



# FRIEND'S MEETING OF WASHINGTON



## EVALUATION OF EXISTING CONDITIONS AND RECOMMENDATIONS FOR FUTURE IMPROVEMENTS AND RENOVATIONS





# FRIENDS MEETING OF WASHINGTON



## Introduction

The Friends Meeting of Washington was built in 1930 in response to President Herbert Hoover's need for a local Quaker meeting to attend. The main meeting house was built of cast-in-place concrete faced in schist stone with single glazed wood windows, and minimal plaster and wood detailing on the interior. A great deal of the original material is still in place and in good shape, limited aesthetic improvements such as refinishing shall improve the spaces considerably. The areas such as the kitchen, bathrooms and furnace room, however, are in need of modern upgrades.

The siting of the Meeting House is unfortunate in that it sits downhill from many impervious surfaces that shed water onto the property. Several times a year the northwest corner of the first floor floods and causes minor damage to the building. Effluorescence is evident in many areas of the first floor where minerals are leaching from the walls due to too much moisture. This document will outline the steps needed to be taken to resolve the water infiltration problems.



## Purpose of Report

This report has been compiled by Quinn Evans | Architects in anticipation of the upcoming work to the Meeting House (i.e. waterproofing, ADA accessibility, and interior upgrades). A visual analysis has been completed of all the conditions of finishes, fixtures and mechanical systems within the building and has been documented with recommended solutions. The significant architectural features, finishes and spaces are historic and therefore should be treated per the *Secretary of Interior's Standards for Rehabilitation*. These standards focus on repairing/rehabilitating damaged or deteriorated architectural features versus replacing them and when damaged material is not repairable using historic evidence to choose the most appropriate replacement.





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## Summary of Conditions

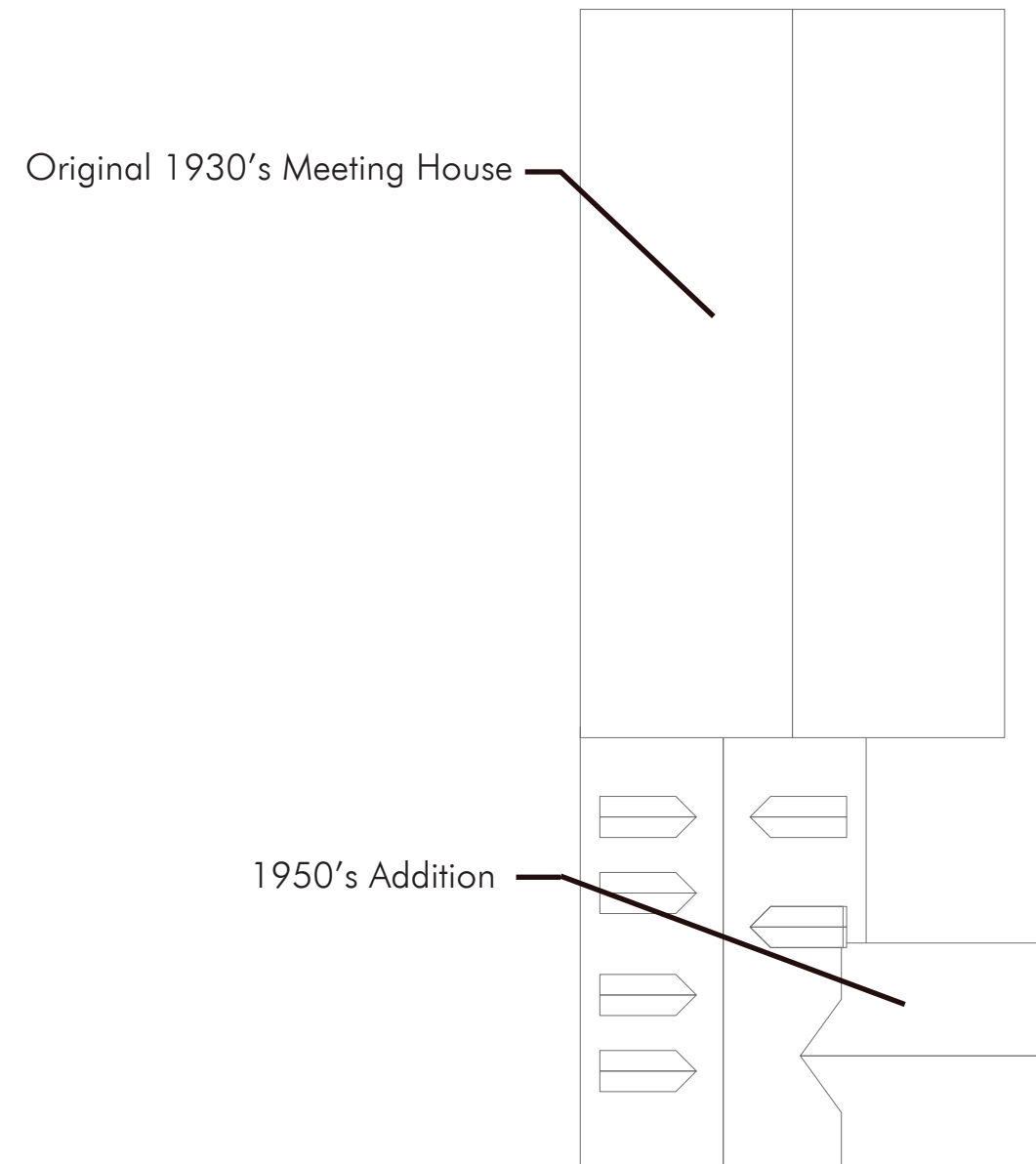
The Friends Meeting House is in generally good condition and maintains a great deal of the original material. The substantial amount of work needed is aesthetic/visual, no obvious structural repairs are needed and the building is sound except for the water infiltration which causes aesthetic damage. This report is meant as a guide for the future rehabilitation/renovation of the building and therefore focuses on the objects in most need of attention (i.e. in 'fair' or 'poor' condition). Fair condition is objects in need of repair and 'poor' condition is in need of significant repair or replacement.

## Field Survey Methods

Quinn Evans | Architects conducted a field survey of the Quaker Meeting House on April 23, 2009. The findings in this report are based on visual inspection only. Observed conditions are presented in this report and categorized by exterior building features and components, interior features and components and systems (mechanical, electrical, plumbing and structural). Where applicable, specific rooms will be listed for specific treatments.

## Architecture - Exterior

The Meeting House is clad in schist stone and has an asphalt shingle roof above the original 1930's portion of the building and a slate roof on the 1950's addition. The windows look to be the original wood single glazed windows and have wood trim and sills.





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## Water Infiltration

There are major water infiltration issues onto the property and within the building from the northwest corner of the building. Quinn Evans | Architects has done a visual inspection and has made suggestions which will hopefully eliminate the water problems.

It is apparent to the design team through examination of the existing 1930's drawings that water was encountered during excavation. The drawings indicate perimeter drains were installed underneath the slab just inside the exterior walls at the first floor and these pipes drain back to a sump pump in the furnace room. The FMW reports that water has bubbled up through the concrete floor slab in a location close to where perimeter drains are indicated in the original drawings. This could be a back-up of the under-slab combined sewer line. If possible, these under-slab drain lines should be cleaned out for their full length. During this clean-out process it may become clear to the operator that there are permanent blockages to these drain lines.

There are 6 areaway drains in light wells around the perimeter of the first floor. It is clear that over time, these drains have clogged and rain water have overflowed directly into the space opposite. These drains should be cleaned out with Roto-Rooter to a distance of at least 100 feet. Some of the areaways have steel grilles to keep animals and large trash out.

Last Fall, new site interceptor drains were added to the landscape. All the inflow water that is caught by these drains is piped into the open drain of the areaway opposite the kitchen. It is possible that if this new drain line is successful at intercepting rain water in the upper site area, it could overtake the capacity of the existing areaway drain. It should be considered to reroute this new drainage underground, down the side of the building and then to enter the combined sewer in Decatur Street.



Areaway at kitchen where the new interceptor drains flow water to



Areaways around basement windows where drains are becoming clogged



## FRIENDS MEETING OF WASHINGTON



Areaways outside the Decatur Room with two red scuppers

There are three existing exterior downspouts that are directed into cast iron boots. According to the original construction drawings, these drains line proceed under the building to a central drain line, and then on to the combined sewer in Decatur Street. The downspouts should be cleaned out for a distance of 100 feet, and permanent cleanouts should be installed to permit future maintenance. A cleanout can be a PVC "T" joint placed in line with the boot.

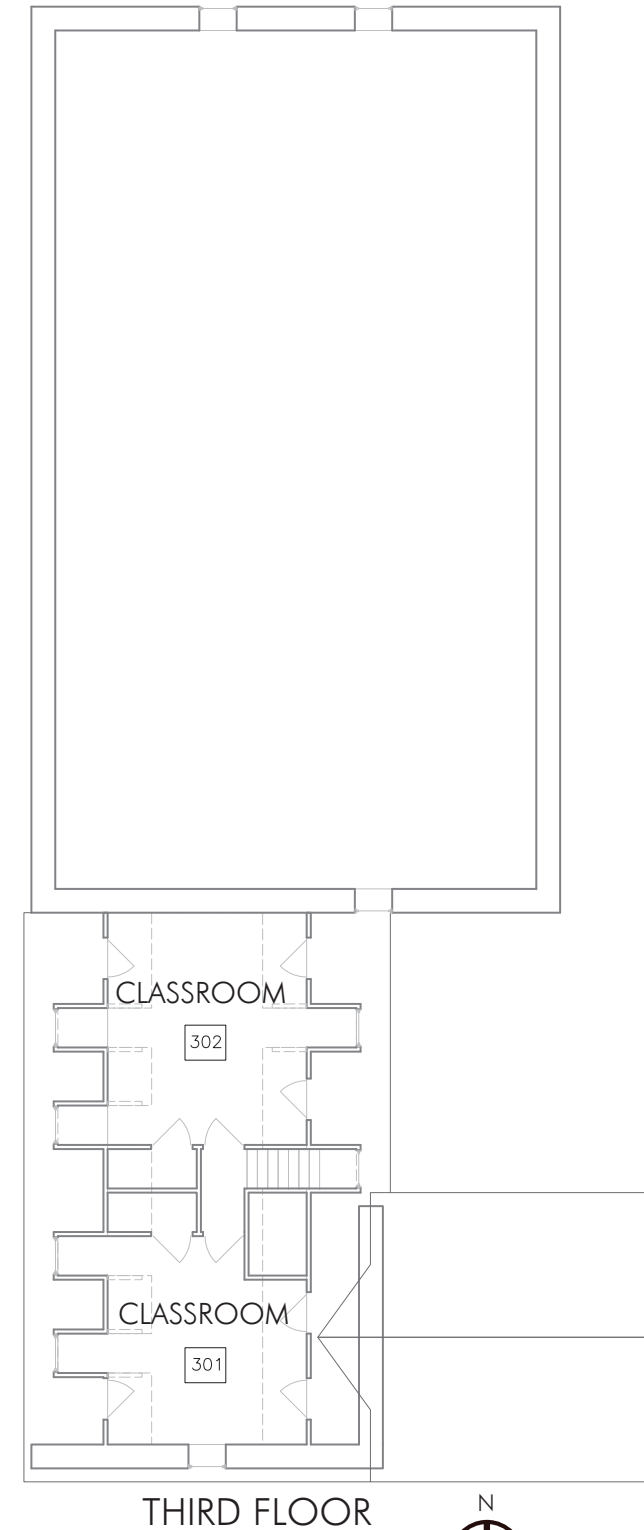
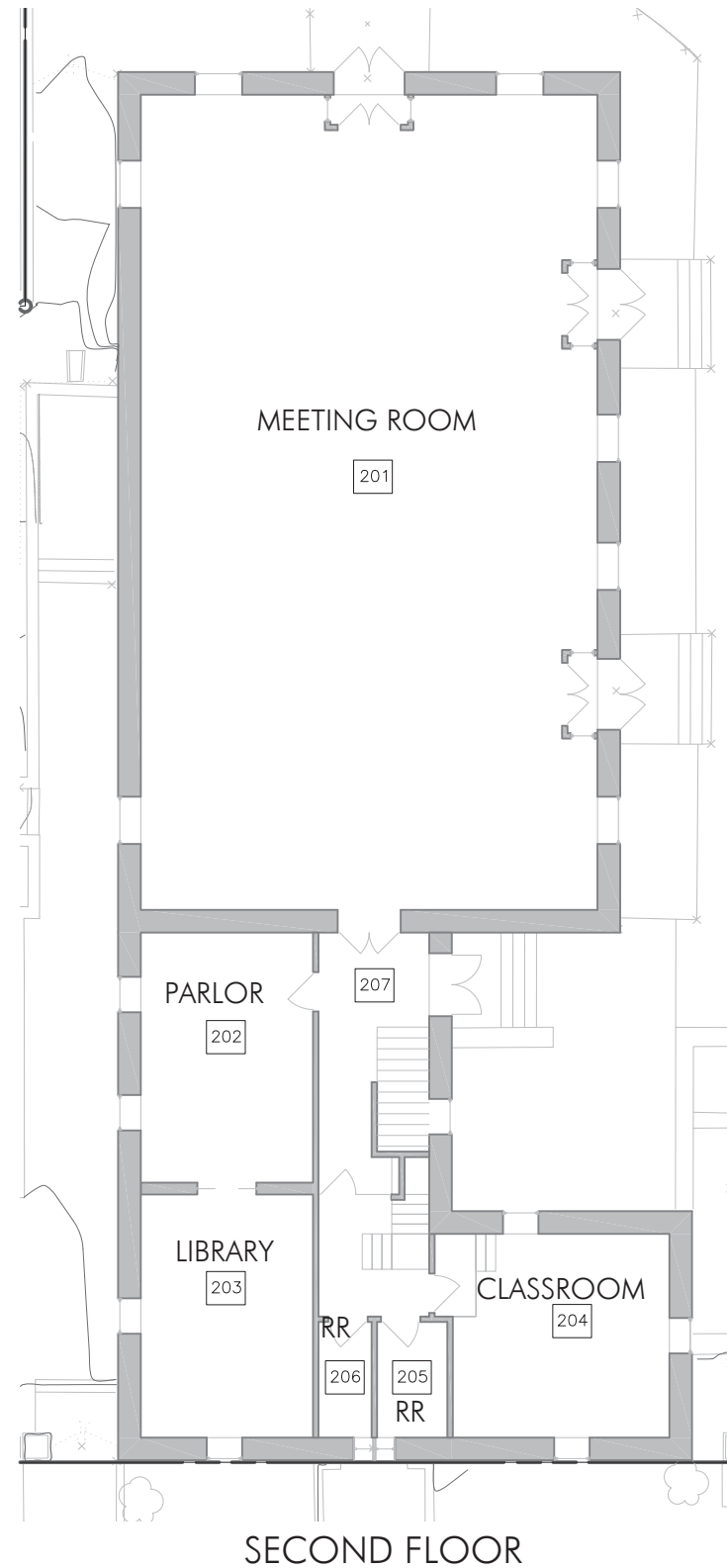
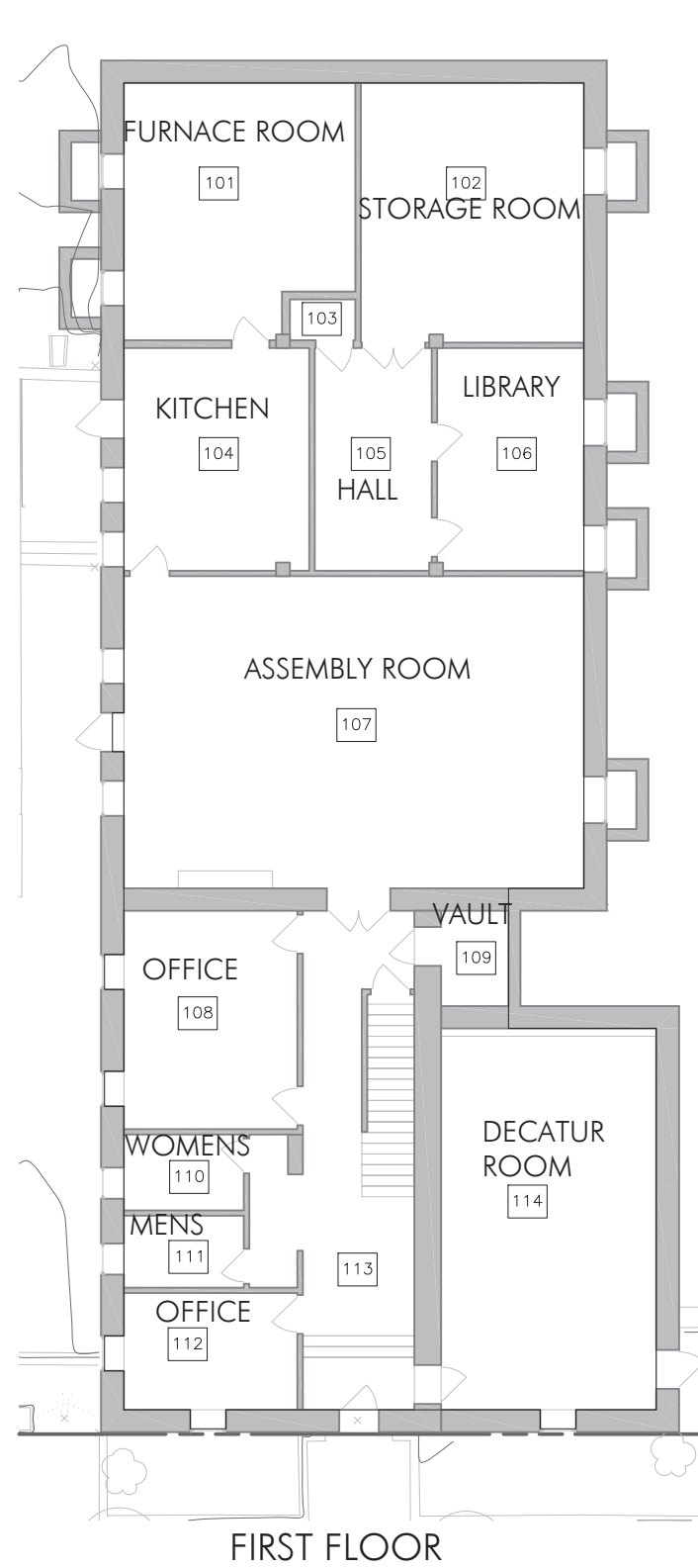
The combined sewer/storm water exits the building at about the center of the South wall. It may be at least 8 feet deep at this point. We recommend that an excavation occurs at this point to allow examination of the drain line, permit it to be cleaned out entirely and install a clean-out to permit future maintenance.

When the addition was built in 1950 additional water infiltration problems were made. The areaway outside the Decatur Room (114) traps water which infiltrates through the wall and around the window in the room. The upper areaway drains into the lower areaway adjacent to the Decatur Room (114) through two scuppers. These scuppers are blocked with leaves and should be cleaned out. When this areaway fills, it causes water to leak into the adjacent space. The flashing appears in good condition.

Over the years, there have been two minor roof leaks into the "Meeting" room. Upon inspection within the attic, it is clear that wind-driven rain is entering at the roof ridge vent, running down the underside of the wood decking, and dropping to the attic floor/ceiling. There do not appear to be any other roof leaks even though the asphalt roofing shingles are about 20 years old. These shingles have more service life, perhaps 10 years. At this time, the ridge vent should be replaced with a custom fabricated copper assembly that is broader than the current one and has a greater protection against wind-driven rain.



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## Architecture - Interior

Most of the material inside the Meeting House is original, however, some of the material (i.e. tile) is not historically significant and is recommended for updating. The building just has a feeling of tiredness and needs an aesthetic facelift to make the spaces more inviting. With minor repairs and enhancements the Meeting House can be a more welcoming and enjoyable place in which to worship as well as a more efficient series of spaces.

The conditions below are keyed to specific room numbers (identified in plans within this document) where applicable.

### **I. First Floor**

The first floor is the main entry level and contains most of the support functions for the Friends Meeting. It is located above grade to the south and part of the west and is completely below grade to the north and east. Access is obtained via the front door on the south facade and a door to the west in the assembly room which is 15.25" above the floor level. Offices, assembly areas, kitchen, library, storage, restrooms and mechanical spaces are all located on the first floor. The kitchen and restrooms are very dated and in dire need of updating.

#### *A. Walls*

The walls on the first floor are the original plaster walls with a few areas of wood wainscot and/or wood chair rail. The baseboards are wood and seem to be original throughout. There are multiple areas of evident water damage and cracking (probably due to settling). All of the plaster on the walls should be 'sounded' at the time of the restoration to identify the areas of plaster with failed keying. In these areas, it should be confirmed that the lath has a proper connection to the framing before the plaster is replaced. A metal lath can be used to preplace the wood lath determined to be unsound. The damaged and cracking portions of the plaster surface should be repaired as well, every step should be taken to make the patch/repair as seamless as possible. The Secretary of Interior's Standards does not recognize gypsum wallboard as an appropriate substitute material for plaster.



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## 1) Furnace Room - 101

North Wall - This wall is made of cast in place concrete with a plaster overlay and seems to be constantly damp. This is the first entry point of water into the building during a heavy rain or flooding. There is an access hatch near the ceiling that has wood framing (possibly an old coal shoot) which seems to be very wet and rotting. With the exterior waterproofing solutions and a thorough check of the framing for stability of the access hatch, this problem should be remedied.

East/ SouthWall - These walls consists of concrete block and are interior walls with no visible damage or needs for repair.

West Wall - This wall is cast in place concrete and seems to be damp but like the North wall should be damp proof with the new planned waterproofing.

## 2) Storage Room - 102

North Wall - There are reports that water infiltrates through this wall and floods the first floor during heavy rains but large wooden file cabinets obstructed QEA from observing the condition of this wall.

East Wall - There are signs of damage and possible water infiltration in this wall (see picture to the right) - cracks and spalling plaster. The significant areas of plaster spalling seem to be from age and not water damage. The plaster should be tested for soundness and adherence to the lath and repaired as necessary.

South Wall/West Wall - No visible damage or need for repair.







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East and South wall of kitchen



Water damage at west kitchen wall



Bathroom 103

### 3) Bathroom - 103

All walls are covered to approximately 5 feet with older ceramic yellow tile that should be removed and the plaster beneath repaired (see photo to the bottom left). This room is being converted to storage concurrently with the renovation.

### 4) Kitchen - 104

North wall - This wall has some discoloration from fumes and cooking. A new ventilation system for the stove is required for code and to stop the discoloration.

East wall - This wall is mainly covered in cabinets which need to be either repaired and refinished or replaced with new cabinets (see top left photo). The pass through at the countertop should be refinished and the hardware replaced. This wall is to be moved to the east during the renovation to diminish the size of the hallway and expand the kitchen. There will be new appliances in the kitchen as well.

South wall - The south wall is also mainly covered in cabinetry and the same treatment should apply here, either repair and refinish existing or replace with new. The pass throughs here need to be stripped and refinished.

West wall - This wall has some effluorescence of the plaster near the exterior door which once repaired should be eliminated by the new water-proofing (see bottom left photo). The existing through-wall fan which is no longer functioning should be removed and the wall patched as appropriate.

### 5) Hallway- 105

All walls are plaster except the east wall and in good condition. The east wall is a panelled wall between the hallway and library and seems in good order. There are clerestory windows in the east wall which have been painted over and it is desirable to strip them of the paint and allow natural light back into the hallway.



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## Library - 106

All walls are in good condition except for a few water damaged spots near the windows on the east wall. These effluorescence spots have been recently repaired but will return without a proper waterproofing solution. Wood framed homasote panels line the wall and shall be removed and the plaster below repaired.

## Assembly Room - 107

All walls are in good condition and have been recently repainted.

## Office - 108

The walls are in good condition with minor cracking under the northern window on the west wall. This cracking could be due to leaking from the radiator which was once there or water infiltration. There are large semi-repaired cracks in the south wall that look to be settling cracks.

## Vault - 109

The walls are brick and have no visible sign of damage or water infiltration.

## Vestibule - 110A

All walls seem to be in good condition except for the first foot of the east wall. The east wall seems to have soaked up water or had a leak and there is evidence of effluorescence of the plaster (see photo to the right).



Dual doors looking into the vault



First floor hallway across from bathroom entrances



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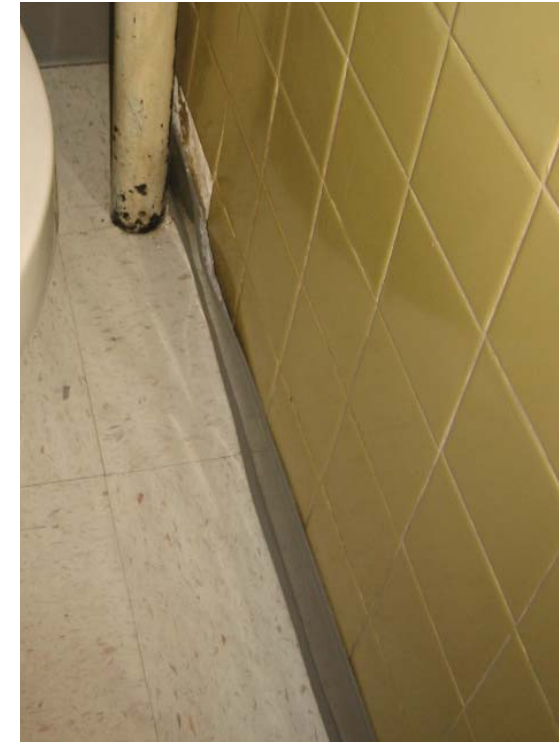


## Bathroom - 110

All plaster walls are wainscotted with dated yellow ceramic tile and the south and east walls seem to be in fair condition. The west wall has some plaster peeling and spalling from apparent water damage and the north wall has some missing tile possibly from water damage. There is also a bulge in the tile about halfway up the tile wainscot on the north wall. The tile should be removed, the plaster underneath assessed and repaired if needed and new tile installed.

## Bathroom - 111

This bathroom has similar conditions to 110 and has more falling tile to the west and north. The same recommendations for 110 apply here.



Tile in bathroom (110)

## Office - 112

The plaster walls in this office are in good condition.

## Hallway - 113

The plaster on all walls seems in good repair. The wood wainscot needs to be stripped and refinished.

## Decatur Room - 114

There is significant water damage (effluorescence) within this room on the east wall especially around the windows. After a waterproofing endeavour is undertaken the plaster needs to be checked for soundness and attachment to the lath and repaired as needed.



Window in Decatur Room (114)



Water damage in Decatur Room



# FRIENDS MEETING OF WASHINGTON



Entry vestibule stairs



Original tile at storage room (102)



Baseboard at office (108)

## Floor

Throughout the first floor old VCT tile is prevalent, cracked and discolored. QEA recommends that this tile be taken up and replaced with new tile. The kitchen 104 and storage room 102 have what seems to be original tile and it is in very rough pitted shape. It should be determined whether it is desirable to keep the tile due to historic integrity or replaced for a more aesthetic appeal.

The steps up from the front door and wood stairs leading to the second floor are covered in a vinyl anti-slip cover which is not historic and not aesthetically pleasing. The vinyl anti-slip covers should be removed and any damaged caused by them repaired. The wood stairs should be refinished and stained. New anti-slip devices that are more aesthetically pleasing and historically accurate shall be used.

## Ceiling

The ceiling in the first floor is either cast in place concrete, plaster or dropped ACT tile ceiling. The ACT has been recently replaced within the last month and is in good condition but is not the desired aesthetic appeal the architect would like. Plaster drop ceilings should replace the areas with ACT tile ceiling and cover the exposed duct work in other rooms like the office 108 and the hallway near the library. The concrete ceilings are in good repair but they leave the HVAC ducts exposed and detract from the aesthetics of each room. The HVAC ducts should be configured to best be hidden by new drop ceilings or new bulkheads. The ducts should not be seen and they only detract from the historic integrity of the building.

## Trim, Casework and Decorative Elements

The wooden baseboard is consistent throughout the first floor and is in good to poor condition depending on its location and exposure to moisture. Where it is possible to strip and refinish, this should be done and where it is not salvagable it should be replaced in kind (i.e. storage room, west wall of office 108 [see photo to the left], etc). Where there are electrical conduit or other attachments to the baseboard, these should be removed and either determined to be no longer used or recessed into the wall. Similarly to the baseboards, there is chair rail moulding in assembly room and this should be stripped and repainted.



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Crown molding shall be added at important spaces such as the assembly room (107), the Decatur Room (114) and the library (106).

Door trim and window casing in the building has many years of paint and needs to be stripped and repainted. Much of the door casing is metal and the window casing is wood.

The wooden stair rail along the east wall of the hallway up from the entry vestibule is loose and needs to be tightened. It also needs to be extended at least one foot past the top riser in order to meet code and to provide a more comfortable transition to the next staircase.

## *Doors and Windows*

Many of the doors within the building are metal wrapped wood core doors and have sustained a lot of damage at the jamb (see picture to the right). This condition should be repaired as best as possible and the doors should be stripped and refinished. All wood doors should be stripped and repainted. Every room has a separate key for the lock. All hardware should be made uniform with a master key system for better security and aesthetic cohesiveness.

All the windows at the first floor are wood frame and single glazed. Most windows are in good shape and just need to be stripped and refinished. There is a window in the library (106) that has a broken mullion which needs repaired. The frames in office (108) are in poor condition and need to be assessed for their structural stability (see picture at bottom right).

## *Lighting*

The lighting at the first floor is generally fluorescent tube lights within the ACT drop ceiling or fluorescent box ceiling mounted fixtures in the offices, storage room and furnace room. New plexi-glass lenses have been installed at the ACT drop ceilings in the past month. Newer ceiling mounted dome fixtures are in place at the hallway and are in good condition. With the upgrades and aesthetic improvements to the building the fluorescent tube light fixtures shall be replaced with more attractive downlights and ceiling mounted fixtures that are energy efficient.



Assembly room



Door at office (112)



Window at office (108)



Light fixtures in first floor hall



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Ducts in kitchen coming from furnace room



Ducts in hallway (105)

## Plumbing Fixtures

All toilets (3 toilets and 1 urinal) are outdated and should be replaced with more ecological, low flow toilets. The vanities in all bathrooms are dated and worn and should be replaced with something more aesthetically pleasing with new faucets and sink basins.

The sink in the kitchen is in good shape but needs an new updated faucet.



## HVAC

The furnace and air handling units for the building are recently new and we do not recommend replacement. The duct work seems to be a bit haphazard and should be either covered with a drop ceiling or made more aesthetically aligned with the rooms and painted to match the ceiling or walls. The rooms in which the ducts are exposed are the kitchen (104), storage room (102), hallway (105), the office (108) and both bathrooms (110/111). (Images to the left: Top - ductwork at kitchen and bottom - ducts at library hallway).



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## SECOND FLOOR

### *Walls*

The walls on the second floor are the original plaster walls with a few areas of wood wainscot and/or wood chair rail. The baseboards are wood and seem to be original throughout. There are a few areas of cracking (probably due to settling) but very limited water damage on the second floor. What little water damage seems to be from air handling leaks or other maintenance issues and not from flood waters. The damaged and cracking portions of the plaster surface should be repaired as well, every step should be taken to make the patch/repair as seamless as possible. The Secretary of Interior's Standards does not recognize gypsum wall-board as an appropriate substitute material for plaster.



### Meeting Room - 201

There is minor damage to the walls on the southeast corner due to what seems like settlement cracks. The cracks run straight through the cornice which indicates that it is a plaster cornice. This should be patched and repaired once the cause for the cracking is determined (see top right image).



The wood beadboard panelling (image to the right) in the meeting room needs to be refinished and a clear coat added to protect the wood from wicking moisture.

### Parlor - 203 and Library - 202

The walls in this room are in good condition (see photo at bottom right).





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Acoustic tiles at classroom (204)



Cork tile flooring at Meeting Room



Wood flooring at second floor hall (207)

## Classroom - 204

The walls in the classroom are covered with an acoustic tile that is attached to the plaster below with an adhesive. Aesthetically the tile is not desired and it should be removed, the mastic below cleaned off and the plaster repaired. If noise levels are a problem in this room a better, more aesthetically pleasing solution shall be developed.

## Bathrooms 205 and 206

These rooms have new tile wainscot and new plaster above and are in good condition.

## Hallway - 207

The second floor hallway has wood wainscot and plaster above, all of which is in good condition. The wood wainscot shall be stripped and refinished.

## *Floor*

The second floor has many different types of flooring all possibly original except for the newly renovated bathrooms (205 and 206). The parlor/library (202/203) and part of the hallway (207) have wood floors. The wood may or may not be original, the wood slats are fairly narrow for the age of the building which leads one to believe that they are not. They do need to be sanded and refinished due to wear (see bottom left image).

The meeting room (201) has cork tile flooring and it is very worn and dated (see image on the middle left). QEA recommends that new cork tile or wood flooring is installed.

The classroom (204) has the original tile flooring that is quite worn and dated. This tile should be replaced with a warmer and more aesthetically appealing material such as tile or carpet.





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## *Ceiling*

The ceiling on the second floor is plaster. The plaster is in good condition in the parlor/library (202/203), the hallway (207) and both bathrooms (205/206). The plaster ceiling in the meeting room (201) has been water damaged near the southeast HVAC vent (see picture to the right). This damage is caused by a leak in the asphalt shingle roof.

Acoustic tiles are attached to the plaster ceiling in the classroom (204) with an adhesive. The tiles and adhesive should be removed from the plaster ceiling and the plaster below repaired. If noise is a problem in this room other more aesthetically pleasing measures will be taken to reduce the noise level such as installing a 2x2 drop ceiling.



Damaged plaster ceiling in Meeting Room (201) from a roof leak

## *Trim, Casework and Decorative Elements*

The parlor (202/203), hallway (207) and meeting room (201) all have wainscot of one type or the other and it needs to be stripped and repainted in all rooms but the parlor. The wooden baseboard in the classroom (204) is in fair condition and needs stripping and repainting.

The cabinets, bookcases and mantle surround in the parlor (202/203) are in excellent condition. It is suggested that the unused air handlers in the cabinets underneath the windows be removed (see image at bottom right).

The trim around all the doors needs to be stripped and repainted.



Air handling unit inside cabinetry at the Library/Parlor



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## *Doors and Windows*



Water damage at Meeting Room (201) windows



Second floor vestibule doors in hall

Many of the doors within the building are metal wrapped wood core doors and have sustained a lot of damage at the jamb. This condition should be repaired as best as possible and the doors should be stripped and refinished. All wood doors should be stripped and repainted. Every room has a separate key for the lock and this creates a security and maintenance problem. All hardware should be made uniform with a master key system for better security and aesthetic cohesiveness.

The metal trim above the parlor door (room 202) is damaged and should be repaired and refinished. The panic hardware on the double exterior door in the hallway (207) is damaged and does not work and should be replaced (see bottom left image).

All the windows at the second floor are wood frame single glaze double hung windows and are generally in good condition. There is some water damage to the windows in the Meeting Room and it should be evaluated and repaired as required (see picture to the left). The window putty at the windows in the meeting room (201) is badly deteriorated and should be replaced as well.

The handicap access doors on the northside of the meeting room are not effective in their configuration. The automatic door button only opens the interior right leaf door and not the exterior doors. One leaf of the double doors is not wide enough for ADA access. Both sets of doors and both leaves of both doors need to be made ADA accessible and operable.

### *Lighting*

The lighting at the second floor is generally new and in good condition. The parlor (202), library (203), classroom (204) and bathrooms (205/206) all have newer fixtures that shall remain. The meeting room has only cove lighting above the sounding board and relies mainly on natural lighting.

### *Plumbing Fixtures*

Both bathrooms (205/206) on the second floor have been newly renovated and are ADA accessible. No changes or repairs are necessary.

### *Paint*

In general all peeling paint shall be removed and patched where needed in preparation for new paint.



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## THIRD FLOOR

### *Walls*

The walls on the third floor are the original plaster walls. The baseboards are wood and seem to be original throughout. In the northern classroom (302) there is some rough plaster work possibly due to an old patch repair that should be smoothed. It looks as though there might have been at one time water damage at the northwest dormer and repairs were made. If this is the case the water damage should be investigated and repaired and the plaster refinished.

### *Ceilings*

The ceilings in the third floor are the original plaster ceilings and are in good condition.

### *Floors*

The floors are the original VCT tile floors and are in good but scuffed up condition. These floors could be updated with a more aesthetically pleasing flooring.

### *Trim, Casework and Decorative Elements*

The wooden baseboards at the third floor are original and are in fair condition. They should be stripped and repainted.

Window and door trim should be stripped and repainted. The windows in classroom (302) seemed like they were in process to be repainted but were never finished (see image to the left).



Dormer window at third floor in process of refinishing



Baseboard and flooring at third floor hall



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## *Doors and Windows*

The doors in the third floor are aluminum wrapped wood core doors to the hallway and wood doors in the rooms to closets. These doors should be stripped and repainted and all the hardware matching and keyed to a master key.

The windows are wood frame single glazed original windows and in good condition. They just need to be refinished.

## *Lights*

The lights in the classrooms are fluorescent tube ceiling mounted fixtures (see image to the left) and are not aesthetically pleasing. QEA recommends replacing them with a ceiling mounted fixture that is less industrial in nature.

## *Paint*

In general all peeling paint shall be removed and patched where needed in preparation for new paint.