

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

WEDNESDAY JUNE 12TH, 2013

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

IN ATTENDANCE:

Leona Laracey, Chair
Gordon Hewitt, 1st Vice Chair
Scott Rinehart
Bob Boyce
Elizabeth McGahan
Councillor Donna Reardon

Amy Poffenroth, Acting Commissioner
Jill Flecknell, Recording Secretary

REGRETS:

Alice Fudge, Heritage Analyst
Jim Bezanson, Secretary/Heritage Development Officer

Patrick McCaffrey, 2nd Vice Chair
Colin Waldschutz
Alex Pesold

ITEM 1.0 AGENDA

The following items were added for discussion under Other Business:

- 7.1 Update on Staff*
- 7.2 213 Germain Street: Letter received*
- 7.3 Uptown Saint John: Letter received*
- 7.4 Side walk Cafe*

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

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE MAY 29TH, 2013 MEETING

The minutes of May 29th, 2013 were deferred.

MOVED by Elizabeth McGahan, *SECONDED* by Gord Hewitt to table the May 29th, 2013 minutes.

CARRIED.

ITEM 3.0 BUSINESS ARISING

ITEM 3.1 UPDATE ON PRESENTATION FROM LEGAL DEPARTMENT

Staff advised that City Solicitor, John Nugent would be present at the June 26th, 2013 regular Heritage Development Board meeting. Chair, Leona Laracey requested that discussions begin at 5:30pm and that members of the public and applicants be asked come at 6:30pm.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

- Greg Cook & Leslie Jeffrey along with their Mason, Bradley Brittain and his wife Athena were present for *156 Sydney Street*.
- Shawn Verner was present representing *112-114 Prince William Street*.
- Dean Secord was present representing *161-163 Charlotte Street*.
- Ferando Bergel was present representing *96 Germain Street*.
- Hilton Lomax of Hilton Lomax Builders was present representing *6 Queen Square South*.
- Christopher Murray was present representing *260 Prince William Street*.
- Wellen Llego & Ed Lunnie were present representing *9 Pagan Place*.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS

**ITEM 5.1A APPLICATION FOR AMENDMENT TO A HERITAGE PERMIT 2013-37
LESLIE JEFFREY & GREG COOK, 156 SYDNEY STREET**

Leona Laracey advised that the application is for an amendment to an existing Certificate of Appropriateness to infill with brick of existing wooden infilled windows at the Queen Street, sidewalk level.

**ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-37
LESLIE JEFFREY & GREG COOK, 156 SYDNEY STREET**

MOVED by Bob Boyce, *SECONDED* by Gord Hewitt to approve the following:

Amend the previously approved Certificate of Appropriateness [12-43] to include the following:

Remove paint from foundation brick walls, using approved paint stripper;

Remove loose and deteriorated mortar from foundation brick walls, using rotary grinders ONLY on middle of horizontal or vertical joints - remove the remainder with hand tools - Joints to be raked out not to exceed original joint width - Do not round corners/edges of blocks;

Repoint and lay salvaged brick to infill foundation wall openings at a recessed depth of ¾" back from face of wall, 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; **DO NOT OVERLAP MORTAR ONTO BEVELLED FACES OF HYRO-STONE BLOCKS;**

***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.**

Replace existing rotten wood sills with concrete cast sills and raise door sill up from the sidewalk.

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

Previously approved Certificate of Appropriateness [12-43]:

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

Remove non-original wood sheathing and decorative bric-a-brac from upper storey of corner turret to uncover three (3) existing wood windows;

Replace non-original wood siding below second-storey windows of corner turret with new decorative wood shingle siding;

Remove loose and deteriorated paint and/or varnish from existing stained glass windows and 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);

Remove old and deteriorated putty, repair and/or replace as necessary, any cracked, broken, or missing decorative glass and /or deteriorated (fatigued) lead caning, and re-putty;

Repair and/or replace, as necessary, any deteriorated or missing wood components, including portions of window sash, window frames and sills, with new wood components, matching the profiles and detailing of the original components;

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 a 3-colour scheme selected from an approved historic colour palette, in keeping with guidelines found in Practical Conservation

Guidelines for Paint & Colour [colours have been selected from a historic colours palette and confirmed in consultation with Heritage Staff].

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 27, 2013.

The Board held a lengthy discussion with Mr Cooke & Ms Jeffrey and their mason, Mr Brittain expressing concerns that the proposed amendment to completely brick in the windows, Board members explained that if the openings are original to the building, they should reflect a record of the buildings history. It was decided that the amendment be that the recess be changed from 3-4 inches to $\frac{3}{4}$ inches and that the rotted wooden window sills be replicated with concrete cast sills and raise door sill up from the sidewalk.

CARRIED.

**ITEM 5.1C APPLICATION FOR A HERITAGE CONSERVATION GRANT 13-37/
GRANT RENEWAL FOR 12-43
LESLIE JEFFREY & GREG COOK, 156 SYDNEY STREET**

Leona Laracey advised that the application is for a Heritage Conservation Grant for a grant renewal 2013 [CofA 12-43] for repairs to stained glass windows (leading) and for the brick work & new work outlined in the amendment for [CofA 13-37] brick infill of existing wooden infilled windows at the Queen Street, sidewalk level. There is a Conservation Plan in place for the building located in the Trinity Royal Heritage Conservation Area. Staff recommended approval.

***MOVED** by Elizabeth McGahan, **SECONDED** by Gord Hewitt to approve a Heritage Conservation Grant of 15% up to a maximum of \$682.50 for brick infill of windows on Queen Street and 25% up to a maximum of \$300.00 for the repairs to original stained glass windows.*

Bradley Brittain noted that the cost estimate may change as the outline of work has changed; the Board advised that staff could amend the amount of grant funding allocated as per the revised project estimates.

CARRIED.

ITEM 5.2A APPLICATION FOR A HERITAGE PERMIT 2013-37
JEFF LAFRANCE, 161-163 CHARLOTTE STREET

Leona Laracey advised that the application is to repaint the rear exterior of the building in a heritage approval colour scheme. Staff recommended approval.

ITEM 5.2B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-37
JEFF LAFRANCE, 161-163 CHARLOTTE STREET

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

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

- HC-7 Bryant Gold: rear exterior wall;
- HC-62 Somerville Red: accent/trim.

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 27, 2013.

CARRIED.

ITEM 5.2C APPLICATION FOR A HERITAGE MAINTENANCE GRANT 13-37
JEFF LAFRANCE, 161-163 CHARLOTTE STREET

Leona Laracey advised that the application is for a Heritage Maintenance Grant for the repainting of the rear exterior wall. There is no Conservation Plan in place for the building located in the Trinity Royal Heritage Conservation Area. She recommended approval.

MOVED by Donna Reardon, *SECONDED* by Gord Hewitt to approve a Heritage Maintenance Grant of 15% up to a maximum of \$150.00 based on project estimates, to repaint the rear exterior of the building.

CARRIED.

ITEM 5.3A APPLICATION FOR A HERITAGE PERMIT 2013-38
HILTON LOMAX BUILDERS LTD., 6 QUEEN SQUARE SOUTH

Leona Laracey advised that the application is to construct foundation front steps at the front entry with colour matching concrete. Staff recommended approval.

ITEM 5.3B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-38
HILTON LOMAX BUILDERS LTD., 6 QUEEN SQUARE SOUTH

MOVED by Bob Boyce, *SECONDED* by Donna Reardon to approve the following:

Construct foundation steps with colour matching concrete to replicate as closely as possible the existing sandstone stairs, existing sandstone buttress to remain in place. New steps to have rounded nosing and brushed finish to replicate sandstone finish.

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 27, 2013.

Mr Hilton Lomax explained that while renovating the interior of the building for the new owners, they noticed that the front entry stairs were almost entirely deteriorated beyond repair. He obtained a very costly estimate for the installation of sandstone stairs, which he provided the homeowners. He was given a more economical alternative to the sandstone stairs which would be to replicate the stairs with colour matching concrete. Board members requested that the concrete be given a brushed finish to further replicate sandstone material, the nosing of the steps be rounded and that the sandstone side supports be left in place, to which Mr Lomax agreed.

CARRIED.

ITEM 5.5A APPLICATION FOR A HERITAGE PERMIT 2013-40
SHAWN VERNER, 112-114 PRINCE WILLIAM STREET

Leona Laracey advised that the application is to construct a sidewalk patio as per the drawings provided. Staff recommended approval.

ITEM 5.5B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-40
SHAWN VERNER, 112-114 PRINCE WILLIAM STREET

MOVED by Gord Hewitt, *SECONDED* by Bob Boyce to approve the following:

Construct wooden sidewalk patio as per attached sketch.

This work to be carried out under the following conditions:

1. 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.
2. 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 27, 2013.

Acting Commissioner, Amy Poffenroth reviewed with the Board the 2001 Common Council Report entitled "*Establishment of Sidewalk Cafes Upon Street Right of Way*". Chair, Leona Laracey explained that while the Board recognizes that sidewalk patios are not overly common and a contemporary concept and should be made of traditional materials. Ms. Laracey advised the Board that a letter had been received from Uptown SJ expressing a desire for a standardized design guideline for sidewalk cafes. Councillor Reardon expressed her opinion that sidewalk cafes could be of various designs based on the particular branding of the company and that diversity on the streetscape should be welcomed.

CARRIED.

ITEM 5.6A APPLICATION FOR A HERITAGE PERMIT 2013-41
CHRISTOPHER LLOYD MURRAY, 260 PRINCE WILLIAM STREET

Leona Laracey advised that the application is to repaint the exterior (including trim and accent pieces) of the property, level the porch on the front of the building and replacement of rotten trim pieces and wooden door, and repairs to the foundation and stairs. Staff recommended approval.

ITEM 5.6B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-41
CHRISTOPHER LLOYD MURRAY, 260 PRINCE WILLIAM STREET

MOVED by Elizabeth McGahan, **SECONDED** by Gord Hewitt to approve the following:

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);

Repair, and/or replace as necessary, any deteriorated wood siding or trim components or deteriorated window or door components, matching originals in size, materials and detailing;

Replace, the front entry wooden door, while retaining the original detailing including the fanlight;

Repair and level front porch;

Repair foundation and basement stairs;

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-157 Narragansett Green: body;
- HC-30 Philadelphia Cream: trim;
- 2074-10 Grape juice: accent;

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 27th, 2013.

Chair, Leona Laracey questioned if the wooden door was beyond repair and if so could the applicant give consideration to maintaining the traditional detailing when replicating the door and the fanlight at the top. Mr. Murray explained that the door was beyond repair and that his father would be completing the replica of the wooden door and they would maintain the design and fanlight.

CARRIED.

ITEM 5.6C APPLICATION FOR A HERITAGE MAINTENANCE GRANT 13-41
CHRISTOPHER LLOYD MURRAY, 260 PRINCE WILLIAM STREET

Leona Laracey advised that the application is for a Heritage Maintenance Grant to repaint the exterior (including trim and accent pieces) of the property, level the porch on the front of the building and replacement of rotten trim pieces and wooden door, and repairs to the foundation and stairs. There is no Conservation Plan in place for the building located in the Trinity Royal Heritage Conservation Area. She recommended approval.

***MOVED** by Donna Reardon, **SECONDED** by Scott Rinehart to approve a Heritage Maintenance Grant of 15% up to a maximum of \$450.00 based on project estimates, to repaint the exterior (including trim and accent pieces) of the property, level the porch on the front of the building and replacement of rotten trim pieces and wooden door, and repairs to the foundation and stairs..*

CARRIED.

ITEM 5.7A APPLICATION FOR A HERITAGE PERMIT 2013-42
WELLEN LLEGO, 9 PAGAN PLACE

Leona Laracey advised that the application is to excavate and make repairs to foundation, reglaze porch windows and replace glass as necessary, make repairs to wood grill, paint window frames, sills and grills as necessary to match existing paint color. Staff recommended approval.

ITEM 5.7B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-42
WELLEN LLEGO, 9 PAGAN PLACE

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

Excavate foundation at front right corner and inspect to determine extent of structural repairs required and repair as necessary;

Reglaze/Repair and Replace any broken glass on the porch windows and long window located on the East side of the building.

Repair wood grill with epoxy as required.

Prime and paint wooden window frames, sills and grills using an approved heritage colour in keeping with the 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 27th, 2013.

CARRIED.

ITEM 5.7C APPLICATION FOR A HERITAGE MAINTENANCE GRANT 13-42
WELLEN LLEGO, 9 PAGAN PLACE

Leona Laracey advised that the application is for a Heritage Maintenance Grant to excavate and make repairs to foundation, reglaze porch windows and replace glass as necessary, make repairs to wood grill, paint window frames, sills and grills as necessary to match existing paint color. There is no Conservation Plan in place for the building located in the Trinity Royal Heritage Conservation Area. She recommended approval.

MOVED by Donna Reardon, *SECONDED* by Scott Rinehart to approve a Heritage Maintenance Grant of 15% up to \$500.00 based on project estimates, to excavate and

make repairs to foundation, reglaze porch windows and replace glass as necessary, make repairs to wood grill, paint window frames, sills and grills as necessary to match existing paint color.

CARRIED.

ITEM 5.9A APPLICATION FOR A HERITAGE PERMIT 2013-44
TACO PICA C/O SANTOS RUYAN, 96 GERMAIN STREET

Leona Laracey advised that the application is to construct a sidewalk patio as per the drawings provided. Staff recommended approval.

ITEM 5.9B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-44
TACO PICA C/O SANTOS RUYAN, 96 GERMAIN STREET

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

Construct wooden sidewalk patio as per attached sketch.

This work to be carried out under the following conditions:

1. 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.
2. 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 27, 2013.

CARRIED.

ITEM 5.4A APPLICATION FOR A HERITAGE PERMIT 2013-39
EYECANDY SIGNS INC., 75 PRINCE WILLIAM STREET

Leona Laracey advised that the application is to install raised PVC lettering to the stone column of the front of the building. Staff recommended approval.

ITEM 5.4B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-39
EYECANDY SIGNS INC., 75 PRINCE WILLIAM STREET

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

Install raised ½" PVC letters to the surface of stone column (see attached images) to read:

"NATIONAL"

[6" high, upper case, PVC silver painted letters]

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 27, 2013.

CARRIED.

**ITEM 5.8A APPLICATION FOR A HERITAGE PERMIT 2013-43
WILLIAM BELDING, 148 GERMAIN STREET**

Leona Laracey advised that the application is for repointing of brick work, on the front facade (west facing/Germain Street) and on the south facade (Horsfield Street) of the building. Staff recommended approval.

**ITEM 5.8B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-43
WILLIAM BELDING, 148 GERMAIN STREET**

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

Remove loose and deteriorated mortar and brickwork on the front facade (west facing/Germain Street) and on the south facade (Horsfield Street) of the building, using hand tools and rotary grinders ONLY on middle of horizontal joints. DO NOT USE GRINDERS ON VERTICAL JOINTS;

Replace spalled or deteriorated brick, using salvaged brick of similar porosity size and colour;

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; 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

***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 masonry using Sure Klean Restoration Cleaner;

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 27th, 2013.

CARRIED.**ITEM 5.8C APPLICATION FOR A HERITAGE MAINTENANCE GRANT 13-43
WILLIAM BELDING, 148 GERMAIN STREET**

Leona Laracey advised that the application is for a Heritage Maintenance Grant for repointing of brick work, on the front facade (west facing/Germain Street) and on the south facade (Horsfield Street) of the building. There is no Conservation Plan in place for the building located in the Trinity Royal Heritage Conservation Area. Staff recommended approval.

MOVED by Donna Reardon, SECONDED by Gord Hewitt to approve a Heritage Maintenance Grant of 15% up to \$ 300.00 based on project estimates, for repointing of brick work, as outlined in the application.

CARRIED.**ITEM 6.0 REPORTS**

There were no reports.

ITEM 7.0 OTHER BUSINESS**ITEM 7.1 UPDATE ON HERITAGE STAFF**

Acting Commissioner Amy Poffenroth advised the Board that there was no update to report at this time.

ITEM 7.2 213 GERMAIN STREET: LETTER RECEIVED

Ms. Poffenroth explained that a letter from Mr. Christopher Waldschutz of 213 Germain Street had been received. She explained that she had been advised by the Legal Department to recommend that the Board table discussions regarding this subject property until the June 26th meeting with City Solicitor John Nugent.

ITEM 7.3 UPTOWN SAINT JOHN: LETTER RECEIVED

A letter to the Heritage Development Board regarding sidewalk patios from General Manager, Peter Asimakos was received.

***MOVED** by Donna Reardon, **SECONDED** by Elizabeth McGahan to receive and file.*

CARRIED.

ITEM 7.4 SIDEWALK CAFES

The Board discussed the Common Council report from 2001 and agreed that a letter be written to Council requesting that the following section be removed from the Standards and Specifications for Sidewalk Cafes:

“Cafes to be located in the Heritage Preservation Area shall be required to ensure that any structure meets the requirement of the Heritage Preservation Area By-Law. In this regard the proponent will require the necessary approvals. The Heritage Officer envisions approving a prototype design that could be used in all areas.”

***MOVED** by Donna Reardon, **SECONDED** by Elizabeth McGahan to write a letter to Common Council requesting the removal of the requirement for temporary sidewalk patios to be approved by the Heritage Development Board.*

CARRIED.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held June 26th, 2013, with a presentation from the Legal department beginning at 5:30pm, members of the public are being asked to attend at 6:30pm.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned 7:00 PM

Amy Poffenroth, P.Eng, MBA
Acting Commissioner