



**SAINT JOHN
HERITAGE
DEVELOPMENT
BOARD**

AGENDA

OCTOBER 1, 2014

**CONSEIL
D'AMÉNAGEMENT
DU PATRIMOINE
DE SAINT JOHN**

ORDRE DU JOUR

LE 1 OCTOBRE, 2014



**The City of Saint John
Heritage Development Board**

AGENDA

**Wednesday October 1, 2014
Le 1 octobre 2014**

**5:00 P.M. - 10th floor Board Room
à 5 h dans la salle de conférence, au 10^e étage**

- 1.0 Approval of Agenda/Adoption de l'ordre du jour
- 2.0 Approval of Minutes/Approbation du procès-verbal de la dernière réunion
 - 2.1 September 17, 2014 Meeting Minutes
- 3.0 Business Arising/Revue de la dernière réunion
- 4.0 Introduction of Applicants/Guests/Présentation des requérants et des invités
- 5.0 Applications for Certificates of Appropriateness and Grants/
Demandes relatives à des certificats de pertinence de à des subventions
 - 5.1 Debbie Eden, 17 Horsfield Street 14-53
 - a) Application for Certificate of Appropriateness
 - b) Draft Certificate of Appropriateness
 - 5.2 Michael Mackay, 192 King Street East 14-54
 - a) Application for Certificate of Appropriateness
 - b) Draft Certificate of Appropriateness
 - 5.3 Wellen LLego, 9 Pagan Place 14-55
 - a) Application for Certificate of Appropriateness
 - b) Draft Certificate of Appropriateness
- 6.0 Reports/ Rappports
- 7.0 Other Business/Autre affaires
- 8.0 Next Meeting/Prochaine reunion
- 9.0 Adjournment/Clôture de la réunion



**HERITAGE DEVELOPMENT BOARD
OF
THE CITY OF SAINT JOHN**

WEDNESDAY, SEPTEMBER 17, 2014

The meeting of the Heritage Development Board was held in the 10th Floor Boardroom of City Hall, commencing at 5:30 pm.

IN ATTENDANCE: Bob Boyce, Chair
 Patrick McCaffrey, 1st Vice Chair
 Elizabeth McGahan, 2nd Vice Chair
 Gordon Hewitt
 Scott Rinehart
 Colin Waldschutz
 Alice Fudge, Heritage Analyst
 Jill Good, Recording Secretary
 Amy Poffenroth, Deputy Commissioner

REGRETS: Councillor Donna Reardon
 Chris Boudreau
 Bob McVicar

ITEM 1.0 AGENDA

MOVED by Patrick McCaffrey, SECONDED by Colin Waldschutz to approve the September 17th, 2014 agenda as circulated.

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE SEPTEMBER 3RD, 2014 REGULAR MEETING

MOVED by Chris Boudreau, SECONDED by Gord Hewitt to approve the minutes of the September 3rd, 2014 regular meeting as circulated.

CARRIED.

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

Nick Brinson, Commercial Properties Ltd, was present representing the application for 12 Smythe Street.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2014-51
CIBC C/O KERRY GOSSE (STANTEC), 44 KING STREET**

Alice Fudge advised that the application is for a Certificate of Appropriateness [Heritage Permit] for the replacement of all existing windows with new wood windows, and to install two new fiberglass wood grain entrance doors with sidelights, to match existing. She recommended approval.

**ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-51
CIBC C/O KERRY GOSSE (STANTEC), 44 KING STREET**

Alice Fudge reviewed with the Board the letter dated September 9, 2014 from Kerry Gosse, Senior Architect and Project Manager of Stantec. Ms. Gosse indicated that the current wooden doors and windows are experiencing significant signs of rot. Board members expressed concerns with Ms. Gosse's analysis of the condition of the windows and doors, as recent photographs do not depict significant rot.

The Board discussed the propose design of the door and entryway. Amy Poffenroth reviewed with the Board Heritage Permit [97-45] (Certificate of Appropriateness) approved September 17, 1997 which allowed for the current design. It was indicated in the letter submitted by Ms. Gosse that a sample of the materials for the proposed door would be made available for the Board's review, however the sample was not received in time for the meeting.

MOVED by Patrick McCaffrey, SECONDED by Elizabeth McGahan to table the proposed door/entryways replacement pending a sample of the materials be provided to the Board for review.

CARRIED.

The Board then discussed the proposed window replacement for the second floor of the annex.

MOVED by Colin Waldschutz, SECONDED by Gord Hewitt to approve the following:

Remove four wood windows from west façade of the annex, second floor level;

Install four new MARVIN wood windows, to match the original design and configuration of the building's existing windows: sliding windows;

Scrub all surfaces to be painted with TSP (trisodium phosphate); rinse thoroughly with clean water; allow to dry completely prior to painting (typically 3 days);

Prime and paint all wood components using an approved colour scheme (red to match existing) in keeping with guidelines found in Practical Preservation Guidelines for PAINT & COLOR.

This work to be carried out under the following conditions:

1. The proposed work shall be carried out using traditional detailing and materials as required under Section 8 of the Saint John Heritage Conservation Areas By-law and to the satisfaction of the Heritage Officer;
2. The City of Saint John's Buildings & Inspections Services Division be contacted for necessary permits, and no work shall commence prior to the issuance of any and all required Municipal permits, including building permits.
3. No work shall commence until expiry of a fifteen day appeal period pursuant to Section 70(3) of the Act, and providing no appeal is filed with the Assessment & Planning Appeal Board on or before October 2nd, 2014.

CARRIED.

ITEM 5.2A APPLICATION FOR A HERITAGE PERMIT 2014-52
COMMERCIAL PROPERTIES LTD, 12 SMYTHE STREET

Alice Fudge advised that the application is for a Certificate of Appropriateness [Heritage Permit] for the application of a clear masonry sealer on entire brick wall, south elevation. She recommended approval.

ITEM 5.2B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-52
COMMERCIAL PROPERTIES LTD, 12 SMYTHE STREET

MOVED by Patrick McCaffrey, **SECONDED** by Elizabeth McGahan to approve:

Assure the brick wall is thoroughly dry;

Apply sealer using a brush, roller, or quality sprayer, starting at the top working down; apply a coat of sealer to each brick and the mortar joints;

Apply a second coat of brick sealer if necessary allowing the suggested drying time between coats. Once the final coat of brick sealer has been applied, let the brick wall dry according to the manufacturer's suggestions.

This work to be carried out under the following conditions:

1. The proposed work shall be carried out using traditional detailing and materials as required under Section 8 of the Saint John Heritage Conservation Areas By-law and to the satisfaction of the Heritage Officer;
2. The City of Saint John's Buildings & Inspections Services Division be contacted for necessary permits, and no work shall commence prior to the

issuance of any and all required Municipal permits, including building permits.

3. No work shall commence until expiry of a fifteen day appeal period pursuant to Section 70(3) of the Act, and providing no appeal is filed with the Assessment & Planning Appeal Board on or before October 2nd, 2014.

Alice Fudge introduced Nick Brinson, Project Engineer of Commercial Properties to the Board. Mr. Brinson reviewed the project with the Board and indicated that the application of the proposed brick sealer will be applied in an effort to take every precaution against water penetration. He provided a letter from Graeme Duffus, architect with G.F. Duffus and Co. Ltd. who has experience with the product and provided his recommendation for its use in this case. Colin Waldschutz expressed his concerns around the uncertainty of the products performance 25 years down the road, which Mr. Brinson explained that Mr. Duffus has used it on buildings in the Halifax area and has recent positive results.

CARRIED.

NAY, COLIN WALDSCHUTZ

ITEM 6.0 REPORTS

There were no reports.

ITEM 7.0 OTHER BUSINESS

ITEM 7.1 UPDATE ON HERITAGE GRANT


Alice Fudge provided the Board with an update on the grant program indicating that the \$90,000 grant budget has been conditionally allocated to date. She advised the Board that the vast majority of projects are underway and staff have projected to expense the allotted budget for 2014. She also explained that the new Heritage Grant Program from a staff perspective is running more smoothly, with a requirement for all permits in place at the time of application work is being done with the appropriate inspections and permits in place.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held October 1st, 2014. The meeting will begin early at 4:30pm to accommodate Alice Fudge and Bob Boyce who will be travelling to the Charlottetown, PEI Heritage Canada Conference.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 6:26pm.

for: 

Amy Poffenroth, P.Eng, MBA
Deputy Commissioner,
Growth & Community Development Services



The City of Saint John

**APPLICATION FOR A HERITAGE PERMIT
[CERTIFICATE OF APPROPRIATENESS]
2014-53**

**DEBBIE EDEN
17 HORSFIELD STREET
(PID 00007948)**

Date: October 1st, 2014

To: Heritage Development Board

From: Growth and Community Development Services

Prepared by: Alice C. Fudge
Heritage Officer

Approved by: Jacqueline Hamilton, MCIP, RPP
Commissioner

SUBJECT

Application for a Certificate of Appropriateness [Heritage Permit] for the replacement of the building's façade mansard roof shingles, minor brick repointing on the façade, and paint all wood components.

BACKGROUND

This three-storey multi-unit building is located in the Trinity Royal Heritage Conservation Area. There is no Conservation Plan in place for this property.

In June of 2014, these proposed maintenance items were executed without necessary permits; however the work was completed to the standards of the Heritage Guidelines. The asphalt shingles of the mansard roof on the street façade were replaced with new asphalt shingles to match;



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originally, the building would have had slate shingle tiles, as seen on similar style buildings on this street. All of the wood windows (non-original, replaced 1993) were primed, painted the existing colour, and re-caulked. A small portion of the bricks were repointed as needed.

ANALYSIS

This is a Rehabilitation project. Standards (I) through (XII) of Section 8 of *Saint John Heritage Conservation Areas By-law* apply. The components of the brick masonry façade and the mansard roof are character-defining elements of this building. Standards (I) and (VIII) recommend that **all intact or repairable character-defining elements be conserved and maintained on an ongoing basis and that any extensively deteriorated or missing parts of character-defining elements be replaced in kind, where there are surviving prototypes for reference.**

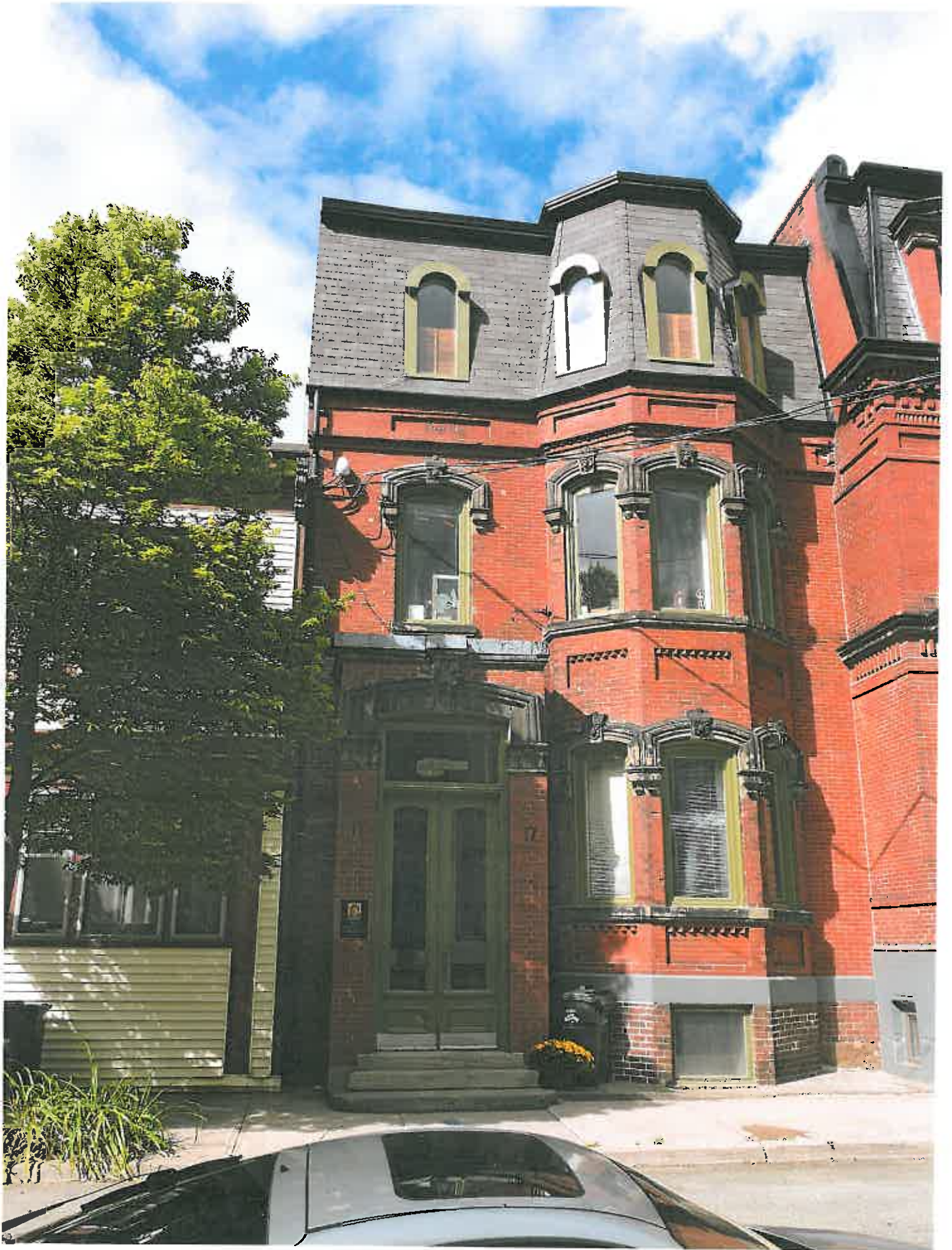
The National Standards and Guidelines recommend **duplicating the original mortar joints in color, texture, width and joint profile and replacing in-kind extensively deteriorated or missing parts of masonry elements, based on documentary and physical evidence.**

Guidance for the mansard roof treatment is provided in Guideline 4.3.3.16 of the *Standards and Guidelines for the Conservation of Historic Places in Canada* which recommends approval of **replacing in kind an entire element of the roof that is too deteriorated to repair ... based on physical and documentary evidence... If using the same materials and design details is not technically or economically feasible, then compatible substitute materials or details may be considered.** 3-in-1 asphalt shingles have been commonly approved as an appropriate substitute for roofing material.

In summary, the proposed work meets the intent of the *Saint John Heritage Conservation Areas By-law* and the *Standards for Conservation of Existing Buildings*, specifically those Standards relating to maintenance of a structure's character-defining elements and as expressed in the Practical Conservation Guidelines for MASONRY, ROOFS, and WINDOWS.

RECOMMENDATION

Approve a Heritage Permit [Certificate of Appropriateness] for the replacement of the building's façade mansard roof shingles, minor brick repointing on the façade, and paint all wood components.



Certificate of Appropriateness

City of Saint John

No. 14-53



Saint John Heritage Development Board
Growth and Development Services
10th Floor, City Hall
Saint John, NB
E2L 4L1

This Certificate of Appropriateness is issued by authority of the *Heritage Conservation Act* ("Act") and the Saint John Heritage Conservation Areas By-Law to carry out the following work:

HERITAGE PLANNING

Growth & Development
Services

DEBBIE EDEN
17 HORSFIELD STREET
(PID 00007948)

Remove existing asphalt shingle roofing from mansard roof;

Repair, and/or replace as necessary, any damaged or deteriorated roof edge flashing to match gauge and profile of original flashings;

Inspect substrate boards and repair, and/or replace as necessary, any damaged and /or deteriorated boards;

Install ice and water membrane over entire area of work;

Install 3-in-1 asphalt shingles on Mansard roof;

Remove loose and deteriorated mortar, using rotary grinders ONLY on middle of horizontal joints - remove the remainder with hand tools - DO NOT USE GRINDERS ON VERTICAL JOINTS - Where possible, salvage for re-use any existing undamaged brick which require removal - Joints to be raked out not to exceed original joint width - Do not round corners or edges of bricks;

Repoint existing bricks using lime-based mortar, consisting of:

- 1 part White Portland (type 10- grey is not acceptable);

- 2 parts high calcium hydrated lime that has been soaked minimum 24 hours; (dolomite-based lime used for agricultural purposes, is not acceptable); and
- 8 parts screened sand

Mix the lime and sand to create roughage, or “rough stuff”, then add the White Portland just prior to use - Carefully match colour and texture of the original mortar;

Wash down masonry using a mild restoration cleaner [Sure Klean 600, or similar];

Remove loose and deteriorated paint from exterior trim components, using infrared heat guns or hand scrapers. DO NOT USE OPEN FLAME of propane torch (flame may wick into building with disastrous results);

Scrub all surfaces to be painted with TSP (tri-sodium phosphate); rinse thoroughly with clean water; allow surfaces to dry completely prior to painting (typically 3 days);

Prime and paint all wood components using the existing approved heritage colour scheme, in keeping with the Practical Conservation Guidelines for *Paint & Colour*.

- HC-122 Great Barrington Green

This work to be carried out under the following conditions:

1. The proposed work shall be carried out using traditional detailing and materials as required under Section 8 of the Saint John Heritage Conservation Areas By-law and to the satisfaction of the Heritage Officer;
2. The City of Saint John’s Buildings & Inspections Services Division be contacted for necessary permits, and no work shall commence prior to the issuance of any and all required Municipal permits, including building permits.
3. No work shall commence until expiry of a fifteen day appeal period pursuant to Section 70(3) of the Act, and providing no appeal is filed with the Assessment & Planning Appeal Board on or before October 16th, 2014.

Heritage Officer

Date



The City of Saint John

**APPLICATION FOR A HERITAGE PERMIT
[CERTIFICATE OF APPROPRIATENESS]
2014-54**

**MICHAEL MACKAY
192 KING STREET EAST
(PID 00009852)**

Date: October 1st, 2014

To: Heritage Development Board

From: Growth and Community Development Services

Prepared by: Alice C. Fudge
Heritage Officer

Approved by: Jacqueline Hamilton, MCIP, RPP
Commissioner

SUBJECT

Application for a Certificate of Appropriateness [Heritage Permit] for the creation of a new emergency exit door at second level, rear elevation.

BACKGROUND

This two-storey multi-unit building is located in the King Street East Heritage Conservation Area. There is no Conservation Plan in place for this property.

For Minimum Standards, this building requires a new door to allow for an upper apartment to exit in an emergency. The new opening will be fit with a fire-rated steel door. This new door is not visible from any street.



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ANALYSIS

The installation of a new exit door at second floor is required for proper exiting. Guideline 4.3.5.23 of the *Standards and Guidelines for the Conservation of Historic Places in Canada* recommends **working with code specialists to determine the most appropriate solution to health, safety and security requirements with the least impact on the character defining elements and overall heritage value of the historic building.** This opening will be created to accommodate a new door at the top of an existing non-original stair-well (see photographs).

Further guidance from the National Standards is provided in guideline 4.3.5.20 which recommends **designing and installing new windows/doors required by a new use on non-character-defining elevations in a manner that is compatible with the building's style and character.**

The proposed work meets the intent of the *Saint John Heritage Conservation Areas By-law* and the *Standards for Conservation of Existing Buildings*, as expressed in the Practical Conservation Guidelines for DOORS.

RECOMMENDATION

Approve a Heritage Permit [Certificate of Appropriateness] for the creation of a new emergency exit door at second level, rear elevation.



14-54 : 192 King Street East.





Certificate of Appropriateness

City of Saint John

No. 14-54



Saint John Heritage Development Board
Growth and Development Services
10th Floor, City Hall
Saint John, NB
E2L 4L1

This Certificate of Appropriateness is issued by authority of the *Heritage Conservation Act* ("Act") and the Saint John Heritage Conservation Areas By-Law to carry out the following work:

**HERITAGE
PLANNING**

**Growth & Development
Services**

MICHAEL MACKAY
192 KING STREET EAST
(PID 00009852)

Create new opening at second level for new door; wood work surrounding the new opening shall match existing doors;

Install a new 45 min fire-rated steel exit door at second floor;

This work to be carried out under the following conditions:

1. The proposed work shall be carried out using traditional detailing and materials as required under Section 8 of the Saint John Heritage Conservation Areas By-law and to the satisfaction of the Heritage Officer;
2. The City of Saint John's Buildings & Inspections Services Division be contacted for necessary permits, and no work shall commence prior to the issuance of any and all required Municipal permits, including building permits.
3. No work shall commence until expiry of a fifteen day appeal period pursuant to Section 70(3) of the Act, and providing no appeal is filed with the Assessment & Planning Appeal Board on or before October 16th, 2014.

Heritage Officer

Date



The City of Saint John

**APPLICATION FOR A HERITAGE PERMIT
[CERTIFICATE OF APPROPRIATENESS]
2014-55**

**WELLEN LLEGO
9 PAGAN PLACE
(PID 00002956)**

Date: October 1st, 2014

To: Heritage Development Board

From: Growth and Community Development Services

Prepared by: Alice C. Fudge
Heritage Officer

Approved by: Jacqueline Hamilton, MCIP, RPP
Commissioner

SUBJECT

Application for a Certificate of Appropriateness [Heritage Permit] for the replacement of rear addition roofing material.

BACKGROUND

This two-storey building is located in the Trinity Royal Heritage Conservation Area. There is no Conservation Plan in place for this property.

At the rear of the building, the roof of the small addition is leaking. The property owner proposes to remove the existing tar and gravel and replace it with a modern membrane roof.



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ANALYSIS

This is a Rehabilitation project. Standards (I) through (XII) of Section 8 of *Saint John Heritage Conservation Areas By-law* apply. Guidance for the replacement of the roof is provided in Guideline 4.3.3.16 of the *Standards and Guidelines for the Conservation of Historic Places in Canada* which recommends approval of **replacing in kind an entire element of the roof that is too deteriorated to repair ... based on physical and documentary evidence... If using the same materials and design details is not technically or economically feasible, then compatible substitute materials or details may be considered.** A modern membrane roof assembly has been commonly approved as an appropriate substitute for roofing material.

In summary, the proposed work meets the intent of the *Saint John Heritage Conservation Areas By-law* and the *Standards for Conservation of Existing Buildings*, specifically those Standards relating to maintenance of a structure's character-defining elements and as expressed in the Practical Conservation Guidelines for ROOFS.

RECOMMENDATION

Approve a Heritage Permit [Certificate of Appropriateness] for the replacement of rear addition roofing material.



Certificate of Appropriateness

City of Saint John

No. 14-55



Saint John Heritage Development Board
Growth and Development Services
10th Floor, City Hall
Saint John, NB
E2L 4L1

This Certificate of Appropriateness is issued by authority of the *Heritage Conservation Act* ("Act") and the Saint John Heritage Conservation Areas By-Law to carry out the following work:

**HERITAGE
PLANNING**

Growth & Development
Services

**WELLEN LLEGO
9 PAGAN PLACE
(PID 00002956)**

Remove existing roofing material (tar and gravel) from roof of the addition;

Inspect substrate boards and repair, and/or replace as necessary, any damaged and /or deteriorated boards;

Install modern membrane roofing material on to flat roof;

This work to be carried out under the following conditions:

1. The proposed work shall be carried out using traditional detailing and materials as required under Section 8 of the Saint John Heritage Conservation Areas By-law and to the satisfaction of the Heritage Officer;
2. The City of Saint John's Buildings & Inspections Services Division be contacted for necessary permits, and no work shall commence prior to the issuance of any and all required Municipal permits, including building permits.
3. No work shall commence until expiry of a fifteen day appeal period pursuant to Section 70(3) of the Act, and providing no appeal is filed with the Assessment & Planning Appeal Board on or before October 16th, 2014.

Heritage Officer

Date