

**HERITAGE DEVELOPMENT BOARD
OF
THE CITY OF SAINT JOHN
WEDNESDAY JULY 23, 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
 Gordon Hewitt
 Scott Rinehart
 Colin Waldschutz
 Elizabeth McGahan, 2nd Vice Chair
 Bob McVicar

Alice Fudge, Heritage Analyst
Jill Good, Recording Secretary
Amy Poffenroth, Deputy Commissioner

REGRETS: Chris Boudreau
 Councillor Donna Reardon

ITEM 1.0 AGENDA

The following items were added to the agenda under Other Business:

- 7.2 Loyalist Burial Grounds
- 7.3 MBA study - Data gathering project for Heritage and Uptown Saint John
- 7.4 Policy- Partial Demolitions

***MOVED** by Bob McVicar, **SECONDED** by Colin Waldschutz to approve the July 23rd, 2014 agenda as amended.*

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE JULY 9TH, 2014 REGULAR MEETING

***MOVED** by Gord Hewitt, **SECONDED** by Scott Rinehart to approve the July 9th, 2014 regular meeting as circulated.*

CARRIED.

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

No guests/applicants were present.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.2A APPLICATION FOR A HERITAGE PERMIT 2014-42
THANDI'S C/O HOLLY SINGH, 33 CANTERBURY STREET**

Alice Fudge advised that the application is for a Certificate of Appropriateness [Heritage Permit] to paint storefront and wood windows using a new Heritage colour scheme. She recommended approval.

**ITEM 5.2B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-42
THANDI'S C/O HOLLY SINGH, 33 CANTERBURY STREET**

MOVED by Patrick McCaffrey, *SECONDED* by Bob McVicar to approve the following:

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 colour scheme in keeping with guidelines found in Practical Conservation Guidelines for *Paint & Colour*

- *HC 110 – Wethersfield Moss* body of storefront panels
- *HC 45 – Shaker Beige* trim, corner boards, plinth boards
- *HC 25 – Quincy Tan* accent
- *Black* – 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 August 7th, 2014.

CARRIED.

ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2014-40
WILLIAM RECTOR, 20-22 CANTERBURY STREET

Alice Fudge advised that the application is for a Certificate of Appropriateness for the restoration of all original wood windows (35), and for brick repointing. She recommended approval.

ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-40
WILLIAM RECTOR, 20-22 CANTERBURY STREET

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

Repair, and/or replace as necessary, any deteriorated, or missing wood components, (of original 35 wood windows), window sills, decorative surrounds and with new wood components, matching the profiles, sizes, and detailing of the original components;

Remove old and deteriorated putty; replace any cracked, broken, or missing glass and re-putty;

Repair, and/or replace as necessary, deteriorated clapboards and shingles;

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

Prime and paint all wood components using an approved colour scheme in keeping with guidelines found in Practical Preservation Guidelines for *PAINT & COLOR*.

Remove loose and deteriorated mortar, using hand tools or, where horizontal joints are a minimum of 3/16" (5 mm), a rotary grinder with a thin blade but **ONLY ON HORIZONTAL JOINTS. DO NOT USE GRINDER ON VERTICAL JOINTS**;

Replace spalled or damaged bricks with salvaged brick to match original brick in colour, size, and porosity;

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

- 1 part White Portland (type 10- grey is not acceptable);
- 2 parts hydrated lime (high calcium soaked minimum 24 hours); and
- 8 parts screened sand

(by mixing lime and sand to create roughage, or "rough stuff", then adding White Portland just prior to use).

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 August 7th, 2014.

CARRIED.

ITEM 6.0 REPORTS

There were no reports.

ITEM 7.0 OTHER BUSINESS

ITEM 7.1 LETTER TO THE BOARD-MARY STOKES-REES

The Board held a brief discussion regarding Ms. Stokes-Rees emailed received July 1, 2014. The email requested that the Heritage Development Board consider the potential for a paint program for heritage properties specifically along Douglas Avenue. The Board discussed that there is grant funding available to heritage property owners.

MOVED by Patrick McCaffrey, SECONDED by Bob McVicar that the Board draft a letter to Ms. Stokes-Rees summarizing the opportunities for funding of painting through the Heritage Grant Program.

CARRIED.

ITEM 7.2 LOYALIST BURIAL GROUNDS

The Board held a discussion expressing their concerns with regards to the smoking area which is established just inside the Loyalist Burial Grounds. Deputy Commissioner Amy Poffenroth explained that from a staff perspective the Board only has the ability to regulate a development and the smoking area does not fit into that definition. She explained that there would be no means to enforce the request to remove the smoking area, but that the Board could write a letter or contact the owner to express their concerns. Bob McVicar indicated that he would contact the owner to discuss.

ITEM 7.3 MBA STUDY- DATA GATHERING PROJECT FOR HERITAGE & UPTOWNSJ

Gord Hewitt indicated that the subcommittee formed last meeting to discuss the report from UptownSJ "*The Economics of Saint John's Built Heritage*" would be meeting tonight following the Heritage Board meeting. He explained that fellow Board member Chris Boudreau has hired a MBA student to work with UptownSJ on the heritage properties project and would like to partner with the Heritage Development Board at no cost to the City. The Board expressed their support for the subcommittee.

ITEM 7.4 POLICY-PARTIAL DEMOLITIONS

Chair Bob Boyce explained to the Board that there is a need for the Board to review the policy around demolition, more specifically partial demolition which would require a by-law amendment. He provided the example of a property owner requesting to demolish a rear ell of a building or a coach house etc. Board members felt that there could be an opportunity to preserve buildings that are in need of repair if there was a mechanism to demolish only the rear portion and maintain the character defining elements. The Board held a brief discussion regarding other examples of partial demolition in the City of Saint John and agreed that further research was necessary.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held August 6th, 2014.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 6:06 pm.

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