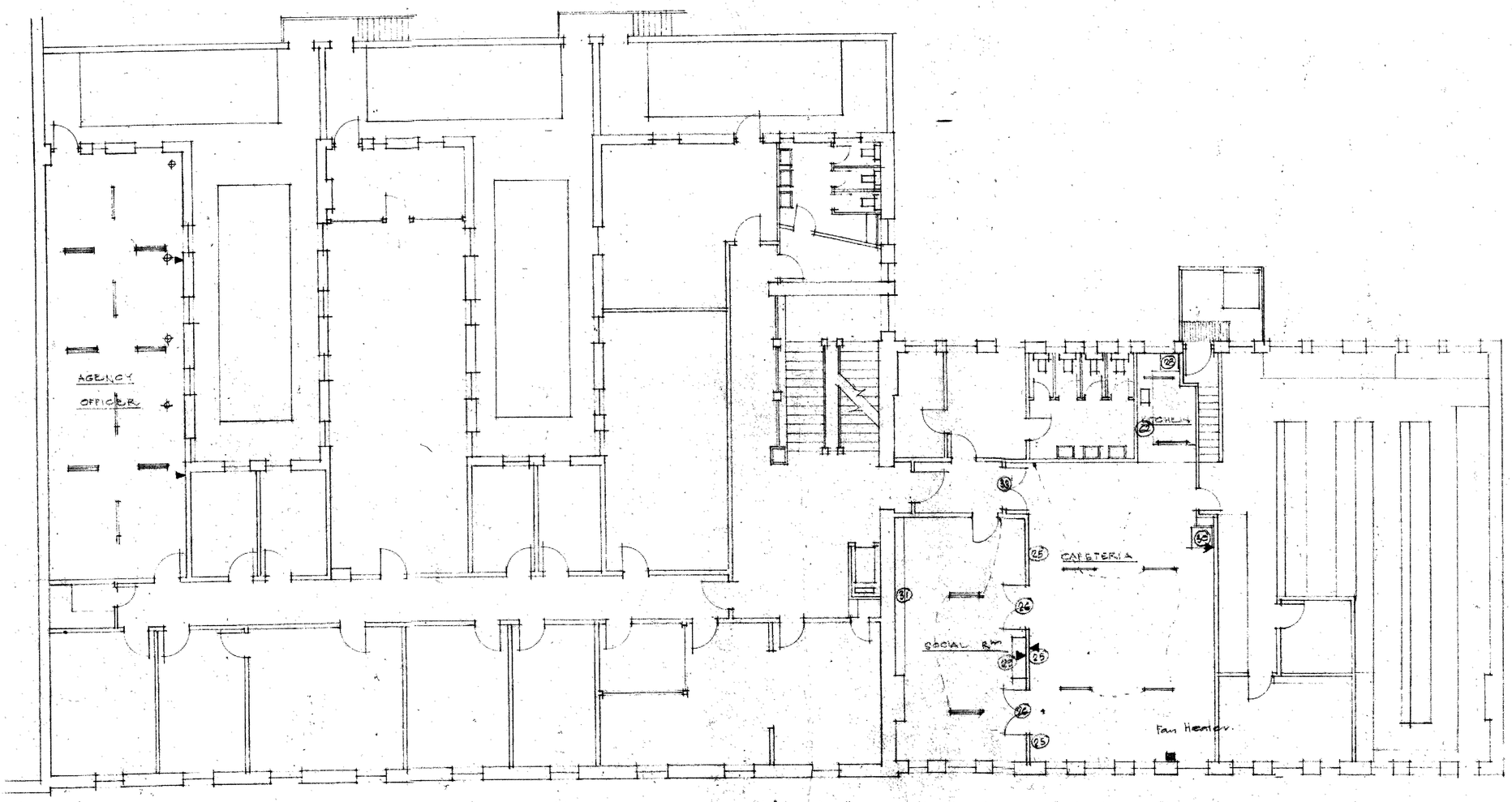
The following areas are to be patched, puttied and made good prior to painting out complete in one undercoat and one good finishing coat of semi-gloss paint:-

Social and Training Room, Cafeteria, Operations Manager, Assistant Operations Manager, Operations Office, and Operations & Staff Training Room.

The remaining work affected by the alterations in new offices in Head Office Collating, Passage, Publications Office, Publications Staff and Printing Room, including sink area, are to be patched, puttied and given one undercoat and one finishing coat to match existing work.

To glazed partitions and doors as detailed and scheduled, fix O.Q. 32.03 clear or obscure glass as required, all bedded in putty to prevent rattles and beaded in.

COPY 1



FIRST FLOOR PLAN EXISTING

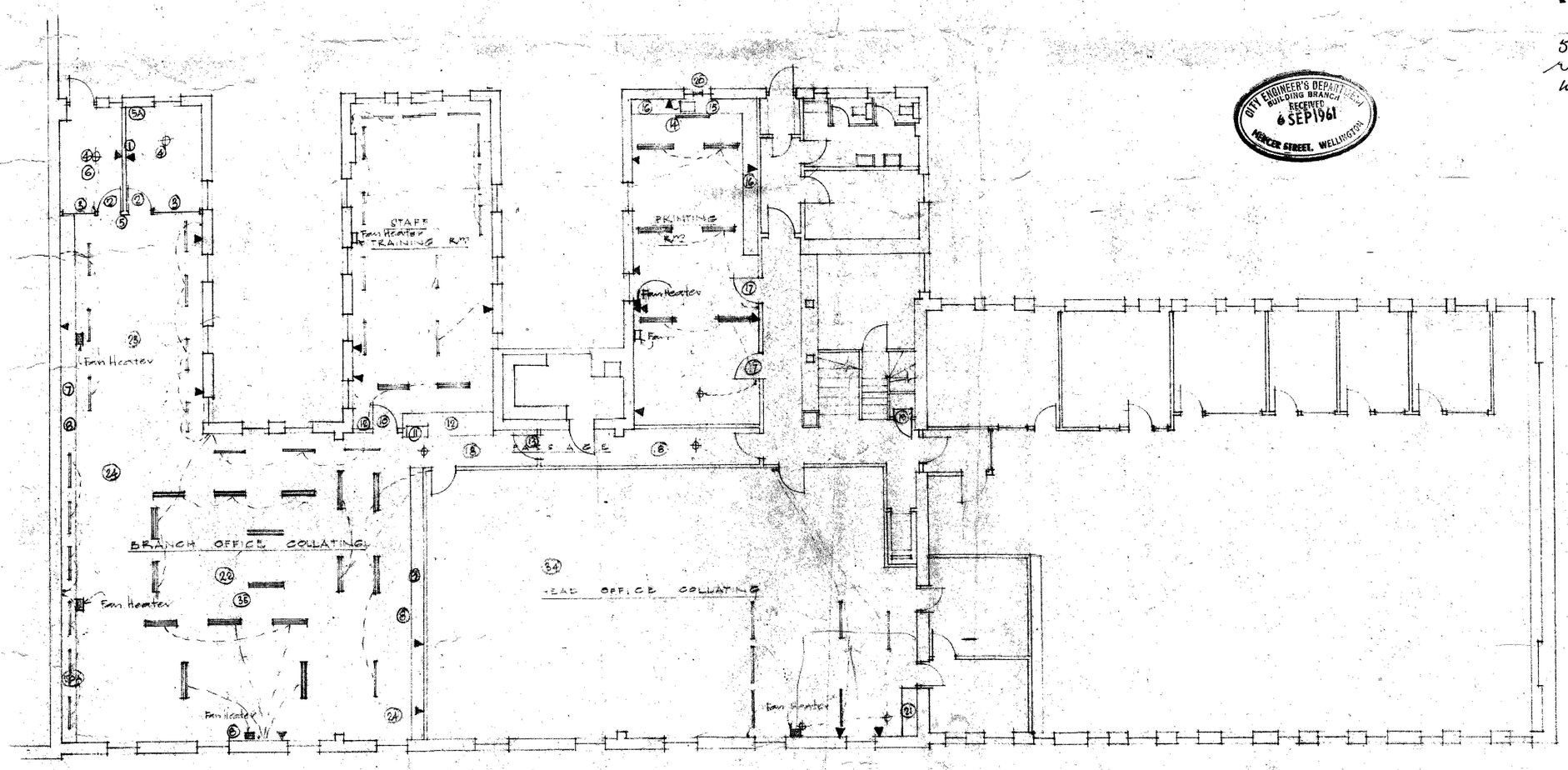
Scale : 1/8" = 1'-0"

PLUMBING & DRAINAGE REQUIREMENTS.

5.0 gal grease trap sited on flat roof, 1st floor & fire ventilated waste-masters not to be fixed

CITY ENGINEER'S DEPARTMENT
BUILDING BRANCH
RECEIVED
6 SEP 1961
MERCER STREET, WELLINGTON

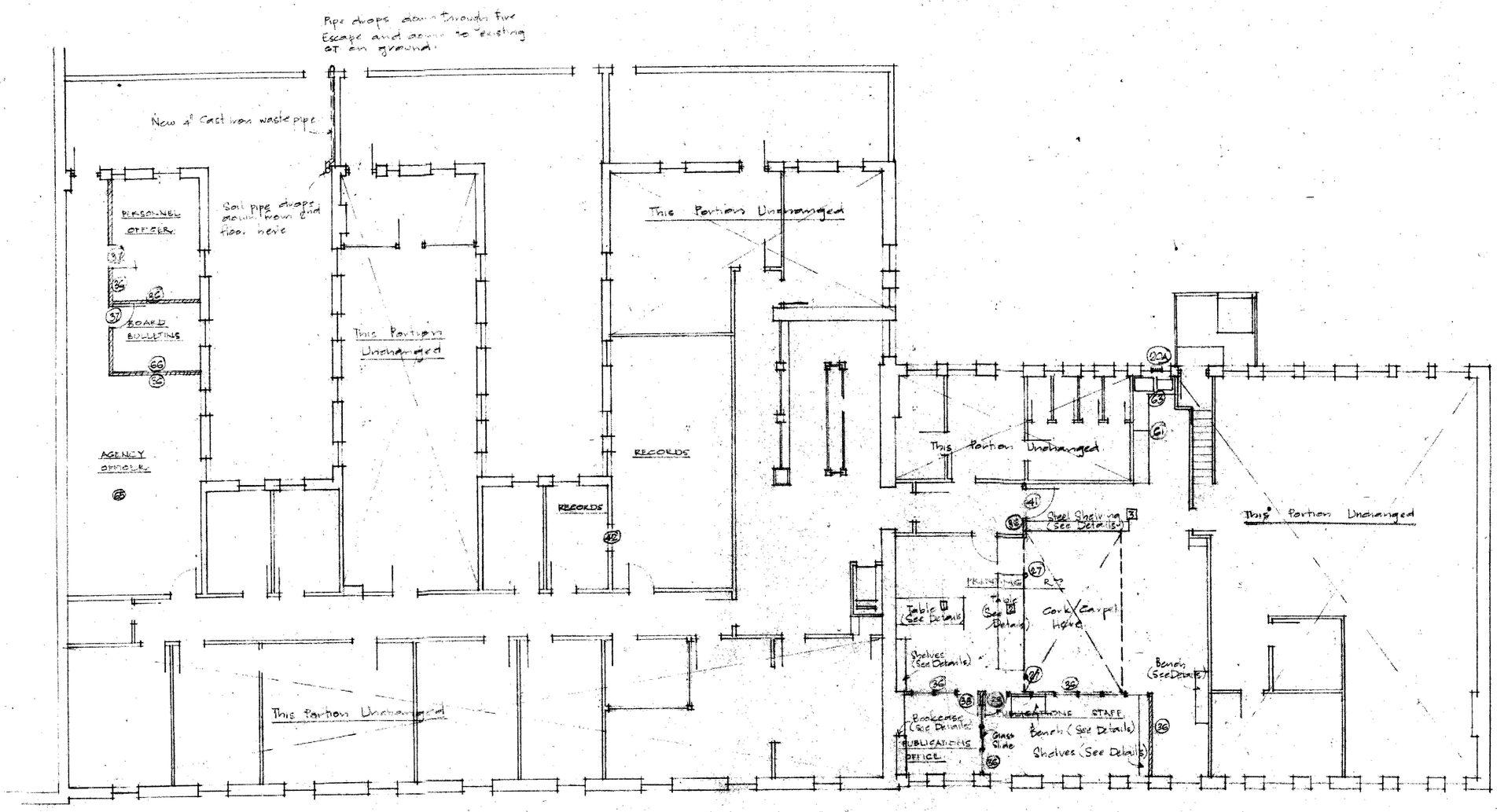
BUILDING REQUIREMENTS



SECOND FLOOR PLAN EXISTING

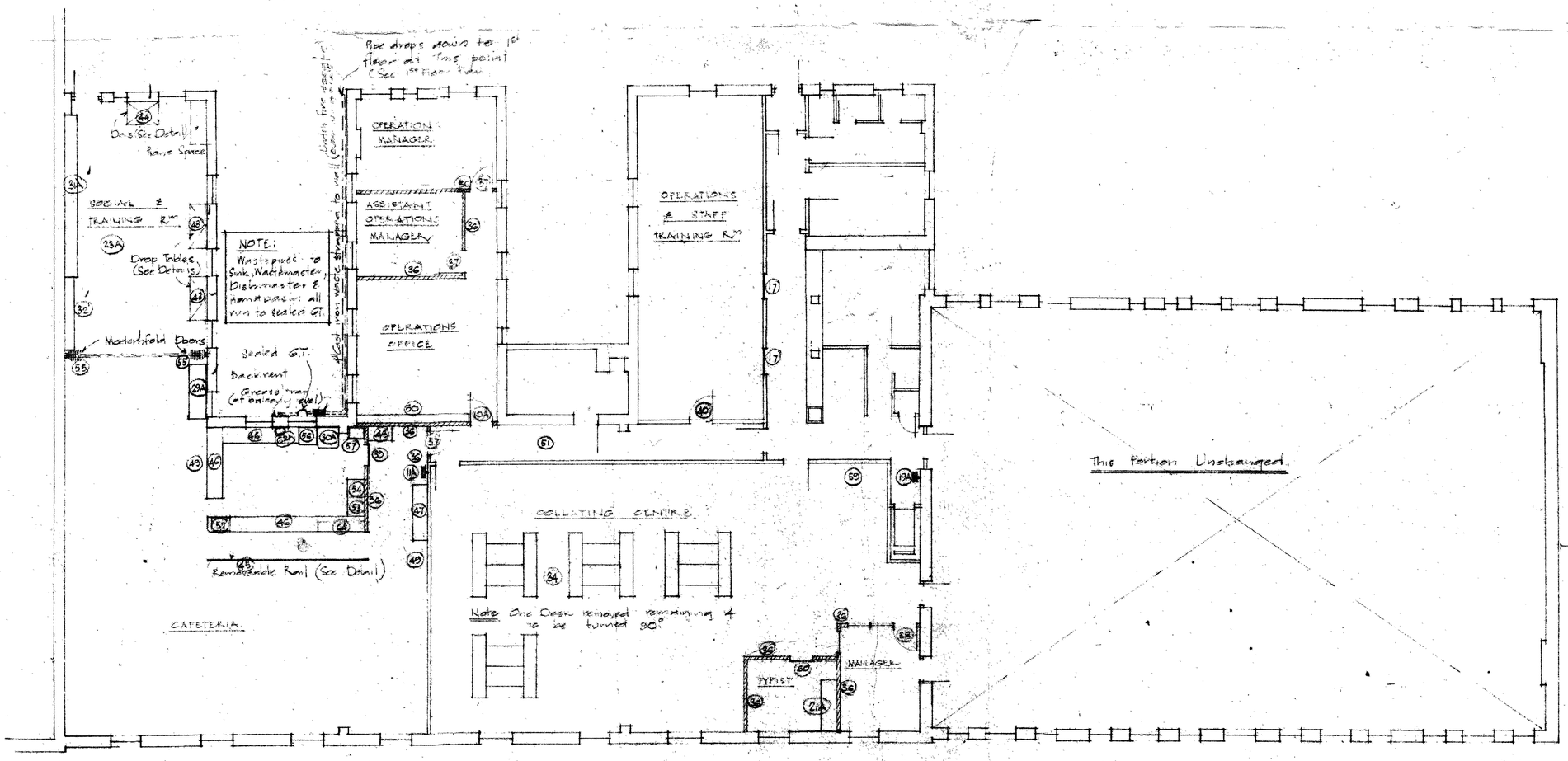
Scale : 1/8" = 1'-0"

DRAWN: T.S.J. TRACED: T.S.J. CHECKED: DATE: JUNE '61	ALTERATIONS to T.A.B. HEAD OFFICE PREMISES at CUBA ST. WGTON.	ORCHISTON, POWER & ASSOCIATES Architects, Engineers, Industrial Planning Consultants 108 The Terrace, Wellington, C.1., N.Z. Telephone 49-760 (2 Lines) P.O. Box 35	Drawing No 1229/1



FIRST FLOOR PLAN PROPOSED

Scale: 1/8" = 1'-0"



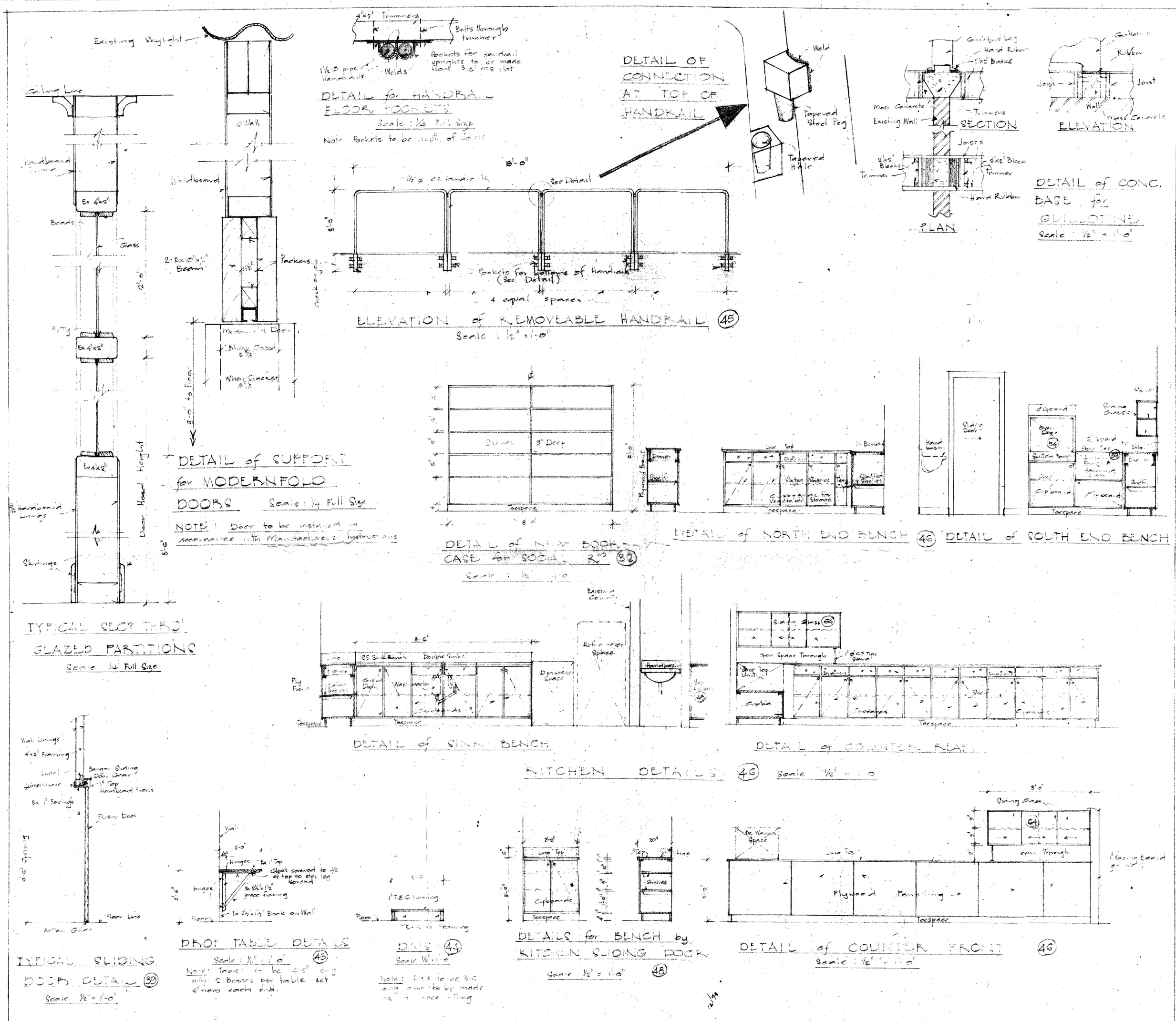
SECOND FLOOR PLAN PROPOSED

Scale: 1/8" = 1'-0"

Amended 25.7.61 (See Sheet 1129/5)

DRAWN: T.S.J. TRACED: T.S.J. CHECKED: DATE: JUNE '61	ALTERATIONS to T.A.B HEAD OFFICE PREMISES at CUBA ST WGTON.	ORCHISTON, POWER & ASSOCIATES Architects, Engineers, Industrial Planning Consultants 108 The Terrace, Wellington, C.1., N.Z. Telephone 48-740 (2 Lines) P.O. Box 35

Drawing No 1229/2

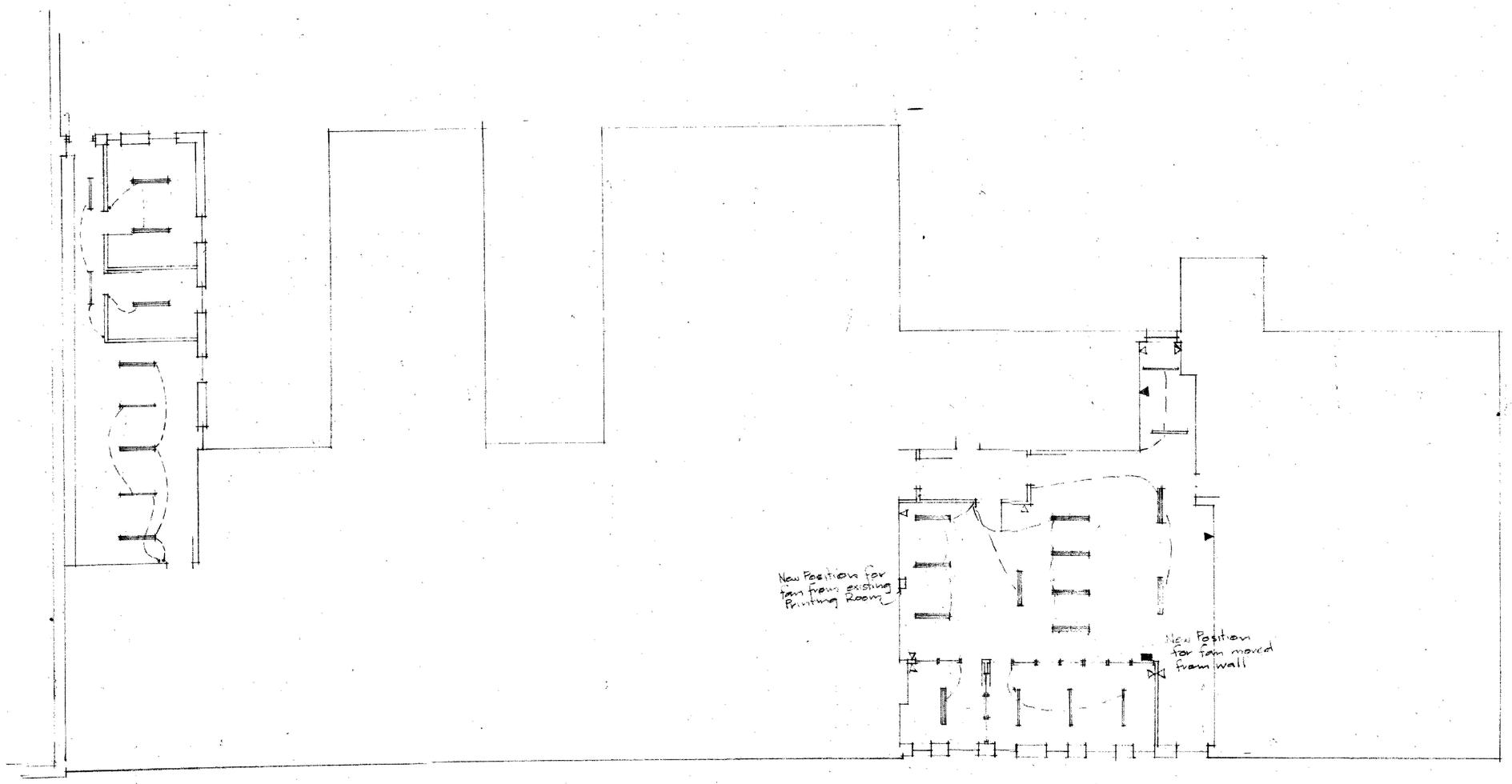


DRAWN: T S J
TRACED: T S J
CHECKED:
DATE: JUNE '61

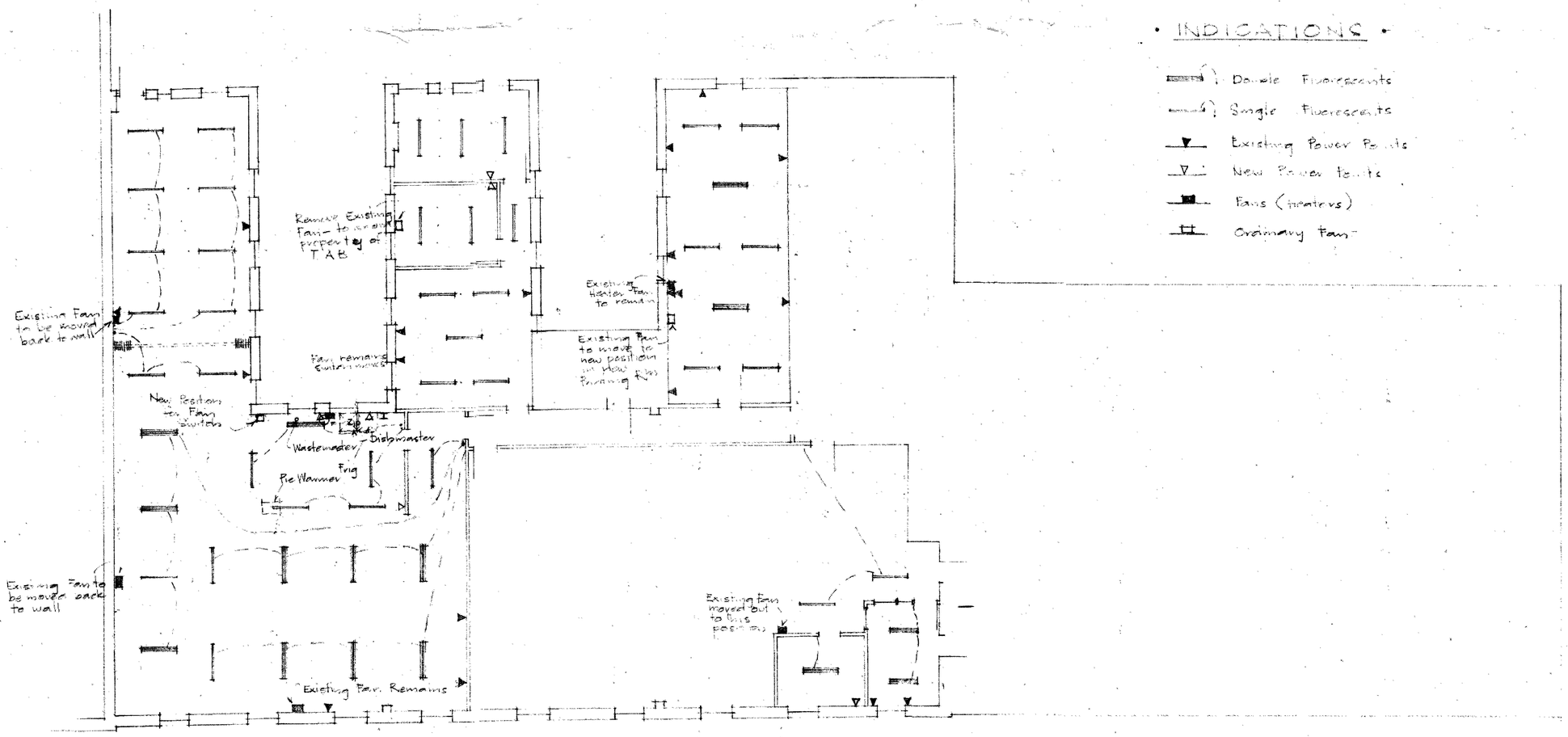
ALTERATIONS to T.A.B. HEAD OFFICE PREMISES at CUBA ST WGTON.

ORCHISTON, POWER & ASSOCIATES
Architects, Engineers, Industrial Planning Consultants
108 The Terrace, Wellington, C.1., N.Z.
Telephone 48-740 (2 Lines) P.O. Box 35

Drawing No 1229/3



FIRST FLOOR PROPOSED ELECTRICAL LAYOUT

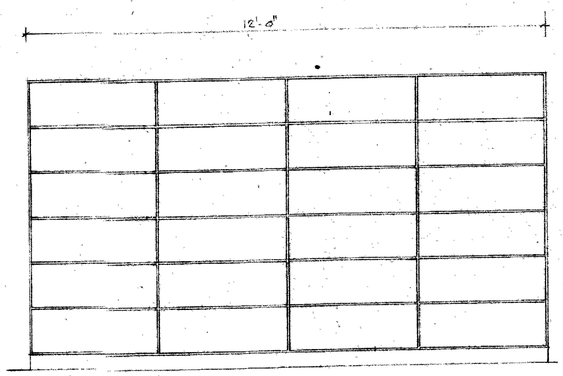


SECOND FLOOR PROPOSED ELECTRICAL LAYOUT

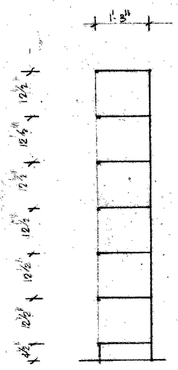
INDICATIONS

- Double Fluorescents
- Single Fluorescents
- Existing Power Points
- New Power Points
- Fans (inlets)
- Ordinary Fan

DRAWN: T.S.J. TRACED: T.S.J. CHECKED: DATE: JUNE '61	ALTERATIONS to T.A.B HEAD OFFICE PREMISES at CUBA ST WGTON.	ORCHISTON, POWER & ASSOCIATES Architects, Engineers, Industrial Planning Consultants 108 The Terrace, Wellington, C.1., N.Z. Telephone 48-740 (2 Lines) P.O. Box 35	Drawing No 1229/4



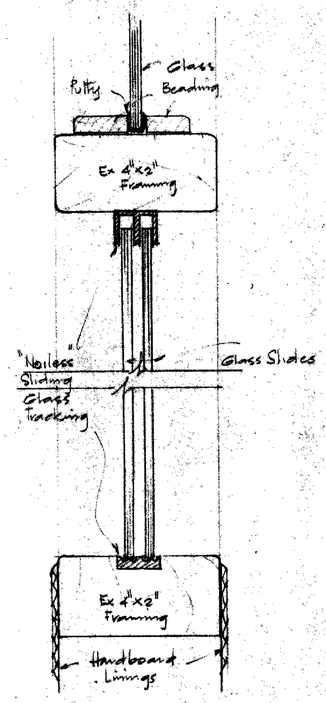
ELEVATION



SECTION

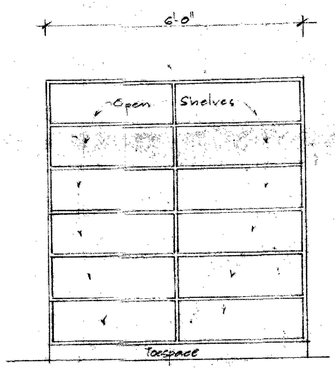
STEEL SHELVING DETAILS 3

Scale 1½" = 1'-0"

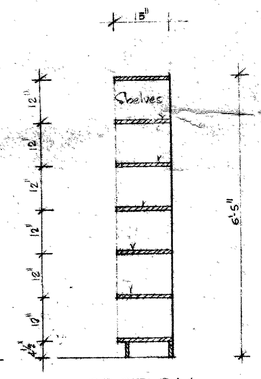


SECTION THRº GLASS SLIDE BETWEEN PRINTING Rm OFFICES

Scale : ½ Full Size



ELEVATION

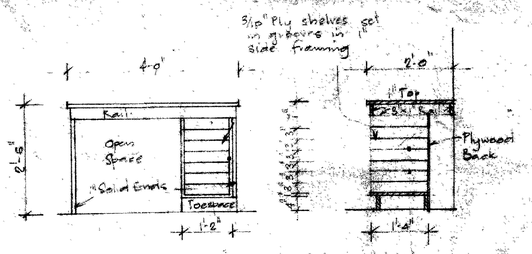


SECTION

SHELVING DETAILS - NORTH WALL

PRINTING Rm

Scale : ½" = 1'-0"

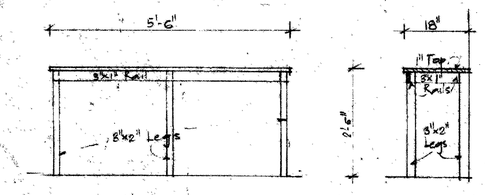


ELEVATION SECTION

DETAILS for BENCH - EAST WALL

PUBLICATIONS STAFF Rm

Scale : ½" = 1'-0"

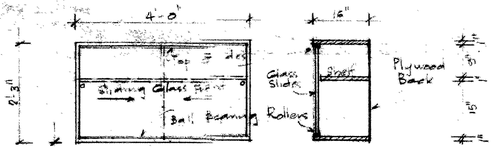


ELEVATION SECTION

BENCH DETAILS - SOUTH WALL

PRINTING Rm

Scale : ½" = 1'-0"

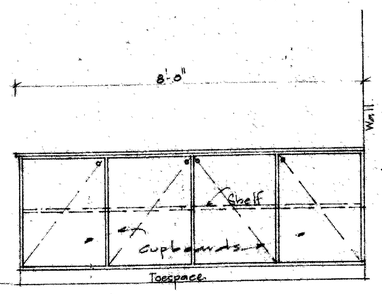


ELEVATION SECTION

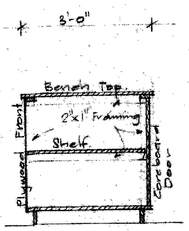
BOOKCASE DETAILS

PUBLICATIONS OFFICERS Rm

Scale : ½" = 1'-0"



ELEVATION

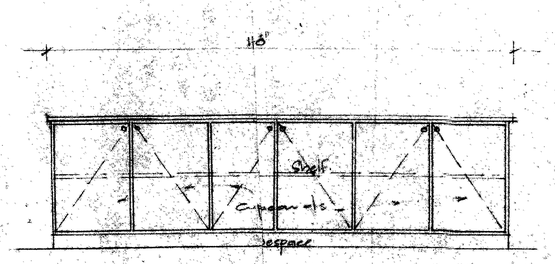


SECTION

BENCH 1 DETAILS. PRINTING Rm

Scale : ½" = 1'-0"

Note: Fitting to be made as a loose fitting, not fixed to wall.

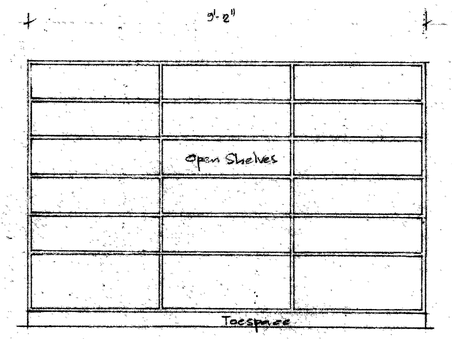


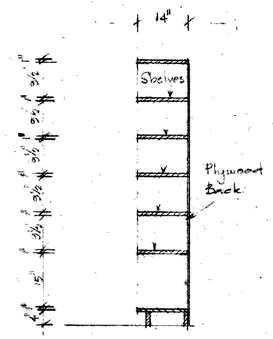
ELEVATION

SECTION Same as for bench 1

BENCH 2 DETALS PRINTING Rm

Scale : ½" = 1'-0"





ELEVATION SECTION

DETAILS for SHELVING, SOUTH WALL

PUBLICATIONS STAFF Rm

Scale : ½" = 1'-0"

These Details Drawn for amendments to sheet 1229/2 on 25-7-61

DRAWN: TSJ TRACED: TSJ CHECKED: DATE: JULY '61	ALTERATIONS to T.A.B. HEAD OFFICE PREMISES at CUBA ST WGTON	ORCHISTON, POWER & ASSOCIATES Architects, Engineers, Industrial Planning Consultants 108 The Terrace, Wellington, C.1., N.Z. Telephone 48-740 (2 Lines) P.O. Box 35	Drawing No 1229/5