

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

WEDNESDAY JUNE 11, 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
 Chris Boudreau
 Councillor Donna Reardon
 Gordon Hewitt
 Scott Rinehart

Alice Fudge, Heritage Analyst
Jill Good, Recording Secretary

REGRETS: Amy Poffenroth, Deputy Commissioner
 Colin Waldschutz
 Bob McVicar

ITEM 1.0 AGENDA

The following item was added to the agenda under *Other Business*:

7.1 File history of the Bruce Building: 167-171 Prince William Street

MOVED by Gord Hewitt, SECONDED by Elizabeth McGahan to approve the June 11, 2014 agenda as amended.

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE MAY 28TH, 2014 REGULAR MEETING

MOVED by Chris Boudreau, SECONDED by Elizabeth McGahan to approve the May 28th, 2014 regular meeting as circulated.

CARRIED.

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

There were no applicants/guests present.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2014-25
ROBERT COES, 258 PRINCE WILLIAM STREET**

Alice Fudge advised that the application is for a Certificate of Appropriateness to install supports for existing deck, construct a wood retaining wall under the deck, and install wood lattice panels. She recommended approval.

**ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-25
ROBERT COES, 258 PRINCE WILLIAM STREET**

MOVED by Donna Reardon, SECONDED by Gord Hewitt to approve the following:

Construct beam (3x 2"x8") and three 6x6" columns (8 foot spacing) to support existing wood deck;

Construct wood retaining wall with existing wood sleeper walls;

Install new wood lattice stained to match trim colour, between columns to fill height;

Install horizontal wood boards in front of column base, stained to match trim colour to infill rock outcrop where needed.

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 June 26th, 2014.

Alice Fudge explained that the application had been tabled at the May 14th & May 28th pending further details on the proposed aesthetics and materials to be used. She presented a drawing provided by the applicant which detailed the use of lattice above the retaining

wall, to be painted the same colour as the house. The Board was satisfied with the revisions made to the drawing.

CARRIED.

ITEM 5.2A APPLICATION FOR A HERITAGE PERMIT 2014-29
CHRIS ADAMS C/O PARTNERSHIP SELECT INC, 242 PRINCE WILLIAM STREET

Alice Fudge advised that the application is for a Certificate of Appropriateness for brick repointing on the South facing wall. She recommended approval.

ITEM 5.2B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-29
CHRIS ADAMS C/O PARTNERSHIP SELECT INC, 242 PRINCE WILLIAM STREET

MOVED by Donna Reardon, *SECONDED* by Scott Rinehart to approve the following:

Remove loose and deteriorated mortar and brickwork, 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;

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 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].

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 June 26th, 2014.

Ms Fudge advised that this work was underway as she was out conducting a neighbouring inspection. She stopped to talk to the mason and explained the heritage permit and building permit process. She explained that it was her observation that the mason was using the appropriate mortar mix and using grinders the horizontal joints. The Board requested that staff ensure a letter is sent following up on the permitting process as well as the lost potential for heritage grant funding for completing work without a permit.

CARRIED.

ITEM 5.3A APPLICATION TO AMEND A HERITAGE PERMIT 2014-30
BARB KLIFFER, 80 SYDNEY STREET

Alice Fudge advised that the application is for an amendment to Certificate of Appropriateness 12-57A to include the installation and painting of new wood clapboards on south wall. She recommended approval.

ITEM 5.3B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-30
BARB KLIFFER, 80 SYDNEY STREET

MOVED by Donna Reardon, SECONDED by Chris Boudreau to approve the following:

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

Repair and/or replace, as necessary, any deteriorated or missing wood trim components, including wood shingle or clapboard siding, with new wood components, matching the profiles and detailing of the original components;

Install wood clap board siding at 4 ½" to weather complete with 6" x 5/4" corner boards, fascia and plinth boards, as necessary to meet building code requirements for non-combustible siding on the sides and rear façades;

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 new and existing wood components using an approved colour scheme, in keeping with guidelines found in Practical Conservation Guidelines for Paint & Colour;

The following items as per previously approved
Certificate of Appropriateness [12-57A] (now closed, June 2014):

Remove loose and deteriorated mortar and brickwork, using rotary grinders ONLY on middle of horizontal joints – remove the remainder of the mortar and any loose parging with hand tools - DO NOT USE GRINDERS ON VERTICAL JOINTS - 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 corner edges of bricks;

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

Repoint existing bricks/lay replacement 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; 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;

***Note: Measures or precautions need to be undertaken to ensure mortar is allowed to cure a minimum of 28 days at no less than 10 degrees Celsius and no greater than 28 degrees Celsius ambient temperature.**

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

This work is 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 June 26th, 2014.

Alice explained to the Board that the original Certificate of Appropriateness from 2012 was for the installation of cement board to the side and rear walls due to the proximity of the property line. The applicant has advised that cement board is no longer available in the Maritimes. Ms Kliffer is proposing the installation of exterior grade drywall underneath wooden clapboards and wooden corner boards an alternative that will be reviewed by Building Inspection Services to ensure it meets with code. Alice advised that this would allow for the applicant to be eligible for heritage grant funding.

CARRIED.

**ITEM 5.4A APPLICATION FOR A HERITAGE PERMIT 2014-31
HERB DUNCAN, 105-107 PRINCE WILLIAM STREET**

Alice Fudge advised that the application is for a Heritage Permit [Certificate of Appropriateness] for masonry repointing on the Prince William Street façade. She recommended approval.

ITEM 5.4B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-31
HERB DUNCAN, 105-107 PRINCE WILLIAM STREET

MOVED by Donna Reardon, *SECONDED* by Elizabeth McGahan to approve the following:

Remove loose and deteriorated mortar and brickwork, 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;

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 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].

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 June 26th, 2014.

CARRIED.

ITEM 5.5A APPLICATION FOR A HERITAGE PERMIT 2014-32
LOUISE CASSIDY, 19 HARDING STREET

Alice Fudge advised that the application is for a Heritage Permit [Certificate of Appropriateness] for the installation of six new wood sliding windows on the street façade. She recommended approval.

ITEM 5.5B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-32
LOUISE CASSIDY, 19 HARDING STREET

MOVED by Patrick McCaffrey, *SECONDED* by Scott Rinehart to approve the following:

Remove six existing wood windows from south façade;

Install six new wood vertical sliding windows into original window openings. Windows to match design details and colour of original windows;

Prime and paint all new and existing wood components using the approved colour scheme, in keeping with guidelines found in Practical Conservation Guidelines for Paint & Colour;

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 June 26th, 2014.

Alice advised the Board that the applicant installed the windows prior to obtaining the appropriate permits and following discussion with her that permits were required. The Board requested that staff ensure a letter is sent following up on the permitting process as well as the lost potential for heritage grant funding for completing work without a permit.

CARRIED.

ITEM 5.6A APPLICATION FOR A HERITAGE PERMIT 2014-33
DENIS RICHARD, 125 PRINCE WILLIAM STREET

Alice Fudge advised that the application is for a Heritage Permit [Certificate of Appropriateness] for pointing of the top south-east corner sandstone and brick masonry. She recommended approval.

ITEM 5.6B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-33
DENIS RICHARD, 125 PRINCE WILLIAM STREET

MOVED by Donna Reardon, *SECONDED* by Chris Boudreau to approve the following:

Remove loose and deteriorated mortar from the damaged area (top left corner), using hand tools - DO NOT USE GRINDERS on vertical joints;

Joints to be raked out not to exceed original joint width; Do not round corners of brick or stone;

Repoint existing brick and sandstone joint, 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; 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;

***Note: Measures or precautions need to be undertaken to ensure mortar is allowed to cure a minimum of 28 days at no less than 10 degrees Celsius ambient temperature.**

Wash down repaired masonry using mild restoration cleaner (Sure Klean 600 or similar);

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 June 26th, 2014.

Ms Fudge advised that the applicant has been requested by Building Inspection Services to provide a stamped engineering report for the proposed repair.

CARRIED.

Donna Reardon declared conflict for items 5.7 & 5.8 and left the room.

ITEM 5.7A APPLICATION FOR A HERITAGE PERMIT 2014-34
ED REARDON, 122-124 PRINCE WILLIAM STREET

Alice Fudge advised that the application is for a Heritage Permit [Certificate of Appropriateness] for the repair and replacement of damaged sandstone at two entrance entablatures on front façade. She recommended approval.

ITEM 5.7B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-34
ED REARDON, 122-124 PRINCE WILLIAM STREET

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

Remove loose and deteriorated mortar and sandstone, using hand tools ONLY – DO NOT USE GRINDERS on vertical joints - Joints to be raked out not to exceed original joint width;

Replace damaged sandstone around two entrance entablatures with salvaged stone to match original in detail, colour, size, and porosity; re-set stonework and point;

Repoint existing stonework 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; dolomite-based lime, used for agricultural purposes, is not acceptable);
- 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];

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 June 26th, 2014.

CARRIED.

ITEM 5.8A APPLICATION TO AMEND A HERITAGE PERMIT 2014-17A
ED REARDON, 200 GERMAIN STREET

Alice Fudge advised that the application is for an amendment to the Heritage Permit [Certificate of Appropriateness] for the repair and replacement of damaged sandstone at two entrance entablatures on front façade. She recommended approval.

**ITEM 5.8B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-17A
ED REARDON, 200 GERMAIN STREET**

MOVED by Chris Boudreau, *SECONDED* by Patrick McCaffrey to approve the following:

Remove damaged front sandstone steps and stabilize stair structure;

Install new sandstone pieces to replace steps;

Replace and repair damaged sandstone at window sills and sandstone sill course with salvaged stone to match original in detail, colour, size, and porosity; re-set stonework and point;

Repoint existing stonework joints and cracks as needed 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; dolomite-based lime, used for agricultural purposes, is not acceptable);
- 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];

**The following items as per previously approved
Certificate of Appropriateness [14-17] (now closed, June 2014):**

Remove three original roof skylights for restoration;

Replace glass with new tempered glass; Restore damaged copper window casing;

Install restored skylights; reputty/re-caulk seals, as necessary.

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 June 26th, 2014.

CARRIED.

ITEM 6.0 REPORTS

No Reports.

ITEM 7.0 OTHER BUSINESS

ITEM 7.1 FILE HISTORY OF THE BRUCE BUILDING: 167-171 PRINCE WILLIAM STREET

Chris Boudreau requested that staff review the street file for 167-171 Prince William Street for a past application for the demolition of the two wings of the building slated for imminent demolition under the Dangerous Buildings by law. He was given the impression from a source that an application was brought forward and denied in the past to demolish a portion of the building.

The Board held a brief discussion regarding the potential for establishing a cache of archival photographs for heritage properties in the City.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held June 25th, 2014.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 6:23 pm.

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