

BRANTFORD  
CITY HALL  
COMPETITION

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BRANTFORD ONTARIO

# BRANTFORD CITY HALL COMPETITION

## Brantford, Ontario

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## INTRODUCTION

Brantford, with a population of 55,000, is picturesquely situated on the Grand River in the heart of the most populous area of Canada. Originally a trading outpost, it grew up as the commercial hub of a thriving agricultural region. Brantford is now an important industrial centre manufacturing a wide range of goods from heavy agricultural machinery, building products and chemicals to piano keys, awnings and paper products.

In altitude it is approximately 700 feet above sea level and has a pleasant, equable climate. Its central location makes it an ideal base from which to tour an area that is not only one of the earliest settled regions of Ontario but also one of varied natural beauty. Within 80 miles of Brantford lie the entire Niagara Peninsula, the shorelines of Lakes Erie and Ontario, the cities of Buffalo, Hamilton, Toronto and London. One-fifth of the population of Canada — about 3,500,000 people reside in this area.

The city takes pride in the fact that it is the "birthplace of the telephone", but fewer know that the first "sleeper" railway car was built in Brantford and inspected by Mr. George Pullman. While arguments raged in the rest of Canada about fluorine in the water supply, Brantford took the step in 1945.

Culturally, many items are worthy of note. Architects will be interested in them all, but the preservation of historic buildings is of particular interest as we approach the centenary of Confederation. Brantford has preserved the Alexander Graham Bell homestead, and a unique church, Her Majesty's Chapel of the Mohawks (1785) the only Royal Chapel outside the British Isles.

In 1956, Mr. E. L. Cockshutt gave the city his estate of "Glenhyrst" for the purpose of establishing a centre for "art and cultural pursuits". The property consists of a mansion, coach house and cottages along with 16 acres of landscaped and wooded grounds. In 1964, it is estimated that 10,000 persons will take an active role in the programs of the centre — programs which range from "ceramics, painting to music appreciation".

The Glenhyrst Program is managed by the Glenhyrst Arts Council. The Glenhyrst Commission operates on a budget of \$22,270.00 of which \$16,960 comes from the City of Brantford.

There is also a Brantford Symphony Orchestra which plays a series of free concerts each year. It is supported by public subscription.

An experiment in 1964 was the Maytime Festival. As part of the Festival an art show which attracted 300 amateur artists was held outside the present City Hall. The works of art, good and bad, combined with the weekly market made as colourful a spectacle as would be found anywhere, and attracted many interested visitors.

The local Labour Council and Junior Chamber of Commerce are pressing for a Civic Centre which, with Glenhyrst, would round out the many cultural activities of the community.

The idea of a competition for a new Brantford City Hall to house the corporation of the City of Brantford stems from a desire for an efficient well-planned building to replace an outmoded one, but also to have a highly imaginative centre for the Corporation in keeping with local pride in this historic city.

## PART I

### 1. INVITATION

The Corporation of the City of Brantford, hereinafter called the Corporation, invites all architects resident in Ontario to submit designs in competition for a new Brantford City Hall in accordance with the program and terms, mandatory and otherwise, of these conditions.

The winner of the Competition shall execute a contract with the Corporation similar in form to the Standard form of Agreement issued by the Royal Architectural Institute of Canada, provided that the remuneration of the architect shall be as set forth in Part I, Item 10 of these Conditions, and all subject as otherwise provided in these Conditions.

A firm or other association of architects formed for the purpose of this competition shall be defined as a "competitor".

A competitor may form an association with a landscape architect or town planner, or other professional who must show proof of membership in his professional Society or association.

(See Registration form in pocket at back of Booklet)

### 2. PROFESSIONAL ADVISER

Dr. E. R. Arthur, M.A., B.ARCH., F.R.A.I.C., F.R.I.B.A., LL.D., A.R.C.A., has been appointed to advise on the preparation of these conditions and to conduct the Competition. His address for the purpose of the competition will be:

*230 College Street,  
Toronto 5, Ontario*

### 3. JURY OF AWARD

A Jury of Award has been appointed to assess the designs and recommend the awards. It will consist of the following members:

Dr. E. R. Arthur, (Chairman), architect, Toronto.

M. Charles Trudeau, architect, Montreal.

(A member of the firm responsible for the design  
of the Ottawa City Hall.)

Mr. John Andrews, architect, finalist City Hall Competition,  
Toronto.

Mr. Ronald J. Thom, architect, designer of Massey College,  
Toronto.

Mr. Jack I. Brown, Alderman, City of Brantford.

In the event that a member of the Jury of Award is unable to act, the Corporation will, on the recommendation of the Professional Advisor, appoint another in his place.

### 4. FINALITY OF JURY DECISION

The Corporation agrees that the decision of the Jury of Award, or a majority of them, in respect to the awards, first, second and third shall be final. Subject as otherwise provided in these Conditions, the Corporation also agrees to the services of the successful competitor, and to enter into an agreement with him; and thereafter, the relationship between the

Corporation and the architect shall be the same as the normal relationship between architect and client in accordance with the terms of that agreement.

#### 5. AVAILABILITY OF THESE CONDITIONS

Competitors may obtain one set of these Conditions by depositing the sum of \$5.00 with the Professional Adviser. This sum will be refunded to those who submit a bona fide design or who return the Conditions in good condition within a period of one month.

Remittances should be made payable to The Corporation of the City of Brantford. See also Part I, Item 6 of these Conditions.

#### 6. REGISTRATION

Every intending competitor shall register his name and address in writing with the Professional Adviser, Dr. E. R. Arthur, at 230 College Street, Toronto 5, not later than August 27th, 1964. The Registration form in the pocket at the back of the book shall be used for this purpose. The Register shall be confidential until the end of the competition. It is agreed that registration does not imply an obligation to submit drawings.

A design shall not be accepted from any person whose name does not appear on the register.

If the Professional Adviser is not satisfied with proof of membership (see Invitation Part I, Item 1) in the Ontario Association of Architects, or, in the case of association with the membership of other professionals, he shall notify the said person in writing that he is not eligible to compete, and shall report his actions to the Corporation. The decision of the Professional Adviser in respect to eligibility to compete shall be final, conclusive and binding on all points.

N.B. In view of the above, competitors are advised to register before the final date of registration. They may register at any time after receipt of these Conditions up to the final date of registration.

#### 7. QUESTIONS AND ANSWERS

Competitors wishing to obtain further information in respect of this competition shall forward their questions in English, typewritten and without name or address to the Professional Adviser so as to be received in Toronto on or before September 16, 1964.

Questions received after that date will not be answered. Answers to questions shall be considered modifications and extensions of the Conditions.

#### 8. PREMIUMS AND THE COMMISSION

First -	\$7,500.00	(in advance of fees)
Second -	\$3,000.00	
Third -	\$1,000.00	

#### 9. INTENTION TO BUILD

It is the intention of the Corporation to build as soon as is practicable after the award of the Jury of Award is announced.



If, in spite of present intention to build, the project is delayed by acts of God, war, change in the national economy or such other factors as in the sole discretion of the Corporation make building an unwise undertaking for the Corporation, and the architect has had no instruction to proceed beyond his competition drawings, the successful competitor will, after three years, receive an advance of fees of \$10,000.00 in addition to the prize money of \$7,500.00 already received.

If, for any reason, the project is deferred indefinitely, the payment of the said amount shall be accepted by the successful competitor as full payment for his work and in full satisfaction of all his claims and a complete release shall be executed in favour of the Corporation by the successful competitor.

#### 10. FEES

The fees for the architect's services for the Municipal Building in Brantford shall be 6% of the cost. The architect's services shall include all consulting engineering, and landscaping services necessary to carry out the work. Consultants necessary for the proper execution of the building in all its engineering aspects and landscaping shall be engaged by the architect with the approval of the Corporation and shall be paid out of his fee of 6%.

If the successful competitor lives at a distance from the City of Brantford, he will be entitled to travelling expenses above his fee of 6%.

'Cost' shall be taken to mean the cost to the Corporation of the work and approved additions thereto including contractor's profit and expenses, but not including architect's and engineering consultant's fees or the fees of other special consultants or of the clerk of the works. (The clerk of works may be a city employee whose salary would be paid by the Corporation.)

#### 11. THE SUCCESSFUL COMPETITOR

In view of the size of the undertaking, a Committee, consisting of the Professional Adviser, the President of the R.A.I.C., and the President of the Ontario Association of Architects, will pass on the qualifications of the successful competitor if they are considered inadequate due to youth, inexperience or lack of office organization. He will be required (mandatory) to associate himself with a local architect whose experience and organization is acceptable to the Committee. His fee for the execution of the work will not be increased by reason of such association.

The decision of the Committee shall be considered binding and conclusive on the successful competitor.

N.B. The association required above shall not be construed as inviting influences inconsistent with the integrity of the winning design.

#### 12. AGREEMENT WITH ARCHITECT

The Corporation will enter into an agreement in writing with the appointed architect setting forth the terms of his engagement based on these Conditions and instructions, and in the event of any dispute between the parties as to the matter to be provided for in the said agreement, such dispute shall be referred to the Committee (referred to in Part I, Item II of these Conditions), whose decision shall be final and conclusive and binding on all parties.

The appointed architect will be required without payment of extra fee to modify his design to meet criticism of the design by the Jury or the reasonable requirements of the Corporation.

In the event of the death, resignation or incapacity of the appointed architect before the completion of the said works the Corporation shall be entitled to appoint another architect on such terms and conditions as they shall think fit.

### 13. MANDATORY PROVISIONS

Certain provisions are marked 'mandatory'. The competitors who fail to observe strictly such provisions shall be declared ineligible, and Jury of Award shall be so informed by the Professional Adviser whose decision in respect of any such ineligibility shall be final and binding on all parties.

### 14. COST OF THE BUILDING (MANDATORY)

Cost is an important factor in the City's decision to hold a competition for a new City Hall. Competitors are asked to work to a gross area of 45,000 square feet with 5% flexibility either way.

The Competitor's design will indicate to the Jury many of his qualities as an architect. Of major importance will be his appreciation of what is appropriate for the building having consideration for its significance in the life of Brantford, and for the limitations of the budget as indicated by the anticipated gross area, (See also Part I, Item 17).

### 15. ANONYMITY (MANDATORY)

A competitor shall not communicate directly or indirectly with any member of the Jury of Award in respect of any matter associated with the Competition, except as provided for in Part I, Item 7. If proof of such a breach of the Conditions is reported to the Professional Adviser, he shall inform the competitor in writing of his disqualification. The decision of the Professional Adviser in this regard shall be final and conclusive and binding on all parties.

Model and documents submitted shall bear no names or marks which could serve as a means of identification.

With each set of drawings, there shall be attached an opaque, sealed envelope without identification of any kind. This envelope shall contain the name and address of the competitor. It shall also contain a declaration signed by the competitor stating that all documents submitted have been prepared by him, or in his own office under his supervision. If the design is submitted by two or more architects associated for the purpose of this Competition, the names and complete addresses of each person thus associated must be given.

The professional Adviser shall number all drawings and model submitted, and place a corresponding number on the envelope submitted with the drawings.

### 16. MODEL AND DOCUMENTS REQUIRED (MANDATORY)

a) *A block model* (painted grey) to a scale of 1/40" - 1'0"

The Corporation is arranging for a model of the site and adjoining

square to the same scale. On this model, the Jury will set each competitor's model of the new Municipal Building; and will study each in turn in relation to surrounding buildings and spaces.

N.B. Competitors will go to unnecessary expense if they submit a model other than the one described.

- b) *Plot plan* showing the building at first floor level and the landscaping of the site to a scale of 1/16" - 1'0". Landscape treatment will be in colour. Only immediate environs (streets, etc.) need be shown.
- c) *Other plans* to a scale of 1/16" - 1'0".
- d) *Sections*. Two to a scale of 1/16" - 1'0".
- e) *Elevations*. The two elevations not shown in perspective will be rendered in tones of grey (any medium) and shadows will be cast, 1/16" - 1'0".
- f) *A perspective* from the south west showing the principal front and side. The perspective will be in colour indicative of materials used in the building. This perspective and (g) below will be shown on 1 sheet — the exterior from the south west being a major drawing which will be used for publicity purposes.
- g) *Interior perspectives*:
  - (a) The entrance hall, i.e. the citizens' first impression as they enter to pay taxes or do other business; approx. 60 square inches.
  - (b) The Council Chamber. Approx. 60 square inches.
- h) *A Report*.

N.B. 1. Drawings will be on 30" x 40" boards. They must be photostated and mounted, but originals must be kept by the competitors. The winner's drawings cannot be reproduced satisfactorily in the Journal or other magazine from photostats.

#### 17. REPORT (MANDATORY)

Each set of drawings shall be accompanied by a report of not more than 600 words in length. The report shall cover any remarks the competitor may wish to make in regard to the general concept in addition to a description of structure and materials, and, especially, those items that are not readily understandable from the drawings and model.

In addition, the report will show:

- (a) a table of square footage and cubage. Cubage is to be so computed as to show, as accurately as possible, the actual volume of the building calculated from 6 inches below the ground level of the lowest floor in any part of the building. Volume is defined as any parts of the structure that are integral parts of the building. Canopies, terraces and walks in the decorative landscape shall not be included.
- (b) The square footage of the building (floor by floor, and total) shall be shown.
- (c) The Competitors' estimate of the cost of the building.

#### 18. DELIVERY OF MODEL AND DRAWINGS (MANDATORY)

Drawings (flat) and model shall be securely wrapped in one package and

addressed by an adhesive label which will be supplied to registered competitors and by no other means.

All packages will be held for the Professional Adviser who will open them, number the model and all documents submitted, and place a corresponding number on the envelope submitted with the documents.

#### 19. SIGNIFICANT DATES (MANDATORY)

Conditions available to Competitors	— approx. July 30, 1964
Registration closes	— September 21, 1964
Question period closes	— September 16, 1964
Last date for receipt of entries	— January 4, 1965
Jury will meet	— January 7, 1965

#### 20. EXAMINATION OF DRAWINGS

The Professional Adviser shall examine the model and drawings submitted in the competition in order to ascertain whether they comply with the mandatory requirements of this program, and he shall report to the Jury of Award any instance of failure to comply with these requirements. Any competitor so disqualified will be notified in writing by the Professional Adviser.

#### 21. PROCEDURE OF THE JURY

The Jury of Award shall study carefully the program and any modification thereof, which may have been made through written communications, and shall then study the designs and reports on several days.

The Professional Adviser shall act as Chairman of the Jury and will vote. Having decided by discussion and ballot the order of merit of the final three designs by an unanimous or majority vote, the Jury shall notify the Professional Adviser in writing of its decision, giving the numbers of the designs selected, and their order of merit: First, Second and Third. The Professional Adviser shall then, in the presence of the Jury and a member of the Corporation (or its appointee), open the envelopes corresponding to the number on the drawings and announce the names and addresses of the successful competitor and those placed Second and Third. The Professional Adviser will then inform each of those competitors by wire of the result of the Competition.

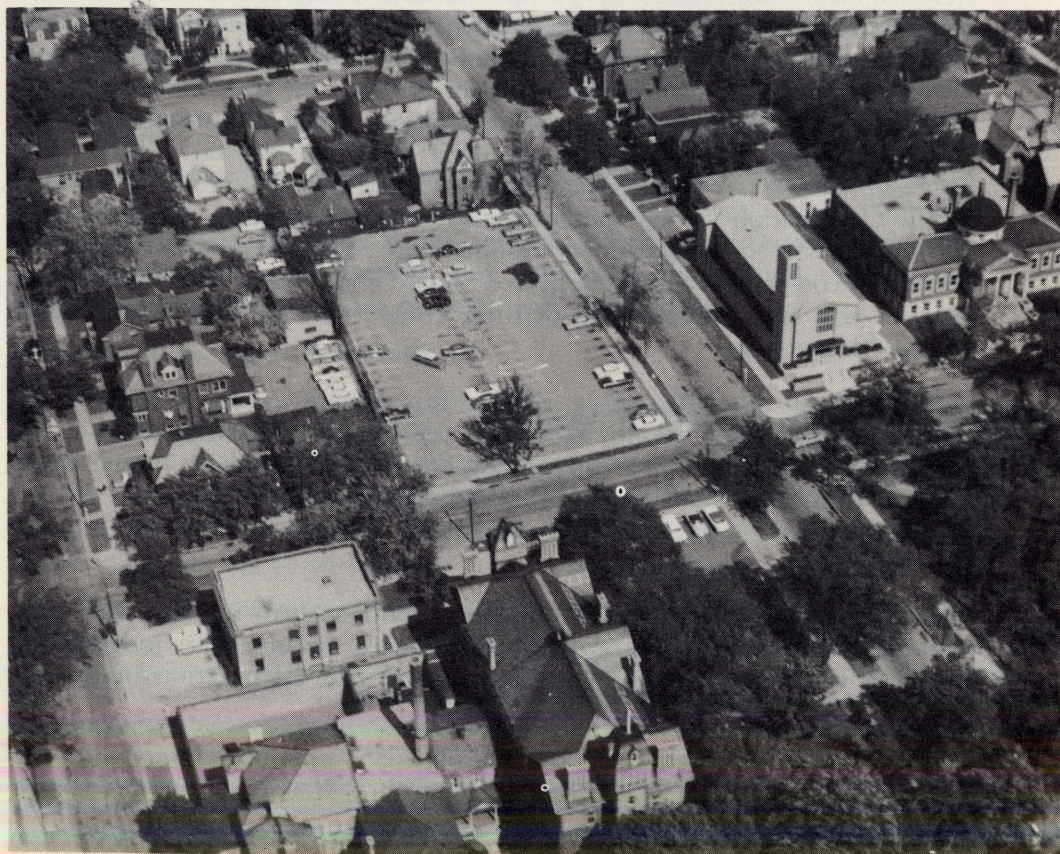
#### 22. REPORT OF THE JURY OF AWARD

The Jury shall prepare a report giving the reasons for its decisions, and a copy of the report shall be sent to all competitors.

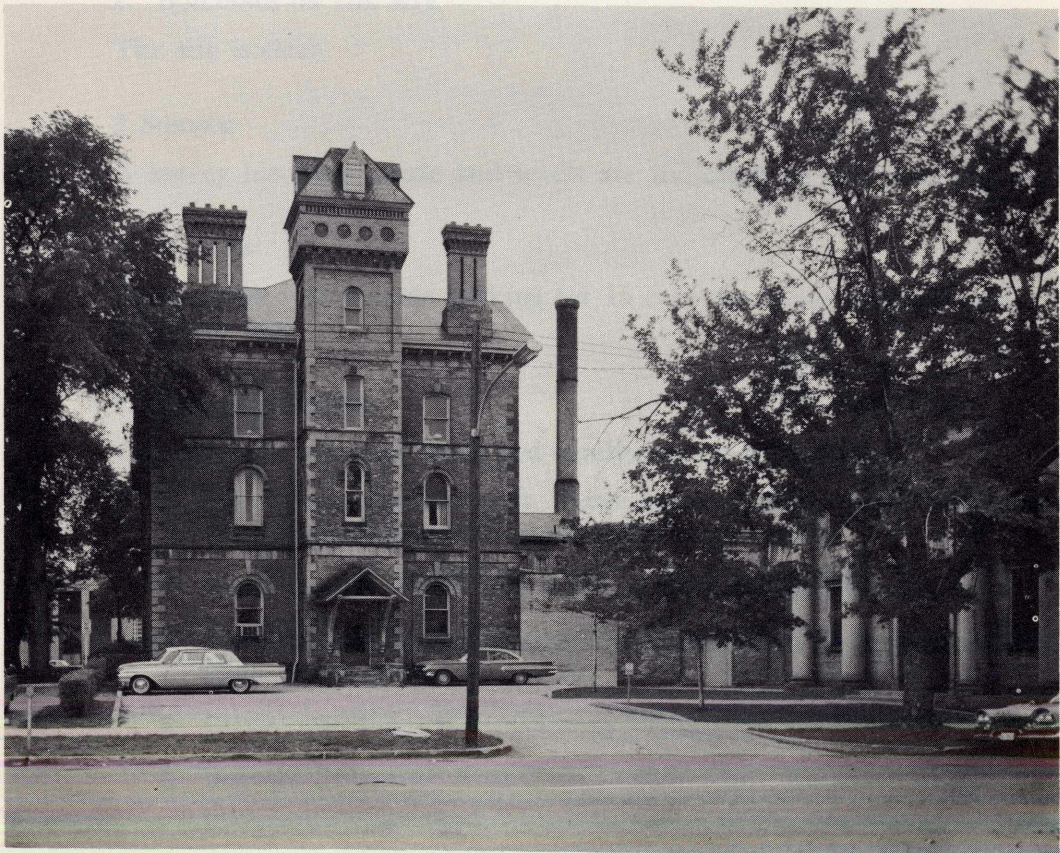
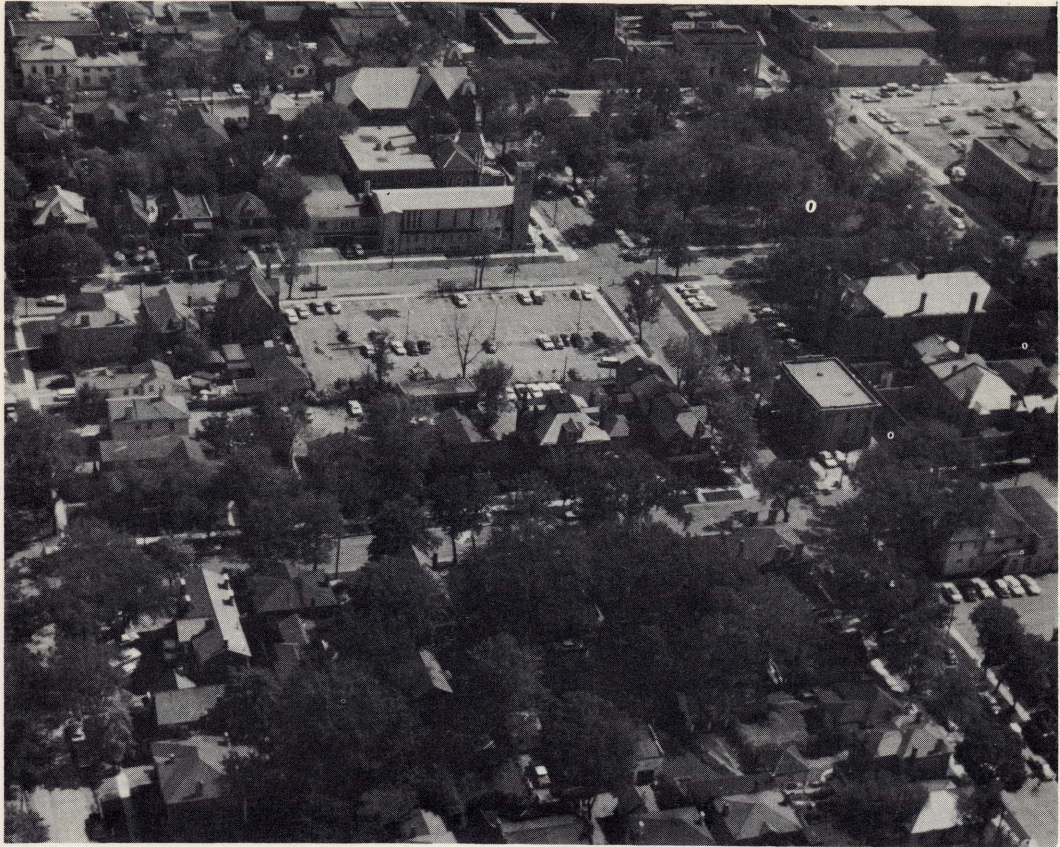
#### 23. EXHIBITION AND COPYRIGHT

The Corporation shall have the right to retain on loan for one year from the date of the awards any drawings and models submitted for judging, for purposes of publication or exhibition, as the said Corporation in its sole and absolute discretion, shall deem advisable.

In the view of the above, the Corporation can assume no responsibility for protection of copyright or the loss or damage of drawings or models while in transit or in its possession.



TOP: *Looking across the site towards the North*  
BOTTOM: *Looking across the site towards the East*



TOP: Looking across the site towards the South

BOTTOM: East elevation of Court House Bldg. front or South elevation of Registry Office to the right of picture

Models, drawings, and other documents not retained by the Corporation for exhibition, will be returned to the competitors following the judging. The model and drawings of the successful competitor will remain the sole property of the Corporation.

24. CARE OF MODEL AND DRAWINGS

Although all reasonable care will be taken, the Corporation will not be responsible for loss or damage to drawings or model while they are in their possession or in transit.

25. APPROVAL OF THESE CONDITIONS

These conditions of competition are approved by the Ontario Association of Architects.

## PART II

### 1. THE SITE

The site is a commanding one facing the Court House and Court House square, a large open space with lawn and fine trees. The only disturbing factor in the view from the site is the presence in the immediate foreground of the Court House parking yard. Competitors will assume that the presence of a new handsome City Hall will be sufficient reason for removal of the parking to another location, one would hope at not too late a date.

It will be seen from the plan of the site and Square that the Registry Office faces the new building on George St.

The Registry Office is 58'5" feet wide and 31'0" feet high to the top of the parapet.

The end of the Court House which faces George St. and the site is 48'0" feet in width with a wall extending 118' feet to its termination on Nelson St.

The Court House measures 42'9" to the cornice. The design is Victorian Classic with a slate roof, and the walls are grey brick with stone quoins.

To the south across Wellington St. is Central Presbyterian Church, a stone building of simple form with a regular arrangement of windows. The church is 31'3" to the nave eaves.

To the north is Nelson St., which is wholly residential in character.

The properties from the rear of the lot to Charlotte St. are residential.

### 2. BUILDINGS ON THE SITE

The site is clear.

### 3. SURVEY

A survey has been made and levels are indicated on the plan provided.

### 4. PARKING

Competitors will provide parking for 15 cars, discreetly screened from the new City Hall.

### 5. SOIL CONDITIONS

One test hole has been made and conditions are as described.

1. Fill: To a depth of 3 ft. 9 ins. below existing grade, comprising mixed layers of gravel, wood and foreign matter.
2. Sandy gravel: From 3 ft. 9 ins. to 25 ft. 6 ins. below grade.
3. Interbedded Clayey Silt and Silty Clay: From 25 ft 6 ins. to 52 ft. 0 ins. below grade.
4. Clayey Silt Till: 52 ft. 0 ins. to 57 ft. 7 ins. below grade.
5. Bedrock Dolomite: 57 ft. 7 ins. to 62 ft. 8 ins.; Recovery 100% thus indicating bedrock on site is in a sound condition.



*Water Conditions:*

Ground water level was established at a depth of 14.5 feet in the sandy gravel stratum.

*Observations:*

1. The foundations of a structure on this site may be placed in the stratum of sandy gravel, and for analysis purposes, a basement is assumed with the foundations at 8 feet below grade.

2. For continuous footings where settlement is limited to 1 inch, the allowable bearing value is 3.0 tons/sq. ft. for footings between 2.5 ft. and 5.5 ft. wide. A decreased value of 2.0 tons/sq. ft. may be adopted for footings between 1.5 ft. and 2.5 ft. wide, and again between 5.5 ft. and 9.0 ft. wide.

3. It is considered that the allowable bearing values are sufficient for the proposed municipal building. In the event that the allowable bearing values given are found to be insufficient, then a pile foundation may be adopted. The piles will be of end bearing type. Refusal will, in all probability, occur before the bedrock is reached, in the stratum of extremely dense till. If bedrock is to be used as the end bearing medium, jetting of piles down to bedrock may become necessary.

It is clear that other test holes will have to be made, but the information provided should be sufficient for the Competition.

6. DOCUMENTS RELATING TO THE SITE

- a) Plan to 1/60" = 1'0"
- b) Map of Brantford showing site.
- c) Historic Brantford, a pamphlet.

7. SURROUNDING AREA

The site is bounded by George St., Wellington St., Nelson St., and the residential property facing on Charlotte St.

8. CLIMATIC DATA

Average annual precipitation:	31"
Average annual snowfall;	44"
Bright sunshine: (total hours)	2000
Frost free period:	142 days
Mean January temperature:	22° F.
Prevailing wind:	w/s.w.
Maximum gust speed:	75 m.p.h. - 15 p.s.f.

9. AIR CONDITIONING (MANDATORY)

The building will be completely air conditioned for summer and winter. This will not be the concern of the competitor at this stage except that he will show approximate areas given up to mechanical equipment. He will be advised to get some technical advice on the area necessary for air conditioning equipment as modern mechanical requirements are considerable, and will seriously affect the design of the building in plan and/or silhouette.

10. THE HEATING PLANT (MANDATORY)

Heating for the building will be from a heating plant in the building itself and is part of this Competition. The decision to use gas, oil, or electricity has yet to be determined.

11. FIRE PROOFING (MANDATORY)

Every possible precaution will be taken to make the construction of the building fire resisting.

12. BYLAW RESTRICTIONS (MANDATORY)

Competitors will follow the National Building Code.

13. SCULPTURE AND MURAL DECORATION

Competitors will indicate areas where sculpture and mural painting would be appropriate within the building; or in the landscaping of the site.

14. AREA REQUIREMENTS

Areas given in these Conditions do not include space for such facilities as corridors, stairs, elevators, etc., except where specified.

15. ACCOMMODATION (GENERAL)

The Competitor will use his discretion as to whether certain accommodation should be on one floor or another including the basement (a full basement is desirable), but he will pay particular attention to the interrelated functions of the building, and their accessibility, one to the other.

- (a) The Mayor and his secretary should be located in close proximity to the City Clerk's office for facility of daily work.
- (b) The City Clerk's office should be convenient for public enquiries and service.
- (c) The Treasury Department (Tax Office) should be clearly visible and convenient to the public.
- (d) The offices of the Personnel-Purchasing officer and that of the Industrial Commissioner are side by side, with one secretary serving both officers.
- (e) The Magistrate's Court and Offices are to be entirely separated from the other functions of the City Hall. Competitors will use their discretion as to method which may vary from a separate area of a floor or a wing. Prisoners will be brought to the "Prisoners' Waiting Room" without contact with staff or public.
- (f) An area is required for field staff somewhere on the ground floor in the rear of the building, close to outside access where field parties could park survey vehicles. This area to be used for the storage of equipment of survey parties and construction inspectors, also to clean equipment and reduce field notes and avoid interrupting work of the main drafting office.

A testing room for making simple soil and other related tests should be located on the ground floor adjacent to the Field Survey Room.

The Drafting Room requires adequate daylight — preferably north light.

Printing Room should be adjacent to the Drafting Room.

- (g) Welfare Department should be removed from City Clerk's and similar departments.
- (h) Building and Plumbing permits (see public area, Engineering Dept.) will be issued at a counter in a location convenient to builders and sub trades.
- (i) General dry storage for all departments (except Magistrate's) may be in a central basement area, divided by wire partitions.
- (j) Heavy machinery used by Accounting and Assessment offices, Clerk's addressograph, etc., may be on ground floor or basement, easily accessible to departments concerned.

#### 16. ACCOMMODATION (SPECIFIC)

##### *The Council Chamber*

The following arrangement is traditional at Brantford and should be retained.

- The Mayor (on raised dais)
- The City Clerk (2 desks and 2 chairs)
- Heads of Departments (6)
- The Press (4)
- The Aldermen (14)
- The Public (75)

N.B. All meetings of Council are broadcast over the Brantford Radio Station, giving unusual importance to acoustics. Competitors will indicate the desirable location for the broadcaster who sits with his equipment at a table. Mayor and Aldermen each have a microphone in front of them.

*The Mayor's Office* 400 sq. ft.

*The Mayor's Secretary* 150 sq. ft.

##### *Three Committee Rooms convenient to Council Chambers:*

- (a) Committee room — Provide adjoining kitchenette etc. for small receptions . . . . . 560 sq. ft.
- (b) Committee room . . . . . 480 sq. ft.
- (c) Committee room . . . . . 300 sq. ft.
- (d) Committee room . . . . . 300 sq. ft. 1,640 sq. ft.

Washrooms for men and women will be provided adjacent to the Council Chamber and Committee Rooms. These are not public washrooms for the building, but are for the use of Aldermen and men and women attending Council or receptions.

*The City Clerk*

Private Office . . . . .	225 sq. ft.	
Private Office . . . . .	150 sq. ft.	
General Office (including one partially enclosed space for issuing marriage licences) . . . . .	1,250 sq. ft.	
Machine Room for Gestetner and other printing . . . . .	225 sq. ft.	
Vault . . . . .	360 sq. ft.	
Storage (see Item 15) . . . . .	240 sq. ft.	
Central Purchasing Storage (see Item 15) . . . . .	300 sq. ft.	2,750 sq. ft.

*Treasury Department*

Private Office - accountant . . . . .	125 sq. ft.	
Private Office - Collector . . . . .	125 sq. ft.	
Private Office - Treasurer . . . . .	180 sq. ft.	
Accounting Office . . . . .	700 sq. ft.	
Tax Office . . . . .	1,200 sq. ft.	
Public area . . . . .	350 sq. ft.	
Machine Room (soundproof) . . . . .	400 sq. ft.	
Vaults - Treasury . . . . .	140 sq. ft.	
Vaults - Accounting . . . . .	140 sq. ft.	
Dry and fireproof storage (see Item 15) . . . . .	400 sq. ft.	3,760 sq. ft.

*Assessment Department*

Private Office . . . . .	140 sq. ft.	
Private Office . . . . .	120 sq. ft.	
Main Office . . . . .	1,050 sq. ft.	
Addressograph Room and Clerk's plates (soundproof) . . . . .	600 sq. ft.	
Storage area (see Item 15) . . . . .	120 sq. ft.	
Vault . . . . .	100 sq. ft.	2,130 sq. ft.

*Industrial Office*

Commissioner's Office . . . . .	225 sq. ft.	
Secretary, files and waiting space . . . . .	225 sq. ft.	
Personnel Purchasing office . . . . .	150 sq. ft.	600 sq. ft.

*Legal Department*

Private Office . . . . .	225 sq. ft.	
Secretary's Office . . . . .	150 sq. ft.	
Storage and Library . . . . .	200 sq. ft.	575 sq. ft.

*Employees' Lunch Room*

660 sq. ft.

*Employees' Washrooms*

— Women		
4 w.c.'s, 4 hand basins . . . . .	190 sq. ft.	
— Men		
3 w.c.'s, 2 urinals, 5 hand basins . . . . .	190 sq. ft.	380 sq. ft.
Women's Lounge . . . . .		250 sq. ft.

*Public Washrooms*

Women		
2 w.c.'s, 2 hand basins . . . . .	100 sq. ft.	

Men			
1 w.c., 1 urinal, 1 hand basin . . . . .	100 sq. ft.	200 sq. ft.	
<i>Planning Board</i>			
Private Office . . . . .	150 sq. ft.		
General Office . . . . .	910 sq. ft.		
Storage (See Item 15) . . . . .	100 sq. ft.	1,160 sq. ft.	
<i>Engineering Department</i>			
City Engineer . . . . .	225 sq. ft.		
City Engineer's Secretary . . . . .	100 sq. ft.		
Deputy City Engineer . . . . .	150 sq. ft.		
Roads Engineer . . . . .	120 sq. ft.		
Sewer Engineer . . . . .	120 sq. ft.		
Real Estate Clerk . . . . .	120 sq. ft.		
Building Inspector & Assistant . . . . .	225 sq. ft.		
Plumbing Inspector . . . . .	120 sq. ft.		
Engineering Technicians (2) . . . . .	200 sq. ft.		
Complaint Department . . . . .	120 sq. ft.	1,500 sq. ft.	
General Office . . . . .	600 sq. ft.		
Public Area . . . . .	250 sq. ft.		
Drafting Room . . . . .	900 sq. ft.		
Printing Room . . . . .	150 sq. ft.		
Testing Room . . . . .	100 sq. ft.		
Field Staff . . . . .	600 sq. ft.		
Storage Area (see Item 15) . . . . .	100 sq. ft.		
Vault . . . . .	200 sq. ft.	2,900 sq. ft.	
<i>Caretaker's Equipment &amp; Supplies</i>	100 sq. ft.		
<i>Telephone Equipment Room</i>	25 sq. ft.	125 sq. ft.	
<i>Board of Park Management</i>			
1 Private Office . . . . .	140 sq. ft.		
1 Private Office . . . . .	140 sq. ft.		
General Office . . . . .	320 sq. ft.	600 sq. ft.	
<i>Welfare Department</i>			
1 Private Office . . . . .	150 sq. ft.		
1 Private Office . . . . .	125 sq. ft.		
1 Private Office . . . . .	125 sq. ft.		
1 Private Office . . . . .	125 sq. ft.		
1 Private Office . . . . .	525 sq. ft.	1,050 sq. ft.	
<i>Magistrates' Courts &amp; Offices</i>			
1 Court Room . . . . .	2,400 sq. ft.		
Waiting Room between Courts . . . . .	540 sq. ft.		
1 Court Room . . . . .	1,000 sq. ft.		
Court Clerk's Office . . . . .	640 sq. ft.		
Court Reporter's Office . . . . .	180 sq. ft.		
Justice of the Peace Office . . . . .	335 sq. ft.		
Magistrate's Office . . . . .	300 sq. ft.		
Deputy Magistrate's Office . . . . .	200 sq. ft.		
Counsel's Room . . . . .	170 sq. ft.		
Counsel-Client Interviewing Room . . . . .	150 sq. ft.		
Radio and Press Room . . . . .	150 sq. ft.		

Prisoners' Waiting Room . . . .	160 sq. ft.	
Storage Room (See Item 15) . . . .	400 sq. ft.	
Washrooms - Women		
2 w.c.'s, 2 hand basins . . . .	100 sq. ft.	
Men		
1 w.c., 1 urinal, 1 hand basin . . . .	100 sq. ft.	200 sq. ft.

*Board of Education*

Main Office Area:

(a) 5 Offices, each 160 ft. . . . .	800 sq. ft.	
(b) Waiting Room Area . . . . .	200 sq. ft.	
(c) Duplicating Room . . . . .	100 sq. ft.	
(d) Stockrooms in 3 sections, each 200 sq. ft.	600 sq. ft.	
(e) Payroll Office . . . . .	100 sq. ft.	
(f) Walk-in Vault . . . . .	100 sq. ft.	
Public School Superintendent's Office . . . . .	220 sq. ft.	
Public School Inspector's Office . . . . .	180 sq. ft.	
Public School Inspector's Office . . . . .	180 sq. ft.	
Public School Inspector's Office . . . . .	180 sq. ft.	
Secondary School Superintendent's Office		
2 offices, each 215 sq. ft. . . . .	430 sq. ft.	
Secondary School Inspector's Office . . . . .	180 sq. ft.	
Secondary School Inspector's Office . . . . .	180 sq. ft.	
Business Administrator's Office . . . . .	180 sq. ft.	
Assistant Business Administration Office . . . . .	180 sq. ft.	3,810 sq. ft.
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TOTAL		33,305 sq. ft.

# BRANTFORD CITY HALL COMPETITION

## *Registration Form*

All competitors should fill out Sections (a), (b) and (e) of this form.

The completed form should be sent to:

Dr. E. R. Arthur  
230 College Street  
Toronto 5, Ontario

Eligibility of competitors will be determined from this form.

a) Name (s)

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b) Signature (s) of competitor (s)

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c) Society or Institute of other professionals

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d) Signature of Secretary or other official

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e) Address of competitor (s)

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**DR. E. R. ARTHUR**

**230 College St.**

**TORONTO 5, ONTARIO**

**BRANTFORD CITY HALL COMPETITION**



