

City Hall and Square Competition;  
Supplementary Questions and Answers.



**TO ALL COMPETITORS, CITY HALL AND SQUARE COMPETITION,  
TORONTO, CANADA :**

My Dear Competitor :

With this letter you will receive Questions that have been sent to me, and my Answers. I must congratulate all concerned with the type of questions asked. Few were incomprehensible, and nearly all were reasonable considering the complexity of the problem, and the unfamiliarity of many competitors with procedure in a Canadian City Hall.

To simplify your examination of your own and other competitors' Questions, I have put Questions and Answers under the following headings:

1. Presentation of Drawings and Model.
2. Rooms, Departments and Department Heads Needing Definition or Clarification.
3. Department Relationships.
4. Construction and By-Laws.
5. Future Expansion.
6. General Considerations.
7. Externals, Zoning, etc.
8. Miscellaneous.

In wasting no time in answering your questions and arranging for printing and mailing to you, I am sure that some questions have gone into the wrong categories. I hope you will agree that the question and its answer are more important than the category.

Some answers have changed the mandatory conditions of Competition as printed, and they are as follows:

1. Colour is allowed on model and Square. (See Item 22.)
2. Perspectives are increased to 60 square inches. 40 square inches is still acceptable. (See Item 27.)
3. White prints with black lines are permitted for drawings in the first stage of competition. (See Item 1.)
4. Deduction for areas that will not expand (See Questions and Answers, 5: Future Expansion.)
5. The model will be on level board  $\frac{1}{4}$ -inch thick. (See Item 24.)



# Supplementary Questions and Answers

## CITY HALL AND SQUARE COMPETITION TORONTO, CANADA

### 1. PRESENTATION OF DRAWINGS AND MODEL

(See Part I, Sections 16, 21 and 22)

1. Q. **Are reproductions of pencil drawings permitted (such as photostats or black line prints) or must the drawings be original?**  
A. **Black line prints on white paper are permitted.**
2. Q. **Is ink permissible?**  
A. **No. The whole intent of the first stage competition was to reduce labour and cost to the competitor.**
3. Q. **Is the indication of materials in section mandatory on 1/32" drawings?**  
A. **No.**
4. Q. **May I use watercolours with rules and square to draw the perspectives?**  
A. **All drawings are in pencil. Water colour is not permitted on any drawings, but you may use any tools you like to draw in perspective.**
5. Q. **What is meant by "freehand" perspective? Does this mean line drawing only? Can it have values of grey with shades and shadows?**  
A. **"Freehand" suggests that the perspective is not meticulously drawn as in a highly finished drawing. Yes, it may have values of grey but in pencil.**
6. Q. **May Zip-a-Tone be used?**  
A. **No, as it may not be available in all countries.**
7. Q. **May drawings be on cardboard or illustration board?**  
A. **No. To reduce weight of package, drawings are required on white opaque paper. Tracing paper will not be allowed. See also answer to first question in this section.**
8. Q. **What is meant by "no general titles" on the drawings?**  
A. **There are to be no general titles such as "City Hall Competition", but competitors may use titles such as "South Elevation", "first floor plan", "scale" etc. as may be appropriate. Such titles will be in pencil and not in ink stencils.**
9. Q. **Should dimensions be shown on plans and sections?**  
A. **No.**



6. Black line section (1/50-inch equals 1 foot 0 inches) will be taken through buildings and Square.  
(See Item 24.)

7. New open stair access points to the underground garage. (See Map.)

Interest in the competition is world wide, and architects are registered from the U.S.S.R. to New Zealand. Local interest is also mounting, and arrangements are already being made for the hanging of drawings in September, 1958.

Yours very sincerely,



Eric R. Arthur, M.A.  
Professional Adviser.

P.S.

It would be of very great assistance to me if I had a reasonably accurate estimate of the number of competitors. Accommodation for the drawings and a suitable hall are only two of the problems involved.

I should be more than grateful if you would advise me by February 1, 1958, that you are in fact a competitor. Please use the enclosed postcard for this purpose. This would not obligate you in any way to compete if you decide not to at a later date.



10. Q. Considering the scale of the drawings, and the requirement that the name and use of the rooms be indicated within the same, would it be permitted to make these indications by means of printed legends adhered to the drawings?
- A. No. It is a very great nuisance having to refer to a legend. When a room is too small to take a name within it, the name may be placed beside the room.
11. Q. For transit reasons, may the model be in pieces to be erected in Toronto, providing a setting out diagram is provided, showing landscaping, etc.
- A. No.
12. Q. This questioner writes that, having taken up "the architect's Sacred burden of a competition" there should be no ambiguity in the Conditions. I heartily agree. His question is how to reconcile "No other drawings than these shall be submitted and there is no restriction on the number of sheets submitted".
- A. The mandatory drawings are fixed in number and scale, but the number of sheets on which they are drawn is not limited. For instance, one competitor may show all his drawings on three fairly large sheets whereas another will require six or more sheets of smaller size.
13. Q. This question refers to the Report, Section 22. May report indicate my means of concise explanation or sketches such matters as circulation pattern or aesthetic assumptions etc.?
- A. Yes.
14. Q. Is it correct to understand that only one report is required for an entire set of the drawings submitted for the competition? Or, is it necessary to attach a report for each type of drawings classified in accordance with Paragraphs (a) through (g) of Part I, Section 22?
- A. Only one report is allowed.
15. Q. May the report contain some simple sketch drawings indicating, for instance, structural principles or functional diagrams.
- A. Yes, if you remember that the report is to be as "concise as possible".
16. Q. This question and those that follow deal with Cubic contents, and square footage. (Part I, Section 16.)  
You state cubic contents to be taken as from 6 inches below lowest floor. What heights are to be taken; exact flat roof level or half way up pitched roofs?
- A. 6 inches below the general level of the lowest floor to exact flat roof level or, if the roof slopes, to half the height of the sloping roof.
17. Q. Square footages shown for individual offices: Are these square footages to be held to, or is there a plus or minus percentage that may be allowed on these areas, or areas shown to be used only as a guide for the designer.
- A. 10 per cent plus or minus is permissible.
18. Q. In a multi-storey building with a typical floor repeated, need every floor plan be drawn? Or may the assignment of "departments to be planned as areas only" be scheduled separately?
- A. Yes. The disposition of departments must be shown.
19. Q. Explain "Union size opaque flat paper".
- A. There is no standard size for paper. Size is at the discretion of the competitor. However, all sheets from a competitor must be the same size.



20. Q. Can drawings be folded or rolled?  
A. Drawings must be delivered "flat" or the competitor will be disqualified.
21. Q. Are all room and space sizes "net"?  
A. Yes. Your question is answered in Part II, Section 17. Walls are part of the gross area.
22. Q. **May colour be used on grass, trees, etc. in the landscape of the model?**  
A. **Yes. I do not see that this would add to the labour of making the model. It may simplify it.**
23. Q. **Will no colour be allowed on the model of the building or buildings?**  
A. **Many competitors seem frustrated with the idea of a model in shades of grey—especially where glass is intended in considerable areas. In deciding on grey, I felt that that would be the simplest way of treating the model. As with the Square (see previous question and answer) that may not be so, and I shall rule that colour may be used.**  
**On the other hand, competitors should be aware that the purpose of the model is to indicate the broad outlines of the design and the distribution of masses. No credit will be given for colour by the Jury, and tones of grey are still acceptable.**  
**Transparent materials may be used if desired.**
24. Q. **Should the landscape on the model be indicated flat, as on a drawing, or should it be three-dimensional, showing the different levels, heights of walls, trees, etc? No drawing of the site plan showing the layout of the Square has been mentioned. Is this not required?**  
A. **It is virtually impossible to show levels in the Square. I therefore rule that the base of the model will be a flat board 1/4-inch thick. This board will be tilted in Toronto with its base level with Queen Street.**  
**In lieu of levels on the model base, competitors will draw a simple line section from North to South of the Square to 1/50" = 1' 0". Section will be taken through the buildings. This drawing will be attached to the Report, on a separate piece of white paper.**  
**There will be no drawing of the Site plan showing the layout of the Square. The model should show the competitor's proposal.**
25. Q. Is the square footage of the building to be given net, i.e. usable floor area, or gross, i.e. over the outside walls, including basement.  
A. Gross.
26. Q. How are areas under the building, i.e. where piloti may be used, to be computed in the cubic contents?  
A. Half the cubic contents of the open space will be included in the total.
27. Q. **The Conditions state that each competitor must submit: ". . . two freehand perspectives of interior selected by competitor. Each sketch shall not exceed 40 square inches". Is 40 square inches a typographical error? This area seems to be too small to show any amount of detail.**  
A. **40 square inches was not a typographical error, but was done deliberately to reduce work. However, there have been so many queries regarding this item, that I shall increase the size of these two perspectives to 60 square inches. I do so largely because white prints are now permissible. 40 square inches is still acceptable.**
8. Q. What scale shall sections be?  
A. Refer to the Conditions: 1/32" = 1' 0".



29. Q. Some detail is possible at 50' = 1". Is it allowed to use transparent materials, celluloid, plexi-glas, etc. to indicate the glasses on the model of the construction? May the landscape be green-coloured? May the water of the eventual fountains be shown?  
A. The answer to all your questions is yes.
30. Q. If vignettes are used, shall the area be determined by the maximum size of the rectangle encompassing the outer limits of the vignettes, or shall the vignette area be determined by actual area covered?  
A. The area of freehand perspective sketches will be calculated as the area of the encompassing rectangle.
31. Q. Shall furniture be shown in areas to be planned?  
A. It is desirable only on those floors to be planned in detail. Important rooms like the Mayor's, and Chairman's, Council Chamber, lounges, are more readable with furniture.
32. Q. Is it allowed to insert exploratory notes on the tables of the sections?  
A. This question is not understood. In general, comments should be confined to the written Report.
33. Q. Is the competitor allowed to use a larger scale for some particular section?  
A. No.
34. Q. Spot levels in feet—299.47. Does this mean 299 feet and 47/100 of a foot?  
A. Yes.
35. Q. Will the departmental areas have to be shown individually on floor plans?  
A. Yes.
36. Q. Despatching of drawings :  
A competitor feels that the "last date for despatch of drawings: March 28th, 1958" and the "last date for receipt of drawings: April 18, 1958" gives an unfair advantage to Toronto architects. I have taken some pains to make arrangements that would be equally fair to everyone.  
In brief, the despatch day, March 28th, 1958, means that on that day, or earlier, Toronto architects deliver their drawings and model by messenger; architects in other places despatch their drawings and model by air on the same day, or earlier.
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10 **ROOMS, DEPARTMENTS AND DEPARTMENT HEADS NEEDING DEFINITION OR CLARIFICATION**

7. Q. Please give a clear definition of the word "washroom". Is it correct to understand that a washroom is the one which is equipped with lavatories (or wash-basins), water closets, and/or urinals?  
A. Fully equipped washrooms for men and women will be shown, where needed, at the discretion of the competitor.



38. Q. Could a figure of the ratio of lunch room space per number of employees be given, rather than the rather loosely defined 600 square feet figure.
- A. No. I am sorry that the word "lunch room" was used as it is a misnomer. The Corporation does not intend to provide food, so that the lunch room is not a cafeteria and no kitchens are required. Employees may take their lunches to the lunch room, where tea or coffee may be prepared. This room is not planned in detail.
39. Q. The Mail Room listed under Part II, Section 21, D, is shown to be under "Clerk's Departments". Does this mean that space should be provided in each department for a specific clerk to be in charge of mail distribution within that department?
- A. There will be a single Mail Room operated by the City Clerk. "Under" in the Conditions means under the supervision of the City Clerk, not physically "under" his department.
40. Q. Is the Mail Room accessible to the public?
- A. No.
41. Q. Re: the council chamber chair-desk arrangement. This is not clear enough for us to picture "a certain traditional arrangement of chairs and desks." Please suggest to us the traditional chair-desk arrangement.
- A. The Mayor has a chair appropriate to the dignity of his office, which he occupies when chairing meetings of the Council or receiving distinguished guests. Flanking his chair are two others for distinguished visitors. (See Part II, Section 22) Between the Mayor and the Councillors, who face him, are:
1. The City Clerk at a desk.
  2. Members of the press, who sit at a table.
- Members of Council sit in a U-shape, or semi-circle, or any form that permits debate without addressing a member's back. Members address the Mayor as they would in any meeting where there was a chairman. There are thirty members of Council.
- Heads of departments sit in attendance in Council Chamber in case a matter arises involving their departments. They have papers and each requires a desk. At present there is no satisfactory arrangement for this and competitors are expected to propose one.
- Council and general public rise as His Worship the Mayor enters the chamber. Consequently, there is more ceremony to his entrance if he walks to his chair through the Council Chamber than if he emerged from a door near his chair.
- The Council, which includes members of the Board of Control, meets once every two weeks. The Board of Control meets weekly. Committees of Council meet every two weeks.
- The procedure of the Metropolitan Council is similar to that of City Council.
42. Q. What is the function of the Board of Control?
- A. The Board of Control is the executive body of City Council. The members—the Mayor plus four controllers—are responsible for the preparation of annual estimates, expenditure, and general administration of the affairs of the City Departments, except Education and Police.
43. Q. What is the function of the Mayor at Council meetings—does he direct and preside at them?
- A. Yes. In what is called "committee of the whole", an alderman acts as chairman.
44. Q. Is it desirable that the Council members face the Mayor—or may their back be toward him?
- A. They face the Mayor.



45. Q. Can the Mayor and Council members be at different levels?  
A. Yes.
46. Q. Are the chairs for distinguished guests at the same level as the Mayor's?  
A. Yes.
47. Q. Does the traditional arrangement on plan give the City Clerk and the Press a central position or may they be placed to one side?  
A. A central position. You are free to propose a different arrangement if you feel that it is justified.
48. Q. Are only those people who are to speak before the Council permitted on the main floor, or is the general public also allowed on the Council floor.  
A. The public are seated in rows of seats and remain seated during meetings of Council. When deputations of citizens come from their seats to be heard by Council, they stand. No other members of the general public are on the floor.
49. Q. What is the meaning of: "The Council Chamber and Committee rooms will be shared"?  
A. The Council Chamber and Committee rooms are used at different times by different groups according to a time table—i.e. the Council Chamber will be used by City on one day, and the Metropolitan Council another.
50. Q. May the general public in the Council Chamber be accommodated in a Public Gallery approached from a higher level?  
A. Yes.
51. Q. Section 22, (b): We are not clear as to what is meant by "It should be easy of access by the public and easily seen from the public areas of the floor", referring to the Council Chamber. Does this mean that the Council Chamber itself and/or its main entrance shall be visible from the Public Access Area which will probably be on a lower level, or does it mean that the way leading to the Council Chamber shall be visible from the public areas of the Government Areas.  
A. The way leading to the Council Chamber should be from the public areas of the Government Areas.
52. Q. Does the phrase "room of departure" relating to the Members' Lounges mean that they should open directly off the Council Chamber?  
A. Yes.
53. Q. Re: "The Members' Lounges for both City and Metropolitan representatives . . . are to be the rooms of departure for the chamber." Does this mean that they will be used as Division Lobbies? If so, we cannot see how the Chamber can be visible from the Public areas.  
A. The problem is stated very clearly in Part II, Section 22. I am afraid I have nothing to add.
54. Q. Can the Mayor enter the Council Chamber through the City Council Members' Lounge?  
A. Yes, but it is not desirable.
55. Q. Could the reception room be the lobby of the Council Chamber? Please explain the use of the reception room.  
A. No. The Mayor's reception room is where he would meet distinguished visitors. If, for instance, the Queen and Prince Philip visited the new City Hall, they would meet the Mayor in his reception room, and would then walk to their places in the Council Chamber. It is desirable, indeed essential, that they be able to do so without mingling with the public en route.



6. Q. Should the Council Chamber have a special entrance for distinguished guests, or will they use the entrances used by the Chairman and the Mayor?  
A. Special chairs are provided for only two guests who will accompany the Mayor or the Chairman.
7. Q. Should distinguished guests face the Council or the chair? Approximately how many distinguished guests should be allowed for?  
A. Refer to the answer to the previous question.
8. Q. If the plan is so contrived that the members have entrances to the Chamber direct from their lounges, and the Mayor and Chairman each use entrances directly convenient to their rooms, is it still desirable that there should be an important doorway to the Council Chamber from the public areas of the floor?  
A. Yes.
9. Q. Is the Waiting Room and Washroom for delegations for men only, or is the 300 sq. feet to be divided equally for men and women?  
A. For men and women.
10. Q. It is understood that the Public Access Areas and the Government Areas are to be closely related, but does "the view of the area occupied by elected personnel, public space, etc." mean that the Committee rooms and the Mayor's rooms must be directly accessible from the public space? Are the elected personnel the Councillors and the Mayor?  
A. Lounges and private rooms in the "government" area must, necessarily, be accessible from the public space of the same area, but they must also be private.  
Elected personnel are the Mayor, and members of the City and Metropolitan Councils.
11. Q. Is it desirable for the interview offices to open directly off the Council members' lounge?  
A. No. They are to be accessible to the public, whereas the Council members' lounge is for the use of council members only.
12. Q. Are the interview offices for Metropolitan Interview to have only 30 square feet each? This seems very small.  
A. These rooms are more in the nature of booths where two people may sit and talk, and therefore 30 square feet is adequate.
13. Q. Public Lavatories accessible from the Square: Men 8 W.C.'s. Women 6 W.C.'s. Why fewer W.C.'s for women than for men?  
A. Clerical error. This should read: 6 W.C.'s for men; 8 W.C.'s for women.
14. Q. Are private lavatories required for the personal use of the Mayor, Metropolitan Chairman and Heads of Departments?  
A. Yes. Elsewhere, too. Read Part II, Section 19, item 5 of the Conditions.
15. Q. What is the task of the City Registry Office, the Land Titles Office, and the County Registry Office in the city and metropolitan frame-work, and what communications have they with the departments?  
A. The main task common to these three offices is the registration of deeds, mortgages, mortgage assignments, etc. The distinction between "City" and "County" Registry is a territorial one. The Land Titles Office is an establishment for the convenience of those who are interested in all



"charges" which are imposed on any land or title within the City and Metropolitan Area. Provision of direct communication from these offices to the general administration offices is not mandatory.

66. Q. Is it desirable that the City Registry Office, the Land Titles Office, and the County Registry Office each be planned on one floor, or may any or all of them be split between two or more floors?
- A. Although it is preferable to keep each office as a distinct entity, the desirability of any office on two floors is a question to be resolved by the competitor. The offices are administered separately.
67. Q. By the term "cloakroom" do you mean a space for hanging hats and coats, or is it a very small lavatory?
- A. A space for hanging hats and coats.
68. Q. Define the following :
1. Elected personnel.
  2. City Manager of Operations.
  3. City Clerk.
  4. City Solicitor.
  5. Credit Union.
  6. Metropolitan Executive Committee.
- A. 1. *Elected personnel* of City Council are those who, in the biennial elections, are elected to office as Mayor, members of the Board of control, and Aldermen. The Metropolitan Council is composed of representatives of City Council and the councils of adjacent municipalities. They are included in "elected personnel".
2. *City Manager of Operations* will be in charge of the various operating departments of the City. He has not yet been appointed, and competitors can receive no more guidance than is given in the Conditions as to his relationship with the administration, which is described as "close".
3. *City Clerk* is clerk of the City Council, and secretary of the organization.
4. *City Solicitor* is a lawyer who is in charge of the legal department of the City.
5. *The Credit Union* is an organization serving municipal employees in private financing on a co-operative basis.
6. *Metropolitan Executive Committee* is the executive body of the Metropolitan Council. Their function is similar to that of the Board of Control in the City Government.
69. Q. Competitors have requested information on the operation of the following departments.
- A. 1. *Committee of Adjustment* is integrated in the activities of the Property Department as an agent for dispensing Residential and Zoning By-law information.
2. *Metropolitan Licensing Commission* is composed of the Chairman of Metropolitan Council plus two magistrates, for the purpose of exercising jurisdiction over practically all aspects of licensing. They do not issue driving licenses.
3. *Personnel Interview Offices* are used for interviewing prospective employees of the Municipality.
4. *Court of Revision* is a court of one, three, or five members, depending on the population of the City, who are appointed to give decisions on any appeal against the Assessment Act.



70. Q. Please give the descriptive explanation to clarify the relation between City and Metropolitan Government as well as the differences between these two governments in regard to the administrative jurisdictions and functions.

A. The Municipality of Metropolitan Toronto is a federation of 13 municipalities comprising the City of Toronto, 5 Townships, 4 Towns and 3 villages and its creation was enacted in the Legislation in 1953. The area municipalities retain their autonomy in respect of Local matters and have representation on the Metropolitan Council which is responsible for the provision of the Metropolitan services.

*The Metropolitan Council* consists of 25 members:

1. The Chairman, appointed by the Metropolitan Council.
2. The Mayor of the City of Toronto.
3. Two senior Controllers of the City of Toronto.
4. Nine senior Aldermen of the City of Toronto.
5. Twelve Mayors and "Reeves" of the Municipalities forming Metropolitan Toronto.

*The City Council* consists of 23 members:

1. The Mayor of the City of Toronto.
2. The four Controllers of the City of Toronto.
3. 18 Aldermen representing the ward of the City of Toronto, and elected from the nine wards into which the City is divided.

*The Board of Control* of the City of Toronto consists of 5 members:

1. The Mayor of the City of Toronto.
2. The four Controllers of the City of Toronto.

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### 3. DEPARTMENT RELATIONSHIPS

*Note: It is difficult to reply to competitors who think of relationships horizontally or vertically according to their designs. Some competitors may be attaching too much importance to the functions of officials or departments in areas not to be planned in detail.*

71. Q. Is the relationship between various City departments in one group closer than that between a City department and a Metropolitan department having the same function? e.g. Is the relationship between City Treasury and City Real Estate closer than that between City Treasury and Metropolitan Treasury?

A. The relationship between departments *within* a group, i.e. City Treasury and City Real Estate, is closer than between group and group. (See Part II, Section 19, N.B.)

On the other hand, a convenient relationship between groups may be gathered from the order of listing Groups 1, 2, 3, 4, and 5.

72. Q. What is the relationship of the following to the General Administrative offices.

1. City Registry office.
2. Land Titles office.
3. County Registry office.

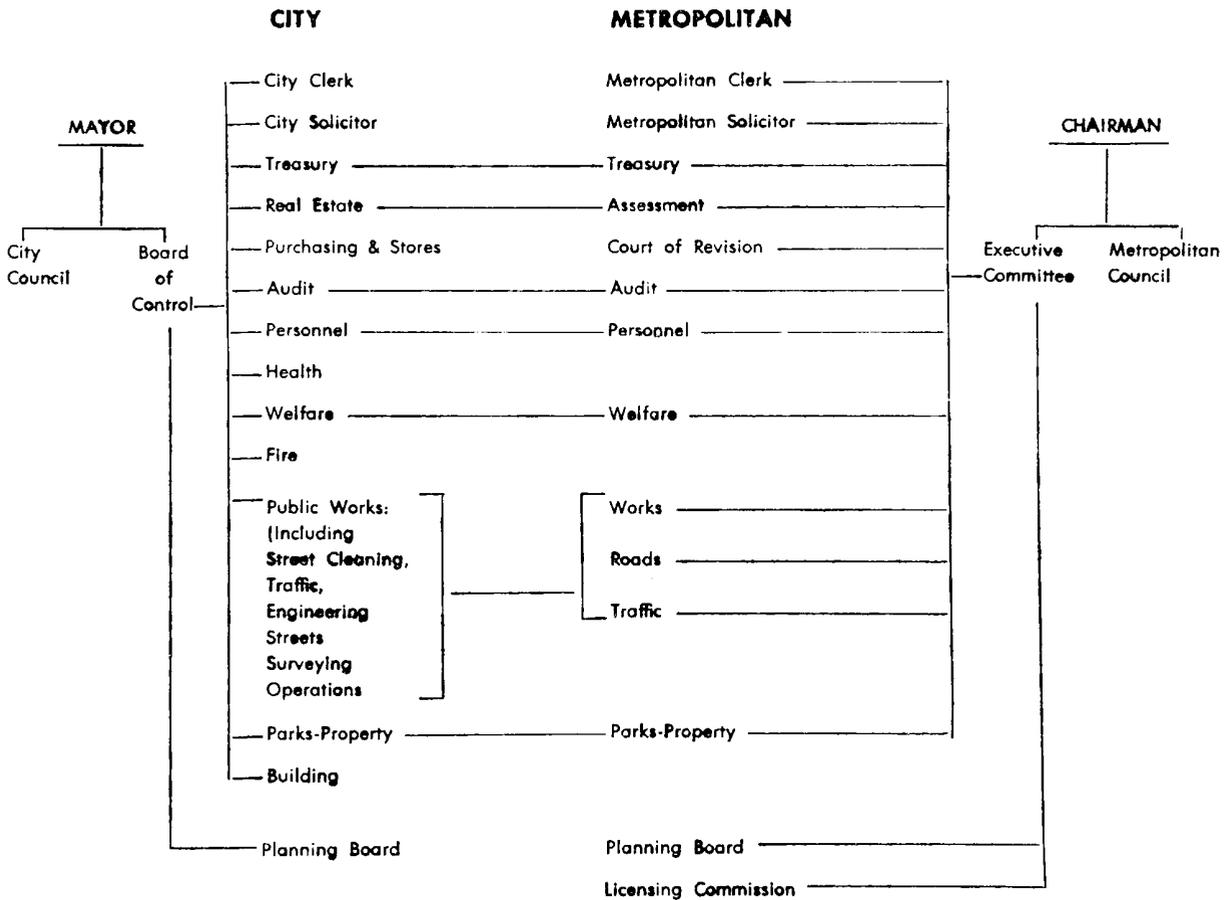
A. Read the Conditions, Part II, Section 19, Item 4. To this I should add that the location of these offices is determined more by convenience to the general public than to any municipal department.



73. Q. Is there a degree of priority for public use and access between Section 21, F—Downtown Reference Library, and Section 19, 4—City Registry Office, Land Titles Office, County Registry Office?
- A. The Library will be used extensively by the general public as well as by civic departments. The City Registry, Land Titles and County Registry offices are used primarily by lawyers and others concerned with land transactions.
74. Q. Part II, Section 18 reads "Department Relationships—Two important functions of the City, and areas requiring close proximity to each other and the ground level of the buildings are . . ." Does this mean that the departments in question must be at ground level, or only readily accessible from ground level?
- A. Readily accessible from ground level.
75. Q. Department Relationships—Other than for reasons of easy access by the public to the Council Chamber (300 seats) is there any reason for locating the Government Areas close to the ground level? What is the special relationship of Government Areas to parts A, B, and C of the Public Access Areas over their relationship to other parts of the building?
- A. Government Areas and Clerks' departments are closely related to the Public Access area, but you are wrong in thinking that this relationship is influenced at all by the 300 people in the Council Chamber. It is an administrative relationship only.  
On important occasions, such as the first meeting of a new Council, or for a distinguished visitor, the public seats may be full. On ordinary Council days, they are empty, or only partly filled.
76. Q. Must the City Clerk's department be of extremely easy access to the public or is a location moderately accessible, but not prominent, considered adequate.
- A. It should be of easy access.
77. Q. Can the departments "planned as Areas" be put in a separate building, apart from the building for "public areas and government areas"? How close is the relationship between these two groups?
- A. The answer is no, if by "separate" you mean completely detached. The daily coming and going between departments and the Administration varies, but the need for accessibility is always present.
78. Q. Does the italicized definition of Public Access Areas relate only to Part A, Sections 1 to 7 of the accommodation under this heading, or to Sections B and C as well?
- A. Only where counter space is mentioned. Otherwise a department adjoins the public space.
79. Q. May City and Metropolitan departments be in separate wings, or in separate buildings?
- A. The Conditions state that all these departments are inter-related. Whether they are to be in separate wings, or in separate buildings, is a question for the competitor to decide.
80. Q. What is the functional relationship of the areas in Part II, Section 19 (City and Metropolitan) to the areas in Part II, Sections 21 and 23 (Public Access, and Government Areas)?
- A. In the order given, i.e. The Treasury department, etc. in Group 1 is closer to the Government than is Group 2; and Group 2 is closer than Group 3, and so on.
81. Q. You speak of a "desirable relationship". Is it up to the contestant to determine the desirable relationship between different departments?
- A. Guidance on relationship is given in Part II, Section 19. It is up to the competitor to use this as he sees fit in making his proposals.



82. Q. Is it desirable that each of the Departmental Groups listed in Section 19 of Part II of the Conditions be planned on one floor, or may the City and Metropolitan portions of any group be on separate floors? Further, would it be undesirable for either the City portion, or Metropolitan portion of any group to be split between two or more floors?
- A. Each group, or the City and the Metropolitan departments in each group, need not be planned on one floor. This might in fact, for design and space reasons, be impossible. The relationship of similar City and Metropolitan departments on more than one floor can be either efficient or inefficient, dependent solely on the details of the design submitted.
83. Q. Would it be possible to obtain an organization chart of the Toronto City Government and the Metropolitan Toronto Government, which will also show the line of communication.
- A. The chart appears below.





## 4. CONSTRUCTION AND BY-LAWS

84. Q. *City Buildings Dept.*—650 sq. ft. only are listed for this Department. Is this large enough for Toronto?
- A. The space referred to here (650 sq. ft.) is only that area allotted to the Building Department in the public access area and where it is proposed applications for building permits would be made. This area is listed under Part II, Section 21 of the Conditions and is to be planned in detail.
- The space proposed for the main offices of the Buildings Department is 15,000 sq. ft. in area as listed in Section 19 of the Conditions which space is to be planned only as an area. It should also be noted that both these areas do not include space needed for entrance halls, corridors, washrooms, stairs, elevators, escalators, etc. unless specified.
85. Q. In view of the relative ratio of cost of the presently constructed garage to the Square and City Hall, may it be assumed that where and if required for a competitor's scheme the structure of the underground garage may be strengthened or altered to accommodate building over?
- A. The above could be done, but, in fairness to all competitors, I must rule that such a proposal is outside the terms of the Competition. In short: No.
86. Q. Are there any restrictions on artificially lit and ventilated toilets and/or escape stairs?
- A. It is permissible to have interior toilets and stairways without natural light. Mechanical ventilation of toilets is subject to approval of the Department of Public Health.
87. Q. From Part II, Section 16: "The occupant load for office space shall be calculated on the basis of 1 person for each 100 sq. ft. of floor area." Is it gross floor or net office floor area?
- A. The occupant load is based on gross floor area.
88. Q. Does fireproof construction means construction that is fire resistant or non-combustible. Would it be possible to publish more information on the Canadian Codes of Practice relevant to fire protection in buildings?
- A. The use of the word "fireproof" to indicate type of construction is misleading although it is a word in general use. Fire resisting construction more aptly describes the type of construction required, and it is the wordage used in building codes. In Toronto, fire resisting construction also means incombustible construction. In a building of fire resisting construction, the structural frame is required to be erected of reinforced concrete or steel enclosed within a fire resistant incombustible fire proofing material.
89. Q. What do the by-laws state in regard to the person/sanitary fitting ratio, lift speeds, and the number of lifts per floor per person? What do the by-laws state in regard to permanent partitions?
- A. I assume the words "person/sanitary fitting ratio" refers to toilet rooms and the number of conveniences required to be provided. Insofar as employees are concerned this subject is governed by the Factory, Shop and Office Building Act of the Province of Ontario, and requires that separate toilet rooms be provided for male and female employees with a minimum of one water closet and one urinal for every 25 male employees, and one water closet for every 15 female employees.
- The reference to lift speeds and lifts per floor per person is not governed by regulations. The operation and construction generally of elevators is controlled by the Elevators and Hoist By-



law of the City of Toronto. Provision for elevator services is a matter left to the discretion of the competitor. The capacity of a Passenger Elevator will normally average about 13 persons, such capacity being based on the load carrying strength of the elevator equipment calculated at 150 lbs. per person.

90. Q. Would it be possible to procure a waiver in regard to the bonded masonry external walls? Are pre-fabricated concrete frames with infillings of pre-cast concrete panels ruled out on this score?
- A. In lieu of a bonded exterior masonry wall, the Department of Buildings will accept a minimum of 6-inch reinforced pre-fabricated concrete panels designed in accordance with the By-law and anchored to the supporting frame in a safe manner. The supporting frame-work may also be erected in a pre-fabricated concrete construction designed in accordance with accepted engineering principles. It should be emphasized that pre-stressed concrete design is not permissible in the City of Toronto.
91. Q. Is there any height restrictions operative on this site?
- A. While there are certain regulations that affect buildings built up to the street line, a sound development of the Civic Square would not contravene the principles of these regulations. Therefore no restrictions in this regard are specified for the competitor.
92. Q. Fire Alarm System. I should appreciate it very much if any information could be given in connection with the fire alarm system and its By-law.
- A. By-law 9868, chapter 25, section 7 states that "every fire alarm shall be a manually-operated trip fire gong, not less than 8 inches in diameter, or an automatic electrically operated system, as required by the Chief of the Fire Department."
93. Q. Referring to Part II, Section 16—(2) Are curtain walls made of prefabricated fireproof materials of less than 8 inches in thickness against the City Building By-law?
- A. The only prefabricated material acceptable to the Department of Buildings in lieu of the masonry specified is 6-inch reinforced concrete.
94. Q. Part II, Section 16: 2: states that external walls other than glass shall be constructed of bonded masonry. Does this preclude the use of metal panels? Is it possible to have external walls constructed entirely of glass and without masonry back-up at the spandrel area?
- A. The only acceptable alternative to masonry enclosing walls is 6-inch reinforced concrete panels or glass curtain wall construction. There is no restriction on the amount of area of window openings; provided the building is structurally sound. A window may be installed from floor to ceiling provided precautions are taken to prevent glass breakage from inside the building.
95. Q. If glass is used as a curtain wall facing, is the competitor free to choose any back-up?
- A. The materials and their use must be acceptable to the Department of Buildings and in a structure of this type incombustible material would be mandatory.
96. Q. Would the Toronto agency for building appeals entertain an appeal on the ground that a metal curtain wall without a masonry back-up is as good as glass and therefore allowable?
- A. The Commissioner of Buildings has complete jurisdiction over the Building By-law and there is no appeal from the Department's requirements. Metal exterior wall construction is not acceptable.



97. Q. Under Item 16 of the Conditions: Extracts from City Building By-law: "External spandrel walls shall be of a minimum thickness of 8 inches of masonry or of glass". May the 8 inches of masonry be faced with any material? May glass be used from floor to ceiling? As a spandrel? Either clear or opaque? Is there a requirement as to wire glass?
- A. Exterior masonry walls may be faced with stone bonded to brick back-up which would normally require a wall 13 inches in thickness. Veneers are not permissible over 35 feet in height above grade. Glass may be used from floor to ceiling with adequate protection provided inside the floor. Glass may be continuous past spandrel beam construction and may be clear or translucent but not opaque. There are certain locations where glass, if used, must be wire glass, such as in service areas in basements and in penthouses above the main roof line.
98. Q. In Section 16, Part II: (2) Exterior walls. Does "glass area" include opaque panels of glass, backed with insulation (in other words, curtain-wall construction)?
- A. The glass areas referred to are those required for window openings on which there is no area limitation provided the construction is structurally sound. Curtain-wall construction is acceptable in lieu of masonry wall.
99. Q. Part II, Section 16: (1) refers to two exits from each storey. Does this mean two smoke-proof and independent enclosed staircases and additional stairs need not be enclosed?
- A. The Building By-law requires at least two exits independent of each other and properly enclosed for the full height of the building and leading to outside air at grade level. Additional exit stairs may be necessary depending on the distance of travel to an exit stairway which shall not exceed 100 feet. If other stairways are provided which may be called service stairways, then such stairs must also be enclosed to prevent the passage of smoke and fire from one floor to another. In the case of one flight service stair between adjacent floors it would be necessary to enclose the stair in the lower floor only.
100. Q. Are stairs serving as required exits from above or below allowed to discharge into a public lobby leading to outside air, the perimeter walls of which must be constructed to serve as the stair enclosure walls.
- A. It is not permissible to have more than one required exit stairway discharging into the same public foyer, as noted above.
101. Q. In Part II, Section 16, of the Conditions, may we understand that the competitors need not follow any other regulations than the Extracts of the City Building By-law which is written in this Section?
- A. Yes.
102. Q. May we understand that a flight of stairs less than 6 risers is not permitted by the City Building By-law?
- A. Yes.
103. Q. Can circular stairs be used in addition to the required number of stairs for exits, etc. for a particular emphasis in lobbies, and so forth?
- A. A tight circular stair is not allowed, but a generous curved stair is permissible.
104. Q. If a fire escape staircase is internal, must it have an open fire court, and, if so, can the minimum dimension be given.
- A. Interior stairways required for exit purposes must be enclosed from top to bottom with direct access to the outside air at grade level, and so located that persons leaving the building can go directly to a public highway without entering the building again.



105. Q. Part II, Section 16—Stairs and Landings: "The minimum width of stairways shall be 44 inches" . . . continued to the end of that paragraph. Is the following the correct interpretation of this? This minimum width, or the required width as laid down may continue right through the full height of the building, without adding the additional corridor width of each floor to the stairs. But, when this staircase together with others reaches that floor which gives exit to the street, then only must all doors add up to the total of the stairs etc. reaching that part of the building i.e. if six stairs meet into one foyer at ground level, then the exit doors must be the cumulative of the six stairs widths?
- A. The minimum possible width of any stairway in the buildings must not be less than 44 inches. However, the required width must be calculated on the basis of 22 inches for each 60 persons using the stair from any one floor, and it is not necessary to accumulate this width from floor to floor except in the case where exits from a high occupant floor join into such stairways. This would be the case where an exit from the Council Chamber joined a stairway serving office floors above. The exit width of stairs is also accumulative for all stairs below the first or ground floor and the accumulated width of stairs from lower levels and upper levels in addition to the occupants of the first or ground floors using such exit doors. It should be emphasized that required exit stairways must not funnel into a common foyer at grade as indicated in the latter part of this question.
106. Q. May escalators be used in open wells or must they be accommodated in fire proof enclosures as for stairs?
- A. Escalators must be enclosed in all cases similar to that required for exit stairways. The appearance of spaciousness may be achieved in a public foyer, the perimeter walls and doors of which may be erected of construction which can be considered as stair or escalator enclosing walls. In that case, the condition is the same as that for an open stairway.
107. Q. May an escalator above the Government area floor be without enclosing one hour walls if it is provided with a fire cut off shutter at each floor?
- A. An automatic shutter would not react to the passage of smoke between floors and would not be acceptable. In the case of a single run escalator between adjacent floors, the enclosure is necessary in the lower floor only and this could be of plain wired glass construction.
108. Q. Part I, Item B, Section 16, dealing with the City By-law, implies that any use of a mezzanine level served by open escalators and stairs must be closed off from the main floor in the event of fire. This is impossible in a mezzanine which does not extend to the outer walls of the ground floor at any point. Does, therefore, item (b) overrule item (a) of Part I?
- A. It is presumed that reference is being made to Section 16, of Part II. The requirements are that the usable areas of any mezzanine floor (offices, assembly rooms, etc.) must be protected against fire and that there must be protected access from these usable areas to at least two fire exits. Any open staircase, or open escalator does not count as a fire exit.
109. Q. By full summer and winter air-conditioning, is it intended that the windows be completely sealed (except for cleaning purposes) and that natural ventilation not be used at all?
- A. Yes.
110. Q. Does Part II, Section 16—1(b) infer that a fine stairway of great width and a triumphal nature cannot be used to approach the Council suite?
- A. No. "Dramatic" might suit the case better than "triumphal".



111. Q. Is it possible to construct elements of the building over the underground parking area?  
 A. The column spacing and loading is clear in Part II, Section 5. Columns will take 3 to 4 feet of earth, or buildings of light construction up to two storeys.
112. Q. May building structures be erected on the deck of the parking basement provided they do not exceed in weight the equivalent of earth and planting allowed for? Would it be possible to be given the load-bearing capacity of this deck?  
 A. See answer to the Question directly above. You have been given the loading of columns.
113. Q. A competitor submits a long list of stones, marbles, bricks, plastics, metals, etc. and asks if these are available in Ontario.  
 A. He is probably familiar with American architectural publications, and I can best answer him by saying that most materials exhibited in those magazines would be obtainable here.
114. Q. Together with the architectural and functional solution of the whole, and especially of the City Hall, it is quite natural that a reasonable economy will play a decisive role in the project. To have a picture of the rough amount of costs of the designed buildings, it would be useful for the competitor to know the empirical local prices of an average cubic foot of built space for different types of buildings, of different heights and constructions, and with differing degrees of equipment of all kind.  
 A. What the competitor asks for is not available, and it is not necessary. Refer to Part I, Sections 15 and 16 of the conditions.
115. Q. Is it possible to have all requirements of Toronto's City Building By-laws made known to the competitor?  
 If this is not possible, may a competitor proceed with his design on the basis of his knowledge of the By-laws within the scope of the extracts cited in the Conditions, determining the problems not quoted in the extracts at his own discretion?  
 A. It is impossible to send by air the rather voluminous By-law Requirements of Toronto. You are correct in your second assumption.
116. Q. Part II, Item 16—Will the local ordinance permit the use of shallow ramps in lieu of stairs, provided the ramps conform with the requirements noted in paragraphs a, b, and c?  
 A. Yes.

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## 5. FUTURE EXPANSION

Future expansion has given concern to many competitors. As a problem for the Corporation in the future, expansion must be faced. The Conditions state that the life of a City Hall is considerably greater than that of an office building, and that areas given competitors for present construction are forecast to provide space for a period of 10 years or more. How much expansion may be required beyond that cannot be predicted, and it must be confessed that 25 per cent gross is a guess.



147. Q. Where "public reception" is listed in Part II, Section 21, A, B) and C, of the Conditions, is it intended that these shall be public spaces for sitting and waiting within the department area, or standing space for the public in front of a reception counter? If the latter, what is the desirable minimum depth of the standing space?
- A. Sitting and waiting within the department.
148. Q. It is stated that "Floor areas given are usable areas, and do not include halls and other public spaces that will give dignity and scale to the floor". Does this mean that areas given under "Wicket(s) and counter space" (Subsections A-1, 3, 4, 5, and 6, and C) include the area required in front of as well as behind the counter, or must the competitor provide space in front of the counter over and above the area requested?
- A. Over and above area specified. See previous answers.
149. Q. Part II, Section 21: A-7: In departments such as Metropolitan Licensing there is no mention of "Wicket and Counter Space". Does this mean that there is no public counter and the General Public are dealt with in the "Public Reception" space, presumably at tables or desks.
- A. Yes.
150. Q. Does the City Treasury Space (3650 s.f.) include space where the Public stands behind counters? (Other wicket sections have a Public Reception space listed.)
- A. Behind counters.
151. Q. In Part II, Section 21, A-2, of the Conditions, "interview areas" are listed. Is it desirable that these areas be separated from public space by full height walls?
- A. No.
152. Q. Cost of materials and labour: Please give names of periodicals published in connection with the cost of construction materials.
- A. You might refer to: Boeckh's *Manual of Appraisal*, Statistical and Publication Office, 1406 M. Street N.W., Washington 5, D.C., U.S.A. However, this information is not necessary for purposes of the competition.
153. Q. If any additions are deemed necessary according to the good common sense of an architect, may such additions be incorporated into the competitor's design?
- A. Additions may not be incorporated.
154. Q. Since the Downtown Reference Library serves general and business readers as well as readers on municipal subjects, would a location within the Square, but detached from other City Hall buildings be acceptable for this library?
- A. The library will serve an important function as a reference library on municipal affairs, minutes of meetings, etc. for persons in the City Hall. It must be attached.
155. Q. Is there anything in the requirements for the library that makes it mandatory to have a two-floor arrangement? This seems implied in the Conditions.
- A. No.
156. Q. Is the library to be air-conditioned?
- A. Yes.



137. Q. The south and east walls of the parking garage seem to be placed just along the sidewalks. Can we cut into the top part of this structure to be able to provide monumental stairs for public access from Queen and Bay Streets, to the top of the garage area?  
A. No.
138. Q. Are car park elevators for vehicles or the public?  
A. For public passengers only. The South-East unit has 2 cabs (15 persons each). The North-West unit has 1 cab (penthouse large enough for second cab if required).
139. Q. May some indication be given of underground garage floor levels?  
A. Floor to ceiling, 1st sub level: 8 foot 6 inches. Floor to ceiling, 2nd and 3rd sub level: 7 feet 6 inches. However, sub levels are not plane surfaces; the floors themselves ramp.
140. Q. Can requirements for the heating plant be expanded upon? Is City steam available to be converted for use in the structure? Might the heating plant be powered by any source of heat: coal, oil, gas, solar, heat pump, etc?  
A. City system is not available. Without detailed planning at this stage, competitors will show an area sufficient for the heating plant of the City Hall. No investigation has, as yet, been made into the subject of fuel which, ordinarily, would be oil or gas.
141. Q. Where will mechanical equipment go?  
A. This will require some research on the part of the competitor, and may be located in a variety of areas depending on the competitor's design of the building.
142. Q. It appears from Part I, Section 16, that the competitor should not place any program space below ground level. Was this the intent?  
A. I fail to see how you get that impression. See Part II, Section 19: Basement.
143. Q. Part II, Section 21, A: 1 of the Conditions states that the depth of wicket and counter space is normally about 7 feet. Does this dimension refer to the distance from the back of a booth to the front of the counter, or the depth of space behind the counter, or the depth of space in front of the counter?  
A. 7 feet is the distance from the back of the counter to the rear of the booth or wicket.
144. Q. The Conditions refer to "Purchasing and Stores". Please give detailed information in connection with the characteristics of this department—are light lunch sales included?  
A. This department purchases all supplies for the City, and has clerical and administrative stores. It has no connection with the sale of light lunches.
145. Q. What percentage of the total staff in the City Hall will be women? This information is required to determine the areas of cloakrooms for women.  
A. No records are kept by the Personnel Department as to the percentage of women employed.
146. Q. Areas are given for wicket and counter space. Do these areas include *any* floor space on the customer side of the wicket or does the figure which is given only cover the counter and the employee space behind it?  
Do the clerks who have desk space also attend the wicket?  
A. See answer to question No. 143. Desk clerks remain at desks.



- A. My investigation would indicate that you are correct only if most effective sun control is used. Otherwise glare and excessive strain on air conditioning would result.  
For absence of glare and minimum load on air conditioning, the most effective Toronto orientation would be:
1. North
  2. East
  3. South
  4. West
130. Q. How important is the orientation for the offices (as areas to be planned in detail, or as not to be planned in detail)?
- A. All cannot receive the most favourable orientation. West is least favourable.
131. Q. Is it considered that the amount of public traffic to the government areas necessitates the use of escalators?
- A. No.
132. Q. Shipping and Receiving is marked "within the building". What location is preferred—basement or ground floor? What shipping is done?
- A. The following items enter or leave the City Hall frequently: furniture, stationery, typewriters, laundry, trash, drums of soap, paper towels, etc. Trucks used will be commercial trucks rather than City owned ones, so that there will never be many waiting in the yard. Four waiting trucks in the yard may be assumed as a maximum.  
Competitors will decide whether yard and "shipping and receiving" are on ground floor or basement. The visual appearance of the yard with trucks in the general plan must be considered. Shipping and receiving will be a closed section (against winter temperatures) with loading dock, over-head doors, etc.
133. Q. (a) Is the parking garage reserved for the cars of City Hall personnel, visitors, and department officials?  
(b) Are parking areas required around the the City Hall (and for how many cars) or is the Square reserved for pedestrians, and a landscaped open space?
- A. (a) The parking garage (1,300 cars) is for the general public. The garage within the building is for "special" cars as stated: those of the Mayor, Board of Control, etc.  
(b) The Square is a landscaped open space and will have no surface cars.
134. Q. To what extent is a competitor allowed to design at his discretion in connection with the parking garage already undertaken by the Parking Authority?
- A. The garage is already under construction.
135. Q. Is two storey height of buildings over the garage a mandatory height limitation? While fully cognizant of technical and economic problems involved, it is respectfully suggested that some leeway be allowed in locating taller buildings over the garage if interests of site plans so dictate.
- A. Two storey height limit is not a height limitation for esthetic reasons but for structural reasons, and loadings that can be carried by the garage columns and roof slab.
136. Q. What is the Construction of the roof of the garage at present being built?
- A. Monolithic poured in place reinforced concrete, 13 inches thick.



Generally speaking, it is the operating departments (the departments that are not planned in detail) that will grow, though not only those. The areas that will, in all likelihood, not grow may be listed as follows:

|   |        |                |
|---|--------|----------------|
| Part II, Section 10:  |        |                |
| Mechanical equipment area .....   |        | sq. ft.        |
| Part II, Section 11:  |        |                |
| Heating plant .....   |        | sq. ft.        |
| Part II, Section 19:  |        |                |
| Basement: Garage .....  |        | 24,000 sq. ft. |
| Part II, Section 21:  |        |                |
| E. Shipping .....   | 1,500  |                |
| F. Library .....  | 18,000 |                |
| Total .....   | 19,500 | 19,500 sq. ft. |
| Circulation space in Public access area (determined by competitor's own design) ..... |        | sq. ft.        |
| Part II, Section 23:  |        |                |
| A. Joint City and Metropolitan .....  | 12,600 |                |
| B. City Government Offices:   |        |                |
| 1. Mayor's Office .....   | 2,300  |                |
| 2. Board of Control Offices .....   | 1,600  |                |
| 3. Council Members .....  | 1,000  |                |
| C. Metropolitan Government Offices:   |        |                |
| 1. Chairman's Offices .....   | 2,300  |                |
| 2. Executive Committee Offices .....  | 1,600  |                |
| 3. Members .....  | 1,000  |                |
| TOTAL .....   | 22,400 | 22,400 sq. ft. |
| Circulation space in Government area (determined by competitor's own design) .....    |        | sq. ft.        |

## 6. GENERAL CONSIDERATIONS

117. Q. May one competitor submit one design with an alternative with slight alterations (forming one set of drawings, not two designs)?
- A. No.
118. Q. May a competitor registered in his own name alone associate with another architect after registration for the purposes of the competition?
- A. No. All competitors must be registered.
119. Q. In the note ruling on registration sent to the competitors, there is the following sentence: "The registered competitor may, of course, acknowledge such assistance if he wished to do so". Question: How?
- A. A number of competitors have asked if students or graduate students helping with the competition drawings may be registered. They may not, but the successful competitor may acknowledge such help in any way that he chooses.



120. Q. When despatching drawings and the model in one package, the postal department may require my name and address to be written on the outside of the package. Would this be a breach of the Conditions?
- A. No.
121. Q. Is it necessary to expose names of Preliminary Competition "winners" to the Jury? Should not these remain completely unknown, except to the Professional Adviser, until after the Final Competition?
- A. See Part I, Section 28. The Jury will know the names, but will be unable to associate a name with a set of drawings.
122. Q. Is there the possibility of the Assessors giving brief personal criticisms with the general criticisms when the drawings are returned?
- A. There will be the final, general report of the Jury, which will go to all competitors
123. Q. Is the time for asking Questions extended?
- A. No, for obvious reasons. Answers to questions become part of the Conditions of the Competition, and some answers may radically affect a design. Consequently, no extension of the time for questions can be allowed. All other dates stand.
124. Q. By "all consulting engineering services" fees to be included in the architect's fees, does this mean heating, ventilating, acoustical, lighting, or does it mean constructional only?
- A. All consulting engineering services.
125. Q. Is there a *major* Entrance or Access to the building or buildings?
- A. Yes. See following Question and Answer.
126. Q. Is it intended that the main entrance referred to shall serve both the Public Access Area and the Civic Suite, or is a separate entrance of a monumental nature required for the Civic Suite, in addition to the main entrance for the Public Access Area?
- A. The Main Entrance will be the entrance to the City Hall. A monumental entrance to the Civic Suite is not called for, and is undesirable.
127. Q. Shall there be provision for bomb shelters within the building?
- A. No.
128. Q. Would it be possible to have complete pictures of the facades that open on the site?
- A. Nothing more complete than the illustrations given. In any case, it should be clear that the facades on Bay, (except for the present City Hall), Queen, and Hagerman Street to the north are temporary, and quite unworthy of the new City Hall and Square, and can, therefore, be ignored.
129. Q. Are the following orientations correctly tabulated in order of preference for offices in the City of Toronto:
1. South
  2. North
  3. East
  4. West



157. Q. Does the 26 per cent. future expansion also apply to the Library?  
A. No.
158. Q. Can the floor of the Library referred to as "First Floor" be on ground level?  
A. Yes.
159. Should the library be physically connected to the City Hall?  
A. Yes.
160. Q. Will the library be open to the public at times when the Public Access Area will be closed?  
A. This has not been definitely decided, but it is thought that the library will be open week-day evenings, and all day Saturday, whereas the Public Access Area is closed at these times.
161. Q. Please clarify the following:  
Government Areas, Accommodation: D. City Departments  
(c) Committee of Adjustment:
- |                        |     |
|------------------------|-----|
| .....                  | 150 |
| .....                  | 150 |
| 8 clerks               | 150 |
| Records and stationery | 500 |
- Either the number of clerks or the area must be incorrect.
- A. The area is incorrect. It should read:
- |                        |     |
|------------------------|-----|
| 8 clerks               | 500 |
| Records and stationery | 150 |
- 

## 7. EXTERNALS, ZONING, ETC.

162. Q. May competitors occupy the terrain north of the competition site (between Hagerman and Dundas Street) in their project of the City Hall? Or, may competitors suspect that there may be an important public building such as a museum, concert-hall, theatre there?  
A. This area is privately owned and its future is unknown. It is not part of this competition.
163. Q. If fountains are installed in the Square, is the water to be obtained from the municipal water system? Will it be possible to obtain well water for this purpose, if a well is provided within the site? Please give the information on the condition of ground water yield under the site area.  
A. Municipal water supply. Borings failed to produce water in quantity.
164. Q. Among the existing buildings around the site, are there any buildings that have particular functional relation with the City Office? If any, which buildings are they? What sort of relations do they have with the City Office?  
A. None. See following Question and Answer.



165. Q. Would you kindly answer the following question: To what use will the existing City Hall be put after occupancy of the new building, and, in view of that use, what degree of physical access from the new building to the existing building is desired?
- A. The old City Hall will become the Police Headquarters and Magistrates Courts. No connection is necessary.
166. Q. Will the Square be open at all hours to the public, or is it visualized that the Square or parts of it will be closed off at night?
- A. The Square will be well lighted, and open at night.
167. Q. The Conditions state: "A setting for orchestra or band is required, but not a band shell. Is this sentence intended to exclude an artificially constructed setting of another type than a band shell? For example, may space be reserved for an open air theatre in a park setting?
- A. Whatever provision is made should not restrict the pedestrian use of the Square.
168. Q. Can the existing public garage entrances be utilized, and if necessary supplemented, to give access to additional parking, shipping and receiving called for in the Conditions?
- A. No.
169. Q. Is it correct that designs of the garage, stairways, elevators, and ramps are left to the discretion of a competitor?
- A. No.
170. Q. Will the architectural appearance of the two elevator penthouses be matched with the architectural appearance of the City Hall?
- A. Not necessarily. These are now being built. The design of elevator penthouses may be revised later as a result of the winning design, but their design is not part of the competition.
171. Q. Are locations of the penhouses fixed?
- A. Locations are fixed.
172. Q. May it be assumed that the existing wirescape on, or bordering, the site are not to be considered?
- A. "Wirescape" is a new word to describe the mess of poles and Hydro Electric wires that mar our cities. Owners who pay for it may have the wire put underground. We can assume that that will be required by the Corporation.
173. Q. What are the facing and roofing materials of City Hall, Osgoode Hall and the Armouries?
- A. Roofs are copper. The walls of the old City Hall are of a red sandstone no longer quarried. The walls of Osgoode Hall are a grey stone quarried in Ontario. The Armouries are brick and stone.
174. Q. Do existing utility lines, such as power and water mains, have any effect on the design considerations of this Competition?
- A. Only in answer to question No. 205.



175. Q. Is the parking already planned for the Civic Square intended for staff and visitors to the City Hall?  
Where and how will future parking be arranged once the buildings are erected?
- A. The underground parking garage for 1,300 cars at present under construction is largely for customers to downtown shopping. If further underground parking is provided, it will be so arranged as to leave the proposed buildings undisturbed. This is not part of the Competition.
176. Q. What is the location of the closest subway station?
- A. At the corner of Yonge and Queen Streets. There is also one at the corner of Dundas and Yonge Streets.
177. Q. Can the shipping and receiving areas be entered through the existing underground entrances (leading to the parking area)?
- A. No.
178. Q. Can you define "accessible from the street"?
- A. Generally speaking this refers to the areas at ground level.
179. Q. The Competitors feel that the two lift housings on the proposed Town Hall Square could have a very adverse affect on the appearance of the Square or very substantially limit the design possibilities. Would it therefore be possible for the Competitors to suggest alternative positions for these lift housings or would escalator access and egress to the garage be considered.
- A. Position is fixed, but detailed external treatment is not unalterable.
180. Q. Is it possible that the Competitors move the proposed elevator and stair penthouses and the two exterior stairs to different locations and choose freely the sites for the entrances?
- A. No. See Question and Answer preceding.
181. Q. On the site plans provided there are drawn two elevator penthouses. Does the "elevator penthouse from the parking garage" mean that one penthouse has to be got rid of?
- A. No. Both are to be provided.
182. Q. It is noted from the photographs that the site is at present used for surface parking. The underground garage at present under construction will provide parking for one car per approximately 1,000 square feet of the new building. This ratio is local code minimum and represents 1/3 of actual requirements in this city for office occupancy by private enterprise, which has a smaller proportion of visitors than a City Hall. Even though the number of cars, per capita, is smaller in Toronto than in Los Angeles, we would like to be sure to provide for adequate parking.
- A. See several answers elsewhere to the parking problem. It is not your problem except for the limited parking within the building.
183. Q. May direct access or exit be obtained at any of the underground car park levels for either Service, Officials or Public?
- A. For later consideration, but not part of this competition.
184. Q. It seems desirable to have direct connections with the underground garage. In order to work out such a proposal it is essential to have more information about the garage, which is now under construction. Could we have plans and sections for that structure?
- A. See answer to the Question above. No further drawings can be supplied.



185. Q. An underground garage affording additional capacity would be a sizable project. It is our impression from reading the Conditions, even though they do not say so outright, that a large surface parking lot is not what is wanted in the way of a Civic Square. The Conditions make no mention of parking other than the small garage for special cars. As we are trying for a realistic solution rather than just a dramatic one, would you please answer the following questions:  
 (a) Shall any parking be provided on this site in addition to the garage at present under construction and the small garage mentioned in the Conditions?  
 (b) If so, shall this parking be surface or underground?
- A. There will be no surface parking. Space for 1300 cars for customers of downtown shopping are provided. 900 more underground are contemplated (not part of the competition). This is not the only parking in the area, which is reasonably well provided for in surface parking and parking garages.
186. Q. The Conditions call for a garage and service area of 24,000 square feet. Is there anything to prevent a competitor from making the garage and service area contiguous with the existing parking facilities? Can we assume that the parking facilities now under construction might be used by City Hall employees, and therefore should be readily accessible?
- A. The parking garage may well be used by employees as well as ordinary citizens with business downtown. The Conditions do not contemplate a connection. See answers to previous questions in this section.
187. Q. If garage columns will take 3 to 4 feet of soil, would such soil be above pavement level or flush with it? Alternatively, what is the relation of the garage roof slab with the pavement?
- A. The soil will be approximately level with the sidewalk, dependent on competitors' desires. Garage roof slab follows fall in site.
188. Q. Are positions of garage ramps irrevocably set?
- A. Yes.
189. Q. Ramps to underground garage: A note on the site plan at 1 inch equals 50 feet scale states: "Approach to underground garage ramp shown dotted, may be adjusted to suit competitor's design." Does this mean that only the approach to the ramp may be adjusted, or is the competitor permitted to adjust the ramp itself to suit his design, provided that it still enters the underground garage at this point shown on the plan?
- A. Yes, but it is preferable that gradient does not exceed 7 per cent.
190. Q. What will be the architectural character of the elevator penthouses above the parking garage?
- A. "Functional . . . glass and coloured brick". The Parking Authority invites architectural treatment at the suggestion of the competitor.
191. Q. Are the elevator penthouses serving the underground car park at present under construction approached from all four sides?
- A. No. Access is as shown on the map at 50 feet = 1 inch. (Part II, Section 6, D).
192. Q. What is the finished top side elevation (height) of the underground parking garage and do we assume that the 4 feet of earth which may be allowed will be on and above this level?
- A. It falls with the slope of surrounding North-South streets. Yes, earth is above this level.



193. Q. What is the height above the finished top side elevation from the underground parking of the stairs and elevator buildings?  
 A. As already told: See Part II, Section 6, D.
194. Q. Are there other proposed or existing off street parking areas in the surrounding areas of the site of the Competition?  
 A. Parking is already being provided by the Parking Authority and by private enterprise. The location of these sites does not affect this competition.
195. Q. Please give some information as to the main access to the new Civic Square. It seems reasonable to reckon with the main access being from the south side of the Square i.e. from Queen Street West. Is this correct?  
 A. Access to the Square is from all sides. The second part of your question is directly related to design.
196. Q. What Town Planning ordinance applies to the surrounding properties in plot ratio?  
 A. Bulk control for surrounding commercial development.
197. Q. How large an area of the downtown business district does the Corporation's base model cover? How high is the tallest building shown on this model? How high is the City Hall tower?  
 A. The model base should include the area bounded by Simcoe Street, Teraulay Street and its extension, James Street and by its extension, and Richmond Street. The tallest building, the City Hall tower, is approximately 300 feet from the sidewalk.
198. Q. In planning the Civic Square for park and recreation, it is important to know what other parks and recreation areas are contemplated, or exist in the immediate vicinity surrounding the site of the competition. Can we obtain this information?  
 A. No major parks or recreation spaces are within reasonable walking distance of the site.
199. Q. In order to fully develop the site, is it possible to obtain the land use and analysis of the area surrounding the site and does a purposed master plan of downtown Toronto exist and can it be obtained?  
 A. A land use map would confuse most competitors and cannot be provided at this stage. A master plan of the area to the south does exist. It is an area that will be developed by private enterprise and is zoned "commercial".
200. Q. At what height is it possible to get a view of Toronto Bay?  
 A. The possibility of an unobstructed view of Toronto Bay may, for all practical purposes, be ignored. It should be noted that the height of the site, approximately 296 feet above sea level, is only approximately 50 feet above the level of Lake Ontario, which is 246 feet above sea level.
201. Q. Is it not necessary to take earthquakes into design considerations?  
 A. It is not necessary.
202. Q. Since the site is near the business district of Toronto, there will be heavy traffic. Will any roads within the Square be used for through vehicular traffic from East to West, or vice versa; or should the roads in the Square be planned only for those who have business in the City Hall.  
 A. No. Roads in the Square are not expected to serve anything except the civic buildings and auxilliary functions.



203. Q. Is it possible to re-organize the traffic system around the site so that direct pedestrian access to the site would be possible without crossing street intersections on Queen Street West? This would involve the closing of Chestnut Street and Bay Street for a limited extent where they abut on the Osgoode Hall site and the City Hall site respectively
- A. An interesting idea, but not possible at this stage.
204. Q. No building lines are indicated on the Site Plan (scale 1 inch to 50 feet). Are the solid lines which curve inwards towards the site from Bay and Chestnut Streets the curb lines, and, if so, how do these curves affect the building lines?
- A. Lines shown solid are curb lines except where shown dotted. Competitors are permitted to modify this to adjust to their own designs. In leaving the establishment of building lines to the competitor, the difficulty of his problems is appreciated. The height of future buildings on the perimeter is not known. Certainly, the height of present buildings should not be regarded as permanent on any side of the Square.
205. Q. What is meant by "easement for services" in the region of Hagerman Street on the Site Plan (scale 1 inch to 50 feet)? Who holds the easement and what are the services?
- A. The easement for services on Hagerman Street refers to power and gas lines that will be extended to Bay Street. Consequently, the easement should be preserved and no building should be placed over it, inasmuch as the expense of getting at services for repair if a structure interferes is considerable.
206. Q. With reference to Part II, Section 21—G, are the public lavatories accessible from the Square to be housed in a separate structure? May they be? If not, are they to be made available at times when the main building is essentially closed, as at night?
- A. Public lavatories will be in the building accessible from the Square. It may be assumed that they will be available at night—though this is a matter of policy to be decided later.
207. Q. How is snow in Toronto removed from (a) roadway surfaces (b) roofs of buildings and (c) building sites, on occasions of heavy snow-falls?
- A. (a) With salt, or small snow ploughs; (b) Snow is not removed; (c) with manual labour, or mechanical equipment.
208. Q. Could you supply us or could we obtain the zoning restrictions of the areas directly adjoining the site of the competition?
- A. These areas are zoned for commercial uses, at high density (Plot ratio 12.0).
209. Q. At what level are Yonge Street subway platforms?
- A. I fail to see how this can affect the competition scheme, but: Elevation of crown of road at junction of Queen and Yonge Streets—290 feet.  
Level of platform at Yonge Street—264 feet.
210. Q. Could you give us information concerning the exact location of the proposed East-West subway in relation to the site?
- A. The location of an East-West subway is still under consideration as a long-term project. Platforms have been constructed under the existing Yonge-Queen subway stations (50 feet below street level) to make provision for a Queen Street line should one be constructed in the future.



211. Q. Should the street car facilities now existing in the vicinity of the site be considered to remain for the life span of the proposed City Hall?
- A. No. Existing street car facilities have a limited economic life, and are unlikely to be replaced. Other methods of public transportation will replace the existing facilities along Queen and Bay Streets.

212. Q. Can analysis of the traffic and transportation conditions be obtained concerning the area of the site of competition and the surrounding areas in the City of Toronto? Please give the traffic volume per day and per hour of the streets adjacent to the site.

- A. Traffic flows around the Civic Square taken recently gave the following normal non-peak hourly traffic flows:

|               |     |                   |      |
|---------------|-----|-------------------|------|
| Dundas Street |     | Queen Street      |      |
| Westbound     | 650 | Westbound         | 380  |
| Eastbound     | 620 | Eastbound         | 550  |
| Bay Street    |     | University Avenue |      |
| Southbound    | 450 | Southbound        | 1290 |
| Northbound    | 480 | Northbound        | 1330 |
|               |     | (p.m. peak)       | 2200 |

213. Q. Could the following levels be supplied: sidewalk elevation at South West and North West corners of the existing City Hall.

- A. South West: approximately 292 feet.  
North West: approximately 295 feet.

214. Q. What are the heights of the buildings surrounding the Civic Square?

- A. In the foreseeable future, it is anticipated that many buildings in the immediate vicinity of the Civic Square will be replaced by new buildings. Approximate heights of surrounding buildings are:

**West elevation of existing City Hall:**

|                                   |          |
|-----------------------------------|----------|
| Top of central gable .....        | 120 feet |
| Parapet to central block .....    | 70 feet  |
| Parapet to wings .....            | 90 feet  |
| Ridge line to central block ..... | 120 feet |
| Ridge line to wings .....         | 140 feet |
| Tower to top of finial .....      | 270 feet |

Building immediately north of existing City Hall at Junction of Albert and Bay Streets 145 feet

Osgoode Hall ..... 40 feet

**Armouries:**

|                     |         |
|---------------------|---------|
| Central block ..... | 55 feet |
| Wings .....         | 40 feet |

215. **Soil Report:** The soil is essentially clay for a depth of about 50 feet below grade, where shale occurs. Toronto Building By-law permits a maximum load on solid shale of 25 tons per square foot. Due to the nature of the soil, it would not be possible to obtain a water supply for the purpose of air conditioning.



226. Q. Please give the information on the lucidity and cleanliness of the outside air in summer and water in the urban area of Toronto.

A. 1. The acidity of collected dust and rainfall over a one-year period varies between pH 4.1-6.8 and pH 5.0-7.0. Values of 5.2 and more are common.

2. Sulphur Dioxide is the only gas which has been measured. In the period July 1, 1956 to June 30, 1957, there were 27 days on which concentration was 0.5 p.p.m. or more. The highest value was 1.15 p.p.m.

3. Suspended Particular Matter. Data expressed in Cohs per 1000 lineal feet of air.  
Number of Days When Readings were Obtained

| <u>Under 3</u> | <u>Over 6</u> | <u>Over 8</u> |   |
|----------------|---------------|---------------|---|
| 233            | 92            | 25            | Test Station ¼ Mile N.W. of Civic Square. |
| 46             | 88            | 67            | Test Station ¾ Mile S.W. of Civic Square. |

227. Q. Please give the names of books available dealing with Canada's vegetation—names of ever-green trees, shrubs, etc.

A. *Native Trees of Canada*—The Queen's Printer, Ottawa, Canada.

Alfred C. Hottes: *Book of Trees*—McClelland and Stewart, 25 Hollinger Road, Toronto, Canada

228. Q. Is it correct that the Conditions do not allow for an actual City Hall in the true sense of the word—i.e. there will be no grand hall, banqueting hall, or other appertaining facilities?

A. There is no banqueting hall, but some areas can be quite "grand" if designed with imagination.

229. Q. Is there any reason why proper assembly hall for large civic receptions has been omitted?

A. Yes. It is not required.

230. Q. Is depth of annual snowfall at 54.6 inches to be encountered in one "accumulation" of snow?

A. 54.6 inches is the average total annual snowfall, as stated in the Conditions. Accumulation is rarely more than 12 inches, due to melting.

231. Q. The Conditions state that the average annual precipitation is 30.93 inches (rain and snow) and that the average annual snowfall is 54.6 inches. Is this correct?

A. Yes. The annual "precipitation" measures the annual rainfall, plus the water equivalent of the annual snowfall.

232. Q. To what degree is the City-Metropolitan distinction considered ideal and permanent.

A. Perhaps it is neither ideal nor permanent, but the accommodation required here would not radically alter if the City-Metropolitan structure changed. Important rooms such as the Council Chamber are, you will notice, shared by both.

233. Q. Is it possible to delay the date of despatch (March 28) and of receipt (April 18) of submissions one month, inasmuch as the time between the receipt of the Answers to questions (January 1st) and March 28th is very short.

A. No.

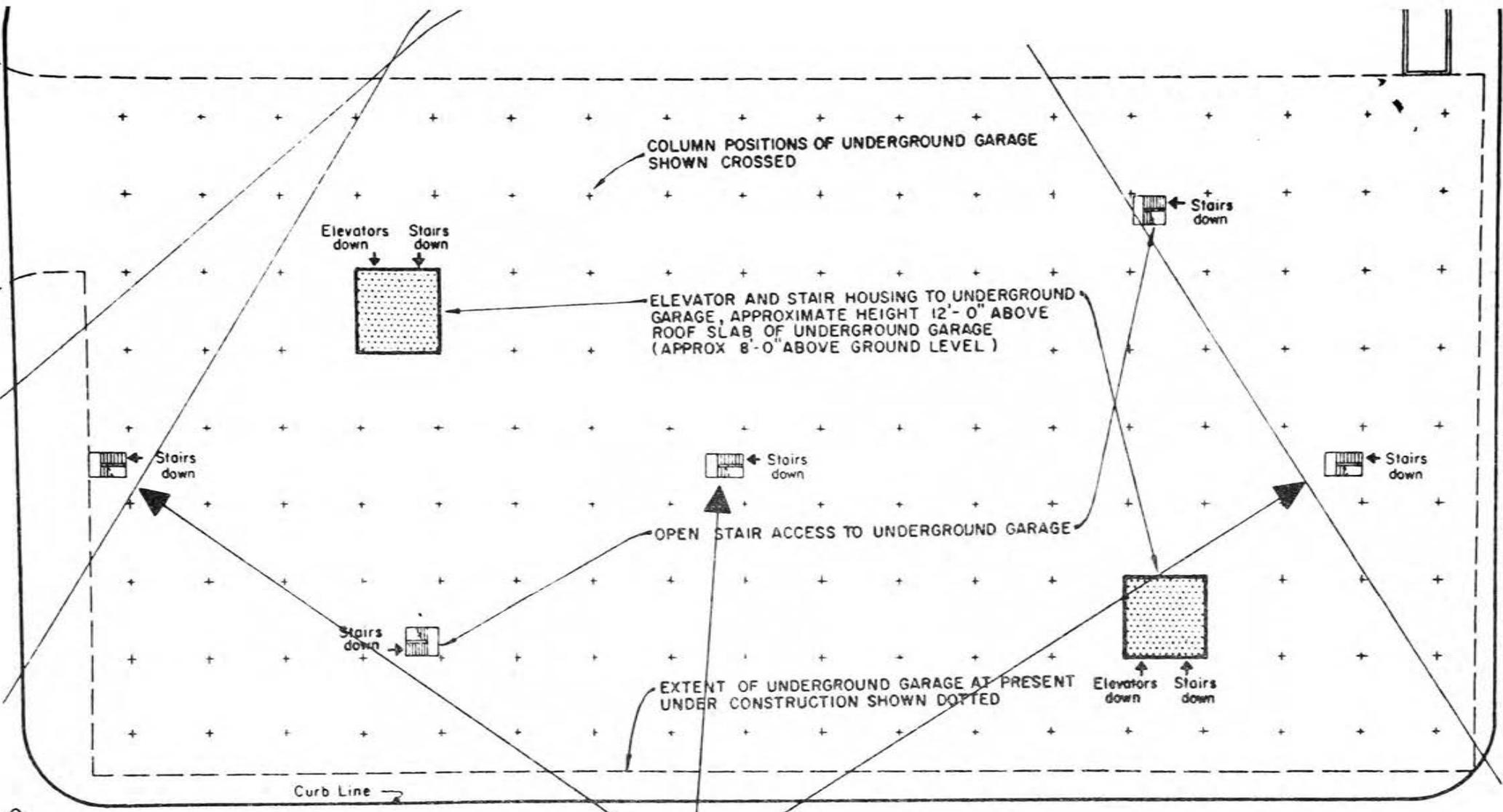




## MISCELLANEOUS

216. Q. Will imaginative schemes be considered for Stage 1?  
A. Yes.
217. Q. Is there no accommodation for the Mayoress, or the Chairman's wife?  
A. If you mean the wife of the Mayor, there is no accommodation for her, except that on important occasions, she will join her husband in his suite. The same applies to the wife of the Chairman.
218. Q. Are the Mayor and the Chairman always the same person, or never the same person?  
A. They are, generally, different persons, and should be considered so for the purposes of the competition.
219. Q. May those successful enough to reach the final stage ask for supplementary questions which may arise during the preparation of Stage 1?  
A. Yes. A notice will go out to that effect.
220. Q. Might pavilions, kiosks, shelters, or other pertinent structures also be included on the site? (Part II, paragraph 2).  
A. No. The Corporation decided against such structures.
221. Q. Part II, Section 9 states that "the prevailing wind direction is W. to N.W. . . ." Does this mean from or toward W. to N.W.?  
A. From.
222. Q. Part II of the Conditions lists square feet areas for the required offices. Will any increase or decrease in these figures be permitted (and if so, how much) or must the areas be exactly as indicated?  
A. Competitors should aim at the figures given, but flexibility of 10 per cent (up or down) is permitted.
223. Q. Never mentioned are doorkeepers and beadles. Why?  
A. An information centre is necessary within the main entrance Lobby, but we have no beadles.
224. Q. It is the opinion of this competitor that a general criticism by the Jury of the successful first stage submission would be of immeasurable assistance to the second stage competitors, as well as to the success of the competition in general. Might such a report be considered by the Professional Adviser and the Jury?  
A. Yes, it will be considered.
225. Q. To what extent is the air of Toronto polluted by industrial gases, smoke, etc? Where, in relation to the site, is the industrial development of Toronto?  
A. Average monthly dustfalls over the last three years at four stations surrounding the Civic Square vary between 20 and 46 tons per square mile per month. These values were obtained from gauges which give the same values as those of the British Standards Institution. The main industrial concentrations are located east and west of the Downtown Area, south of Queen Street. There is a smaller concentration 5 miles to the N.W. of the Site.





QUEEN STREET W.

**NOTE:**

SINCE PUBLICATION OF THE COMPETITION PROGRAMME  
THREE NEW OPEN STAIR ACCESS POINTS TO THE  
UNDERGROUND GARAGE HAVE BEEN ADDED AS SHOWN.



SCALE 1" = 50'



