

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

WEDNESDAY APRIL 2ND, 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
 Elizabeth McGahan, 2nd Vice Chair
 Gordon Hewitt
 Scott Rinehart
 Chris Boudreau

Jill Good, Recording Secretary
Alice Fudge, Heritage Analyst

REGRETS: Amy Poffenroth, Deputy Commissioner

 Patrick McCaffrey, 1st Vice Chair
 Bob McVicar
 Colin Waldschutz
 Councillor Donna Reardon

ITEM 1.0 AGENDA

Alice Fudge advised the Board that Item: 7.1 Infill Guideline/By-law Discussion would be deferred to a future meeting due to the absence of a few board members. She requested to add a report entitled “*Heritage Grant Program 2014-Tabled Applications*”.

MOVED by Gord Hewitt ***SECONDED*** by Elizabeth McGahan to approve the April 2nd, 2014 agenda as amended.

CARRIED.

ITEM 2.0 MINUTES**ITEM 2.1 MINUTES OF THE MARCH 19TH, 2014 REGULAR MEETING**

MOVED by Gord Hewitt, *SECONDED* by Elizabeth McGahan to approve the March 19th, 2014 regular meeting as circulated.

CARRIED.

ITEM 3.0 BUSINESS ARISING**ITEM 3.1 UPDATE ON HERITAGE GRANT PROGRAM**

Alice Fudge advised that on March 31, 2014 Deputy Commissioner, Amy Poffenroth presented to Common Council the report entitled *Improvements to the Heritage Grant Program-Phase One* which was passed unanimously along with the changes to the funding ratios. Communication packages which will include the new policy and application forms will be mailed to all heritage property owners next week and those with tabled applications will be sent a letter.

ITEM 3.2 HERITAGE GRANT PROGRAM 2014- TABLED APPLICATIONS

Alice Fudge advised the Board that on March 31st, 2014, Common Council adopted the new *Heritage Grants Program Policy* and endorsed the new process for approval where Heritage staff will be responsible for the administration of the Grant Program.

She explained that as of January 2014, the Heritage Development Board has tabled all Heritage Grant applications pending the approval of the new policy which includes new funding ratios. There was a total of 13 grant application tabled and staff will contact those applicants by letter to advise them of the new requirement to submit a new application form by June 13th, 2014 to retain their current priority sequence. Forthcoming grant applications as well as all tabled grant applications from earlier this year will now be subject to the 2014 policy.

MOVED by Chris Boudreau, *SECONDED* by Scott Rinehart to recommendation that all 2014 Heritage Grant applications be lifted from the table and forwarded to Heritage Staff for administration of the new *Heritage Grants Program Policy* as approved by Common Council on March 31st, 2014. Staff shall contact all tabled grant applicants by letter to advise of new requirement to submit new application form by June 13th, 2014 to retain their current priority sequence.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

Rick Waters, Design Art Signs representing item 5.1 Apogee Investments 40 King Street.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS

Bob Boyce declared conflict of interest and left the room, 2nd Vice Chair, Elizabeth McGahan assumed the role of Chair.

**ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2014-16
APOGEE INVESTMENTS C/O DESIGN ART SIGNS, 40 KING STREET**

Alice Fudge advised that the application is for a Certificate of Appropriateness for the installation of a new aluminum projecting sign angled from the building's corner on Germain and King Streets. She recommended approval.

**ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-16
APOGEE INVESTMENTS C/O DESIGN ART SIGNS, 40 KING STREET**

MOVED by Gord Hewitt, SECONDED by Scott Rinehart to approve the following:

- A. *Install* new aluminium hanger and brushed aluminium double-sided projecting sign, 40" diameter, with black raised lettering that read:
- "CENTRAL TELEGRAPH"
 - "40"

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 April 17th, 2014.

Rick Waters of Design Art Signs advised the Board that the proposed projecting sign was designed along with the owner Apogee Investments to incorporate the buildings new name "Central Telegraph". He explained that the owner's Aunt had worked at the building during the time the Central Telegraph occupied the space.

Mr. Waters provided the Board with samples of the brushed aluminum material and advised that it is proposed to provide longevity and cut down on the required maintenance that wooden signs demand. He explained that the sign would be installed at the corner of the building at a 45 degree angle so the sign can be seen by both Germain Street and King Street. There will be guide wires installed directly into the structure of the building to ensure safety, but will not disrupt the buildings integrity.

Alice Fudge explained that the proposed projecting sign is roughly 9 square feet which is larger than Practical Conservation Guideline for signs for which it is suggested 5 square feet. She explained that considering the size of the building, the open street corner location, and that the sign represents the civic address of the building that houses several businesses, that the larger scale is more proportional than the standard size. She also advised the sign does not interfere with other projecting signs of other businesses in the proximity, therefore she recommended approval.

CARRIED.

Bob Boyce re-joined the meeting.

ITEM 6.0 REPORTS

There were no reports.

ITEM 7.0 OTHER BUSINESS

7.1 INFILL GUIDELINES/STANDARDS

Item deferred until a future meeting.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held April 9th, 2014

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 6:10 p.m.

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