

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

**WEDNESDAY AUGUST 20, 2014**

---

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

IN ATTENDANCE:

Bob Boyce, Chair  
Patrick McCaffrey, 1<sup>st</sup> Vice Chair  
Elizabeth McGahan, 2<sup>nd</sup> Vice Chair  
Chris Boudreau  
Councillor Donna Reardon  
Gordon Hewitt  
Scott Rinehart

Alice Fudge, Heritage Analyst  
Jaime McGivery, Recording Secretary

REGRETS:

Jill Good, Recording Secretary  
Amy Poffenroth, Deputy Commissioner  
Colin Waldschutz  
Bob McVicar

---

**ITEM 1.0      AGENDA**

*MOVED* by Chris Boudreau, *SECONDED* by Gordon Hewitt to approve the August 20<sup>th</sup>, 2014 agenda as circulated.

*CARRIED.*

**ITEM 2.0      MINUTES**

**ITEM 2.1    MINUTES OF THE AUGUST 6<sup>TH</sup>, 2014 REGULAR MEETING**

*MOVED* by Patrick McCaffrey, *SECONDED* by Scott Rinehart to approve the minutes of the August 6<sup>th</sup>, 2014 regular meeting as circulated.

*CARRIED.*

**ITEM 3.0 BUSINESS ARISING**

There was no business arising.

**ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS**

**108 Douglas Avenue - Cindy Collins – Representative from Centre for Youth Care**

**122-124 Prince William Street – Brian Bailey (entered the meeting at 6:00pm)**

**ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS****ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2014-47  
SUSAN CUNNINGHAM, 302 DOUGLAS AVENUE**

Alice Fudge advised that the application is for a Certificate of Appropriateness [Heritage Permit] to scrape and paint wood siding, trim and windows with approved Heritage colours and to complete minor wood repairs, as necessary. She recommended approval.

**ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-47  
SUSAN CUNNINGHAM, 302 DOUGLAS AVENUE**

*MOVED* by Patrick McCaffrey, *SECONDED* by Donna Reardon to approve the following:

*Replace* wood shingles, window sills and wood corner boards as needed with new wood components to match original;

*Remove* loose and deteriorated paint from wood siding, wood windows, doors and trim components, using infra-red heat guns or hand scrapers. **DO NOT USE OPEN FLAME** of propane torch (flame may wick into building with disastrous results);

*Prime* and paint wooden shingles and trim of building using the following heritage colour scheme in keeping with the Practical Conservation Guidelines for Paint & Colour :

- **HC-134 Tarrytown Green** – body
- **HC-174 Lancaster Whitewash** – trim
- **Black** – Window sashes and door

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 September 4<sup>th</sup>, 2014.

**CARRIED.**

**(Donna Reardon & Bob Boyce declared conflict of interest for Item 5.2 and left the room, Patrick assumed the role of Chair)**

**ITEM 5.2A APPLICATION FOR A HERITAGE PERMIT 2014-48**  
**ED REARDON, 122-124 PRINCE WILLIAM STREET**

---

Alice Fudge advised that the application is for a Certificate of Appropriateness [Heritage Permit] for the construction of a roof top deck and additional stairs which will connect to existing wood stair structure, rear elevation. She recommended approval.

**ITEM 5.2B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-48**  
**ED REARDON, 122-124 PRINCE WILLIAM STREET**

---

***MOVED** by Elizabeth McGahan, **SECONDED** by Scott Rinehart to approve the following:*

***Construct** a new 12' x 9' foot rooftop deck, wood construction, 6x6" posts, wood railing and glass railing at 42" height, 2x6" chamfered edge hand rails, as per attached sketches;*

***Construct** stairs and cantilever landing with railings, wood construction; to connect to existing wood stairs, rear elevation.*

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 Sept 4<sup>th</sup>, 2014.

Board member Chris Boudreau spoke on behalf of the applicant Ed Reardon. The application details were changed in the meeting, which included the proposal to increase the dimensions of the deck, in comparison to the original drawings submitted, to approximately 16 x 24 feet, with removable railings. The deck will be heavily weighted in the front, and approximately 3 feet back from the front of the building. Heritage Officer Alice Fudge requested that the applicant resubmitting revised drawings of the rooftop deck and design work. It was noted that these drawings would be required for the Building Permit as well.

**(Donna Reardon & Bob Boyce re-joined the meeting)****ITEM 5.3A APPLICATION FOR A HERITAGE PERMIT 2014-49**  
**WENDY HORSLER, 108 DOUGLAS AVENUE**

---

Alice Fudge advised that the application is for a Certificate of Appropriateness [Heritage Permit] for the reconstruction of wood stairs and concrete landing, and the replacement of wood supports (posts and beams) under sun porch. She recommended approval.

**ITEM 5.3B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-49**  
**WENDY HORSLER, 108 DOUGLAS AVENUE**

---

*MOVED* by Patrick McCaffrey, *SECONDED* by Donna Reardon to approve the following:

*Construct* beam (3x 2"x10") and three 6x6" columns (12 foot spacing) to support existing porch;

*Reconstruct* wood stairs from porch to landing with wood hand railing;

*Install* concrete landing and steps to grade;

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 September 4<sup>th</sup>, 2014.

The Board held a brief discussion regarding the materials of the proposed railing. Ms. Collins indicated that she was not familiar with the details of the project. It was agreed that Heritage Officer, Alice Fudge would contact the applicant to request that the final details be submitted to her, but that either wood or wrought iron would be appropriate.

**CARRIED.**

**ITEM 6.0 REPORTS**

There were no reports.

**ITEM 7.0 OTHER BUSINESS**

No other business.

**ITEM 8.0      NEXT MEETING**

The next regular Board meeting will be held September 3<sup>rd</sup>, 2014.

**ITEM 9.0      ADJOURNMENT**

There being no further business, the meeting adjourned at 6:00 pm.

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