BUILDING APPLICATION FORM

WELLINGTON,

Date, 28 November 1912

To the City Engineer,
Wellington.

SIR,

I hereby apply for permission to erect an Additional Storey to Original Contract for additions to Premises in Cuba St for Macarthy Estate

in ..... Street, Section 8

part of Town Acre 154 for Public Trustee Executor Macarthy Estate

of ..... according to Plans and Specifications

deposited herewith at the estimated cost of £500-0-0 +

Yours faithfully,

signed J M Dawson

Fees credited to Journal 9445

Postal Address 174 Featherston St Wellington

W. & T. Ltd. C2081

SPECIFICATION for a Proposed ADDITIONAL STOREY to the Original Contract for Two Storey Additions to Premises at the corner of Cuba Street & Swan Lane, for The Public Trustee, Executor for the T. C. Macarthy deceased.

J. K. Dawson,
Architect, Wellington.

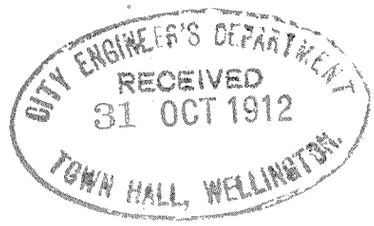
The Additional Storey shall be erected as shown in drawings and shall be similar to the top storey in Original Contract. The roof shall be as specified for the roof of Original Contract, and the position occupied by the roof in original drawings shall be taken up by the new second floor. This floor shall be exactly similar to the first floor specified in Original Contract.

The "A" Stanchions of the Original Drawings shall be strengthened for the full height of the Ground Storey by having two 8"x ½" steel plates rivetted to the flanges of each. The additional height of these Stanchions shall be made up as shown in I" detail drawings (Stanchions "C"). The West ends of the two 14"x 5" roof girders shall be carried on stanchions as shown in I" details (Stanchions "D"), these shall be secured at bottom to the second floor girders and the webs of these girders shall be strengthened with 3"x 3" angle iron stiffeners. The East ends of all girders shall be carried on stanchions as shown (Stanchions "A" & "B").

The concrete foundations for "A" Stanchions shall be 3ft wide by 4ft long. "B" Stanchion foundations shall be 4-6" wide by 5ft long. The other stanchions shall have foundations 4ft x 4ft. All these foundations shall be 14" in depth and reinforced as specified in Original Contract.

Allow in tender an additional sum of One Hundred & Thirty five Pounds Stg (£ 135-0-0) for Lift & Lighting under similar terms to those governing the lump sum allowances of Original Contract.

Council Copy



S P E C I F I C A T I O N of Works and Materials required for the erection of Two Storey Additions to premises in Cuba Street, for the Executors of

~~MACARTHY ESTATE.~~

J.M. DAWSON,

Architect,

Wellington.

October 1912.

PRELIMINARY.

Builders are requested to carefully read the General Conditions hereto attached.

The builder will be required to effect such insurances as stated in Clauses 29 and 31 of General Conditions.

All fixed values of any article or material herein mentioned shall be at prime cost as set forth in Clause 16 of General Conditions, exclusive of fixing, and increase or decrease in amounts so mentioned shall be added to, or deducted from the contract price.

The Builder shall provide all plant, scaffolding, timbering etc. for the proper carrying out of this work, and he shall perform all work and pay all fees as set forth in Clauses 2

and 4 of General Conditions.

The builder shall provide a signboard to be made and written as directed by the Architect.

The work of all trades connected with this contract shall be carried our strictly in accordance with the Corporation Bye-Laws.

S I T E The site of the proposed building is that space in Swan Lane off Cuba Street between Godber's Factory and the three storey concrete building.

The cottage at present on the site will be removed by the Employer.

EXCAVATOR.

Clear away all surface rubbish to the depth of the original ground line and remove same from the site.

Excavate for all foundations, and excavate round the existing drains which cross the site so that they may be surrounded in concrete. When the foundations and the concreting of drains are finished refill the excavations and well consolidate by ramming. Excavate or make up the site as required for the concrete floor.

The whole of the site shall be thoroughly consolidated to the satisfaction of the Architect before the concrete floor is laid.

IRON WORK.

GIRDERS ETC. All rolled steel joists, stanchions, etc. shall be "Dorman Long" or other approved British make and shall be of the various sizes and weights marked on drawings.

The ends of all stanchions shall be machined true, including the tops of "A" stanchions, and all stanchions shall have basis and caps, and connections for R.S.J. as shown in detail drawings. All rivets and bolts shall be 3/4".

The twin girders over shop fronts shall have a bearing of at least 9" on Godber's wall and 2" on the wall of concrete building. Other girders shall have at least 4½" bearing on Godber's wall and 2" at opposite end, except the 18" x 7" and 16" x 6" girders which shall have 4½" bearing on Godber's wall

All girders shall have 2½" x 3/8" split end anchor straps secured as directed to one end, and two 3/4" holes drilled at the other end for the purpose of anchoring to the reinforcement in concrete building. If the twin girder is jointed over the centre stanchion they shall be secured with fish plates and bolts as directed.

VERANDAH TRUSSES. The Verandah trusses for the new portion of the building shall be built as shown and those for the existing concrete building shall be similar, except that a 3/4" strap bolt, fitted with nut and washer, shall be attached to the top member for the purpose of going right through the wall.

The double truss at the corner of existing concrete building shall be constructed with 2" x 2" x 3/8" T iron as will be detailed and shall be attached to the trusses on either side of angle.

Drill 3/8" holes in all trusses for securing purlins.

For Indented Bars see "Concretor".

BALUSTRADING. Make a short piece of balustrading for the lower part of stairs to match the balustrading on opposite side. The baluster shall be 3/4" x 3/4" and the rail 1¼" x 3/8" turned to suit handrail and drilled at 12" centres.

Supply a cast iron newel similar to the existing newel.

BRICKLAYER.

MATERIAL. All bricks shall be true in shape and well and evenly burned and all inferior bricks shall be immediately removed from the site.

All sand shall be clean and sharp, and all cement shall be "Crown", "Burnside", or other approved brand.

FOUNDATIONS. For foundations see "Concrete".

BRICKWORK. No brickwork shall be commenced on concrete until it has set at least 48 hours.

All those walls, piers etc. coloured red in plans and cross sections of drawings shall be built in brickwork.

All bricks shall be laid in cement mortar composed of 1 cement to 3 sand, and this shall be used within half an hour of mixing.

All brickwork shall be laid in English bond i.e., alternate courses of headers and stretchers, and no four courses shall rise more than 13". Every course shall be well filled and flushed up and every second course shall be thoroughly grouted with liquid mortar.

All brickwork shall have continuous lengths of No.14 galvanised hoop iron, securely jointed and embedded in every ninth course, 3 hoop irons in 18" and 14" work and 2 hoop irons in 9" work.

All walls shall be 18" to the height of First Floor, and from there to the top they shall be 14", except the new work over Godber's wall which shall be 9" and the front wall which shall be 18".

Block up and alter window openings in Godber's wall as shown.

DAMP COURSE. Lay a "Ruberoid" or other approved damp course in brick walls at a point immediately above the ground.

Build out all projections such as sill courses etc

as required by Plasterer.

Connect the new brickwork to the brick wall of Godber's factory by cutting out a toothing in every third course and build the new work into this. On the opposite side the existing concrete wall shall be hacked down at the junction with the new work as directed and No. 6 wire shall be secured to the reinforcement in concrete wall at every 2 ft in height and embedded in the brickwork. All cavities at the junctions shall be well filled with cement mortar.

C O N C R E T E.

AGGREGATE. The aggregate shall be thoroughly clean river washed gravel composed of approved proportions of coarse and fine stuff and no stone shall be larger than will pass through a 3/4" ring.

CEMENT. All cement used shall be "Crown", "Burnside", or other approved brand.

MIXING. All concrete shall be mixed on a proper mixing board and shall be what is known as a wet mixture, it shall not however have more water than can be properly taken up by the materials. The proportions shall be 4 of gravel to 1 cement, and this shall be turned thrice dry and thrice while the water is being added. The water shall be applied through a "rose" and on no account shall the open hose be used.

REINFORCEMENT. The whole of the reinforcement used in this contract shall be Indented Steel Bars of the various sizes marked and as herein specified.

Where the floor slab bars are not continuous they shall be lapped at least 12", and laps shall only occur over the girders.

The floor slab bars and roof bars running transversely to the girders shall be at 5" centres in the first floor and 11" centres in the roof. Bars in the opposite direction shall be at 24" centres between the girders. All the reinforcing bars in first floor and flat roof shall be 1/4".

The ground floor shall be reinforced with 1/3" bars placed at 24" centres both ways.

The bars in band courses shall be 1" and lapped at least 12" at joints. The band course over Godber's wall shall be reinforced with plain 3/4" round bars hooked at joints.

The three stanchion foundations shall be reinforced with 3/4" bars at 3" centres both ways, at about 2" from bottom of concrete.

ERECTING STEELWORK. The concrete for stanchion foundations shall be laid to the dimensions shown and allowed to set at least 7 days before the stanchions are erected.

The stanchions shall be properly bedded on cement mortar and the girders fixed to them as shown in drawings.

The twin girder shall be supported at the East end 9" on Godber's wall and on the new brick pier, and at the other end it shall be supported on the stanchion and 2" on concrete wall.

The East ends of all other girders shall go at least 9" into Godber's wall and shall be supported on concrete corbels as shown in Section A.B.

These corbels shall have a bearing of at least 12" back from the face of existing band course and they shall be 12" wide and keyed into the wall as directed.

At the opposite end these girders shall be supported on corbels in a similar way except that these shall go right through the concrete wall and be reinforced with wire as directed.

All girders shall be wound round from end with No. 8 galvanised wire at 6" pitch.

The Verandah trusses in New Addition shall be fixed as shown in drawings, and for the existing building shall be fixed by having holes made right through the wall to take a strap bolt attached to top member. When the strap bolt is tightened up the hole shall be filled with concrete. The lower member of truss shall be let 2" into wall as directed.

CENTERING. All centering must be of good solid timber and so strutted and braced that no appreciable deflection takes place under the weight of concrete and workmen, and any other loads to which it may be subjected. The joints must be tight to prevent as far as possible the leakage of liquid cement.

The centering shall be so arranged that the sides of columns and the sides of beams can first be removed, then the under sides of beams and floor slabs. Angle pieces shall be placed in the centering for columns to form stop chamfers as directed. The centering shall be properly fixed to roughly outline all cornice moulds, projections etc. as required by the Plasterer.

PLACING REINFORCEMENT. All reinforcing bars shall be accurately placed in position as shown in drawings and as directed and bound together with No. 16 wire as directed. Care must be exercised, while packing the concrete, to prevent the reinforcement being displaced.

PLACING THE CONCRETE. Before the concrete is placed in position the centering must be thoroughly cleansed of all dirt, shavings loose stones or other rubbish, and the woodwork shall be well watered to prevent suction.

All concrete shall be placed in position as soon as possible after mixing and on no account shall concrete be used which has been mixed for more than half an hour.

Care must be taken to see that the concrete is well packed round the girders and reinfocring bars, and between the members of the twin girders. The concrete must be well tamped with a suitable tool and thoroughly freed from voids. The concrete must be kept moistened with water for at least a week after it has been put in place.

When the concreting of floors and roof is commenced it shall be continued as far as possible without a break until the particular portion under construction is complete. If a stop is unavoidable, however, it shall be made over a girder and shall form a vertical joint. Before recommencing work the surface of the existing concrete shall be well washed

and cleaned with a stiff brush, and it shall be given a grouting of neat cement before the new concrete is placed.

All concrete shall be placed to the dimensions shown on drawings, and as will be further detailed

REMOVING CENTERING. The centering round columns, beams etc. shall not be removed until the concrete is thoroughly set, and the centering under floor and roof slabs shall remain for at least 3 weeks after the concrete is placed.

FLOATING. All floors shall be floated up to a smooth even surface with cement and sand 1 to 2 immediately after the concrete is in place and on no account shall the concrete be allowed to set before this is done.

ROOF. The roof shall be finished to an even surface as required by the Asphalter and shall be given a fall of 2" from the centre to the front and back parapets. Form shallow gutters at parapets with a slight fall towards outlets.

GENERAL. Remove the 6" concrete walls to form the two openings to connect the new additions with the existing building and leave ready to be finished off by the Plasterer.

Properly connect the new floors with the old at these openings.

Make good the stairs at opening so that they can be finished by the Plasterer to match the opposite side.

Lay the concrete foundations under brick walls and stanchions to the dimensions shown.

The area shall be concreted over as for ground floor and shall be given a fall towards storm water gully trap. The other gully trap shall be built up as directed.

Before the ground floor is laid the whole of the site shall be covered with a 1/2" layer of good asphalt.

The existing walls shall be cut out at least 5" to take the new floors and roof.

Set two lengths of 3" x 1/2" iron on edge in floor at door openings as directed.

Properly set the iron balustrading of stairs to match that on opposite side.

Surround the two existing drains, which cross the site from the area to Swan Lane, with concrete as required by Corporation Bye-Laws

PLASTERING

OUTSIDE. All outside plastering shall be executed in two coats and each coat shall have a proportion of "Toximent" waterproofing i.e., two per cent 2/ by weight of cement. The "Toximent" shall be thoroughly mixed with the cement by sieveing, under the direction of the overseer, before the cement is mixed with the sand.

All cement used shall be an approved brand of Portland, and the sand shall be clean and sharp.

The first coat shall be 5/8" thick and consist of 1 cement to 3 sand, and the second coat shall be 1 cement to 2 Silver sand.

Plaster all the outside walls and the soffits and backs of parapets and reveals etc. Run all mouldes, cornices, etc. in accordance with the detail drawings to be supplied.

INSIDE NEW ADDITIONS. The new walls, piers, etc. shall receive one coat 5/8" thick of cement and sand plaster 1 to 3, and the whole of the walls including the existing walls and piers on either side shall receive a finishing coat of "Keens" cement.

The ceilings, beams, etc. throughout shall receive one 5/8" coat of 1 to 3cement and sand and a finishing coat of lime putty plaster.

INSIDE EXISTING BUILDING. The Second Storey of the existing concrete building has at present one coat of cement and sand plaster. This shall be well roughened to give a key and the whole of the walls and columns shall be given one coat of Keens cement. The ceiling and beams of this storey shall be treated in the same way as walls and given one coat of lime putty.

The Third Storey of the existing building has not been plastered.

The walls, columns, ceiling and beams shall be plastered with two coats as specified for new additions The walls and columns being finished with Keen's and the ceiling and beams

with lime putty.

GENERAL. Properly hack all existing walls which have to be plastered and keep thoroughly wet as the plaster is being applied.

Make good any unevenness in existing walls before the final coat is applied.

Plaster and make good round the two openings cut through the existing walls on ground floor, and where the door and frame is removed on first floor. Also make good the lower steps of stairs.

Properly patch the inside of existing walls where the new corbels are cut through, and the inside and outside of walls where the verandah trusses are secured, also those places where windows and doors have been removed.

The space between the shop front window sills and the footpath shall be covered with tiles as selected p.c. 10/6 per dozen.

The electric light tubing shall be removed from the upper storeys of the existing building for the Plasterer by the Electrician and replaced after the plastering is completed

The first coat of plaster on the inside of all external walls, both in the new additions and the existing building, shall have 2% of "Toximent" by weight of cement mixed etc. as specified for outside plaster.

CARPENTER AND JOINER.

TIMBER ETC. All timber used in this contract shall be thoroughly seasoned, and where not otherwise specified shall be selected Heart Red Pine.

All joinery work shall be put together in an approved and proper manner and shall be hand dressed and sand-papered.

For centering see "Concretor".

Remove the woodwork from the North end of existing verendah and leave ready for intersecting with the new verandah.

Fix 3" x 2" dressed purlins to the trusses as shown with 3/8" bolts and return these at the corner and properly connect with existing verendah. The fascia shall be dressed heart Totara, 2" thick and the same depth as existing fascia. This shall be secured to the trusses with 3/8" bolts as shown and mitred at the corner and neatly joined to existing fascia. Fix a bed mould a fillet on fascia to match those on existing verendah.

The East end of the new verandah shall be finished off in a similar manner to the ends of the existing verandah.

Remove the doors and frames from the East wall and the wall between shop and hall of existing building where marked on drawings, also remove two of the window frames from Gedber's wall and move the other two along as shown.

Remove the architraves etc. from the windows and doors of the upper floors of existing building as required by the Plasterer and replace after the plastering is finished. Make good any damage done in removing and replacing same.

DOOR FRAMES All door frames, except those in window enclosures etc. shall be made with solid rebated heart totara. The transom of back door frame shall be double sunk and rebated out of 4" x 3". Door frames shall have hoop iron lugs attached for the purpose of securing to brickwork.

D O O R S. The two outside doors shall be 2" framed ledge made of Heart Totara throughout, and as detailed, and they shall each be hung with 3- 4½" cast butt hinges Other doors specified under "Window Enclosures"

WINDOW FRAMES. All window frames shall be made as will be detailed and they shall be of Heart Totara throughout The sills shall be run out of 5" x 4", the transoms out of 4" x 4" and the styles and heads shall be solid rebated, grooved, etc. out of 5" x 3".

SASHES AND FANLIGHTS. All sashes and fanlights shall be 2" in thickness and made of Californian Redwood. The sashes in the back wall of top storey shall be divided as shown in cross sections and these sashes shall be glazed with 21 ozs "Thirds" quality British glass

All other sashes and fanlights shall be glazed with 4" polished british plate glass.

All sashes and fanlights shall be hung on top with two 4" cast butts hinges each.

Allow the sum of Six Pounds (£6:0:0) for sash and fanlight furniture as selected.

SHOW WINDOWS The show window frames shall be made of first quality cedar in accordance with detail drawings to be supplied. The centre style in each window shall be solid rebated out of 6" x 1½" and these two styles shall be strengthened with 3" x 3/8" steel plates screwed to the sides for the full length. The styles, heads, sills and transoms shall be solid rebated out of 3" x 1½".

The frames shall be securely fixed in openings as directed and they shall be glazed with 1/4" best British polished plate glass. The plate glass shall be secured in place with 1/2" fillets screwed at 12" centres with round head brass screws.

WINDOW ENCLOSURES ETC. The show windows in both the new additions and the existing building shall be enclosed as shown. The studs shall be 3" x 2" with 3" x 3" corner studs, and the rails shall be 3" x 2". The tops shall be finished with 1" caps and bed moulds. The "A" and "C" enclosures shall have 2" Californian Redwood sashes and fanlights glazed with white Flemish glass secured with beads.

The doors in all enclosures shall be 2" in thickness and of the sizes marked or shown, and the top panels shall be glazed with white Flemish Glass secured with beads.

The ceilings of the enclosures shall be formed with 3/4" T. & G. rough matched O. B. lining. The ceiling of "A" and "C" enclosures shall be strengthened with two 3" x 2" joists fixed as directed.

The Cash Office shall be built as shown with 3" x 2" studs and rails and 3" x 3" corner studs, and 1½" framed panelling. It shall be fitted with a 1½" panelled door as shown, and cap and bed mould. The glass panels shall be secured with beads.

The Private Office and Office shall be fixed in a corner on the first floor of the existing building. It shall be built in a similar manner to that specified for the "A" and "C" window enclosures and shall have the same kind of door except the outside door of Office which shall be in two halves, the lower half being fitted with pay ledge.

The Private Office, Office, and Cash Office shall have no ceilings. The whole of the above shall be made in accordance with drawings and further details to be supplied.

The bottom rails of enclosures, offices, etc. shall be secured to the floors by nailing to plugs driven into the concrete at 5 ft centres. All doors in the above shall each be hung with two 4½" cast butt hinges.

Allow the sum of five pounds (£5: 0: 0) for door furniture as selected.

ARCHITRAVES ETC. All window frames shall have 6" x 1" sill boards well secured to the sills and having scrim saturated in white lead between. The sill boards shall have a bed mould under run out of 3" x 2".

All doors and windows shall have plain 5" x 1" architraves with one edge chamfered.

GENERAL. Fix a length of cedar handrail at bottom of stairs with curl end in every way similar to existing handrail.

PLUMBER.

Spouting and Down Pipes. Fix a cast iron spouting for the full length of new verandah and return at front corner and connect to the spouting of existing verandah.

At the opposite end it shall be returned at end of verandah and discharged through a new branch and waterhead into the down pipe of Godber's Victory.

Remove the spouting from the North end of existing verandah and replace it with a 3" cast iron branch pipe connecting with existing down pipe. Connect the new spouting by another 3" cast iron branch with the down pipe at east end of the existing building. The new spouting shall be similar in pattern and size to the spouting on existing verandah.

Fix approved cast iron water heads on front elevation where shown and connect these with the existing waterhead and down pipe with 4" x 3" cast iron branches.

Fix a cast iron water head at roofline in gable and connect a 3" cast iron branch from this across tree to existing down pipe.

Verandah ROOF. Cover the verandah roof with 24 gauge first quality Blackwell galvanised corrugated iron well secured to purlins with lead head nails and lapped 1½" corrugations at sides.

Flash along the intersection of roofing iron and wall with 5 lbs lead as shown. This shall be set at least 2" in new concrete and well set in existing wall and plugged with cement mortar, and made thoroughly water tight.

The bottom end of roofing iron shall have a cover strip similar to that on existing verandah.

Ground. Fix a gully trap in area to take surface water and connect this with existing drain.

Take a 3/4" branch from the existing water pipe and fit same at a point over new gully trap with a 3/4" high pressure brass tap on hose connection.

Fix 6 lbs lead aprons in the outlets from roof as required by the Asphalter.

P A I N T E R.

All painters material shall be brought on to the work in the original and unopened packages.

All paint work shall be executed in three coats, the first to consist of best red lead and oil, and others shall be Champions or other approved white lead and oil with colours added to give the required tints.

All cracks, crevices, etc. shall be properly stopped with good oil putty after the priming coat has been applied.

All outside woodwork and ironwork including spouting, downpipes etc. shall be painted with three coats. This also applies to the wood and iron work under the verandah

The Verandah roof shall receive two coats of Red Oxide paint. The inside and outside of the cedar frames of new Show Windows, and the new piece of Handrail shall be French polished. All other new inside woodwork, both in the new additions and the existing building shall receive one coat of oil, one coat of spirits and one coat of Harland's or other approved egg-shell varnish.

ANAGLYPTA. The ceilings of all Timber Enclosures shall be covered with No. 579 pattern "Anaglypta".

FLAT ROOF.

The flat roof shall be covered with 1" of Trinidad, Limmer, or Neuchatel asphalt which shall be well turned up and chased into parapets, and made thoroughly watertight. The shallow gutters shall be formed with a fall to outlets.

The roof shall be laid by workmen employed by the agents for the asphalt used, and a written guarantee covering defect for five years shall be handed to the Architect by the Agents before the work is commenced.

LUMP SUMS.

The following lump sums which shall be allowed in tender are to cover the estimated cost of the work named, which shall be executed by experts appointed by the Architect.

The Builder must allow in his tender any profit he considers himself entitled to on such sums, and he shall allow the said experts every reasonable facility for the proper execution of their work during the progress of this contract.

LIFT AND LIGHTING. Allow the sum of Four Hundred Pounds (£400) for Lift and Lighting.

CONTINGENCY FUND. Allow the sum of Twenty Pounds (£20:0:0) as a contingency fund to be expended as directed by the Architect. All or any part of this sum not expended shall be deducted from the amount of contract.

G E N E R A L.

The Builder shall make good any damage done to the existing building during the progress of his contract.

On completion of the work the whole of the new additions and the existing building shall be cleared of all rubbish and left clean and sanitary.

Builders are requested to inspect the existing building and the site before tendering, for which every facility will be given them on application to the Architect.

Proposed Additions to Premises in Cuba Street, for The Executors of The T. G. Macarthy Estate.

Scale 8 feet to 1 Inch

J. M. Dawson, Architect
Wellington. October 1912

PROPOSED ADDITIONAL STOREY

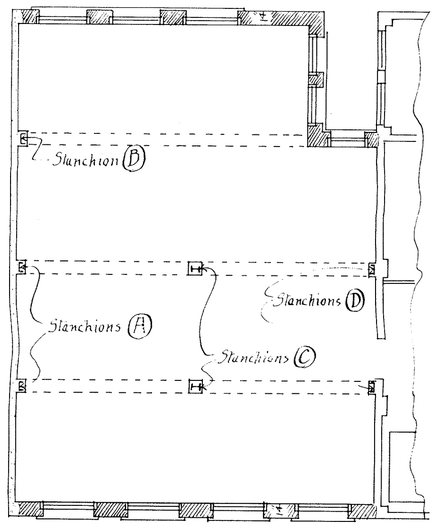
TO THE PRESENT CONTRACT FOR TWO STOREY ADDITIONS TO PREMISES AT CORNER OF CUBA ST & SWAN LANE, FOR THE PUBLIC TRUSTEE, EXECUTOR FOR THE T.G.MACARTHY ESTATE.

J.M. Lawson
Architect
The Clinton
29/11/12

Scale 8'-1"

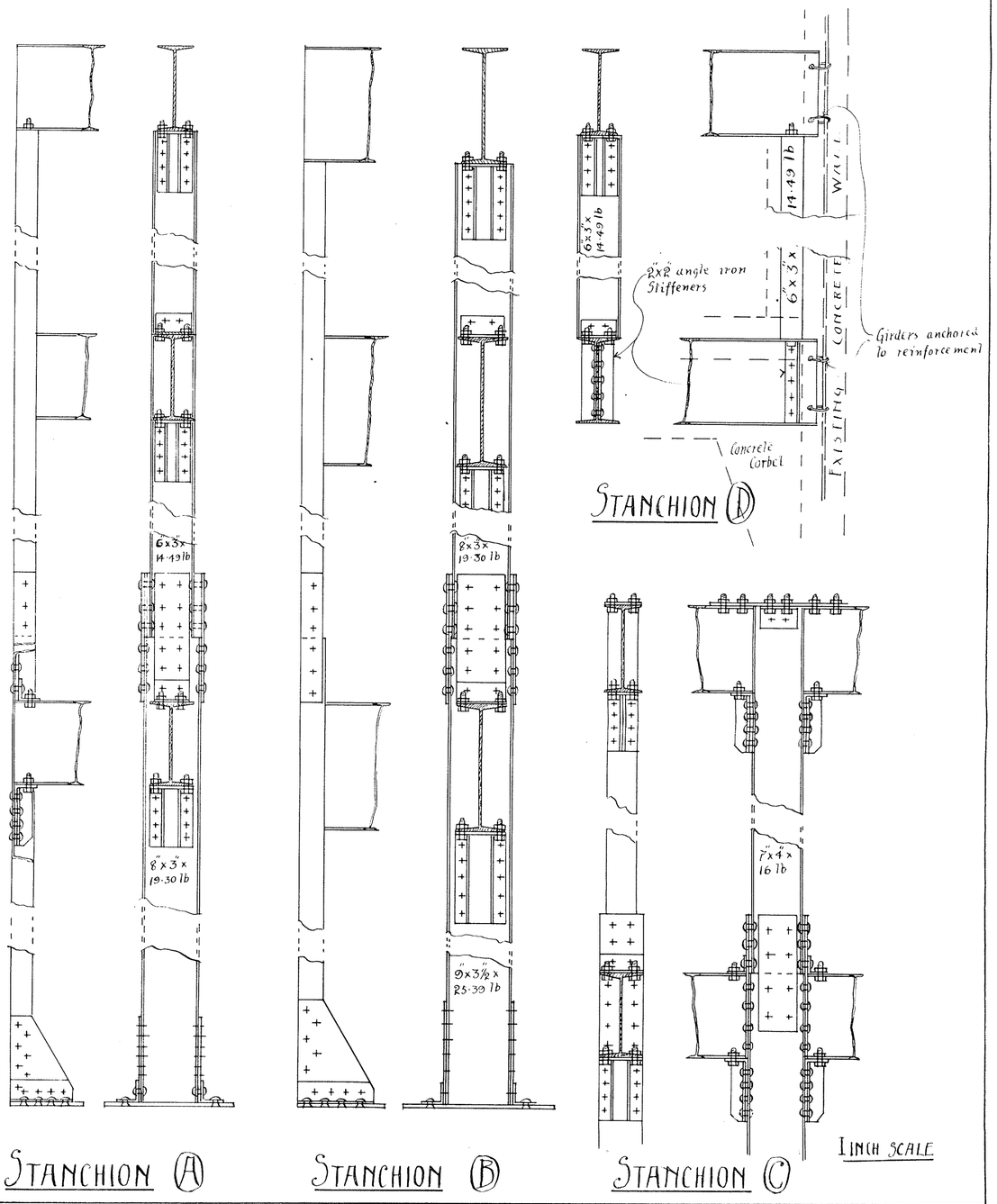
— CROSS SECTION —

— LONGITUDINAL SECTION —



— PLAN OF ADDITIONAL FLOOR —

SWAN LANE



STANCHION (A) STANCHION (B) STANCHION (C) STANCHION (D)

1 INCH SCALE