

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

WEDNESDAY MARCH 20TH, 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:

Gordon Hewitt, 1st Vice Chair
Patrick McCaffrey, 2nd Vice Chair
Alex Pesold
Councillor Donna Reardon

Amy Poffenroth, Acting Commissioner
Alice Fudge, Heritage Analyst
Jill Flecknell, Recording Secretary

REGRETS:

Jim Bezanson, Secretary/Heritage Development Officer
Leona Laracey, Chair
Colin Waldschutz
Elizabeth McGahan

ITEM 1.0 AGENDA

MOVED by Donna Reardon, SECONDED by Patrick McCaffrey, to approve the agenda as presented.

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE MARCH 6TH, 2013 MEETING

MOVED by Patrick McCaffrey, SECONDED by Gord Hewitt to approve the March 6th, 2013 minutes as presented.

CARRIED.

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

Jim Bezanson was present representing *Item 5.1 114-116 Wentworth Street 13-09* and *Item 5.2 66 Sydney Street 13-10*.

Blair MacPhee was present representing *Item 5.3 161-163 Charlotte Street 13-11*.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2013-09
JIM BEZANSON, 114-116 WENTWORTH STREET**

Alice Fudge advised the application is for the following for which she recommended approval:

- A. Construct a new exit stair and landing at third storey;
- B. Replacement of non-original 3-in-1 tar shingles with slate shingles, repoint brick at cornice level, and repair copper cornice, all on street façade (west) roof;
- C. Replacement of three (3) new wood windows on the lower level, west façade;
- D. Replacement of three (3) new wood windows on the upper levels (second and third storey units) on the east façade. Two windows opening on to new proposed stair landing, one window opening on to second level existing deck.

**ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-09
JIM BEZANSON, 114-116 WENTWORTH STREET**

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

Install a new wood fire escape stair and landing at East side of building, third storey level (rear 114 Wentworth). Include capped 6" x 6" (150 x 150 mm) posts with 3/4" chamfered edges, 2" x 2" (40 x 50 mm) railing balusters and 2x4" hand rail, in keeping with *Stairs, Decks & Fire Escapes* (see attached plans);

Remove, the existing 3-in-1 asphalt shingles at the front (east) mansard roof to provide access to the wall for repairs; install ice and water shield membrane;

Install new slate masonry shingles, authentic black/charcoal in colour; ensure 5" slate is exposed to weather, and fastened with copper roofing nails;

Repair, and/or replace as necessary, any deteriorated portion of the copper cornice, in conjunction with any repairs necessary to the upper bricks; use

material to match the gauge and profile of the original roof edge detailing (copper);

Install three new wood windows at basement level, west facade; two casements (on north and south sides of bay window) and one vertical slider (center) wood windows to match the size, materials, sash configuration and detailing of the deteriorated original wood windows;

Install three new wood windows at second and third levels, east facade; two casements (on third level) and one casement (on second level) wood windows; **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 and windows using the previously approved colour scheme, in keeping with guidelines found in Practical Conservation Guidelines for *Paint & Colour*: HC-136 *Waterbury Green* (trim) and HC-133 *Yorktowne Green* (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 April 4, 2013.

CARRIED

**ITEM 5.1C APPLICATION FOR A HERITAGE CONSERVATION GRANT 13-09
JIM BEZANSON, 114-116 WENTWORTH STREET**

Alice Fudge advised the Board that the application is for Heritage Conservation Grant Renewal 13-09 application to the Board and provided the Board with an outline of the previously approved work that was proposed to continue in 2013. It was noted that the maximum amount of grant funding per property (PID) is \$5,000.00 per year. A Conservation Plan [2011] is in place for the building located in the Orange Heritage Conservation Area. She recommended approval.

Jim Bezanson questioned why his property at 114-116 Wentworth Street was being considered as one building as he had been required to complete two Conservation Plans. He explained that he will be submitting a separate application for 116 Wentworth Street as he is waiting for project estimates to come in. Acting Commissioner, Amy Poffenroth explained that it had been discussed at the March 6th, 2013 meeting that grants be administered by PID number. She explained that in some cases there can be multiple civic addresses on one PID, which would mean the maximum amount of grant funding for Conservation grants would be \$5,000.00 and for Maintenance grants would be \$500.00. Ms. Poffenroth explained that it was brought to staff's attention during the 2012 grant process and that these types of questions need to be clarified so the program can be administered properly.

Mr. Bezanson explained that he had been required to have two Conservation Plans done for each civic address of the 3-storey brick double-wide building so he felt he should be able to apply for two separate Conservation Grants.

Councillor Donna Reardon requested clarification surrounding the Heritage Development Board's conflict of interest policy more specifically around Board members and staff benefiting from the Heritage grant program. Mr. Bezanson explained that as the City of Saint John's Heritage Officer he understood that the issue of conflict of interest had been outlined in the Board's Roles and Procedures and that that particular Board member would step down. He explained that in the past he has always left the room when the Board reviewed his property's applications. He added that upon preparing the current application [13-09] and renewing work from past applications, it was discovered that information pertaining to past Heritage permits was missing from his file. He expressed his concerns that due to the conflict of interest policy, he was not able to attend those meetings.

Jim Bezanson requested that the Board table his grant application and clarify their policies around grants being administered by PID. He explained that historically his property has been handled as two separate applications and that a portion of the current grant application concerned the renewal of work for both 114-116 Wentworth as it was built as two buildings. Amy Poffenroth explained that in its current state the subject property would not be able to be sold as two buildings, with one PID. Mr. Bezanson acknowledged that he originally purchased the property as one building.

Board members agreed that a fuller discussion be held at the next regular meeting around the clarification of grants being issued by PIDs and that staff request direction the Legal department concerning staff benefitting from the Heritage grant program.

MOVED by Patrick McCaffrey, ***SECONDED*** by Donna Reardon to table the application for a Heritage Conservation Grant for up to a maximum of \$5,000.00 based on the work outlined in Certificate of Appropriateness [13-09] &

Certificate of Appropriateness [10-47] for 114-116 Wentworth Street, pending further clarification from the Board regarding grant approvals for multiple civic addresses on one property PID.

CARRIED.

ITEM 5.2A APPLICATION FOR A HERITAGE PERMIT 2013-10
JIM BEZANSON, 66 SYDNEY STREET

Alice Fudge advised the application is for the repair of an existing wood door at 157 Princess St entry. She recommended approval.

ITEM 5.2B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-10
JIM BEZANSON, 66 SYDNEY STREET

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

Repair and/or replace as necessary any deteriorated portion of the existing wood door, at 157 Princess entry, using material to match the character-defining elements.

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 4, 2013.

CARRIED

ITEM 5.2C APPLICATION FOR A HERITAGE CONSERVATION GRANT
RENEWAL 13-10
JIM BEZANSON, 66 SYDNEY STREET

Alice Fudge advised the Board that the application is for Heritage Conservation Grant Renewal 13-10 application to the Board and provided the Board with an outline of the previously approved work that was proposed to continue in 2013. A

Conservation Plan [2011] is in place for the building located in the Orange Heritage Conservation Area. She recommended approval.

Grant Renewal 2013 [CofA's 08-38A, 11-28A & 11-28B]

- A. Completion of detailing of Deck/Stairs with construction of retaining wall (North side): [08-38A]
Project estimated: \$2,500.00 (15% funding ratio) = **\$375.00**
- B. Paint windows and wood components, vestibule: [11-28A]
Project estimated: \$2,500.00 (15% funding ratio) = **\$375.00**
- C. Repoint brick at North side and East side: [11-28A]
Project estimated: \$10,000.00 (25% funding ratio) = **\$2,500.00**
- D. Install storm windows South and West facades: [11-28A]
Project estimated: \$25,000.00 (15% funding ratio) = **\$3,750.00**
- E. Repair window sashes and sills, South and West facades [11-28B]
Project estimated: \$2,500.00 (25% funding ratio) = **\$625.00**

Jim Bezanson provided a project estimate of \$500.00 (25% funding ratio) = \$125.00 for the repairs to the door proposed in Certificate of Appropriateness 13-10. He added that should it need to be replaced the projected estimate would be \$1500.00 (25% funding ratio) = \$375.00. Staff advised that this estimate be added to the grant application.

***MOVED** by Patrick McCaffrey, **SECONDED** by Alex Pesold to approve a Heritage Conservation Grant Renewal for up to a maximum of \$5,000.00 based on the renewal of work outlined in Certificates of Appropriateness [08-38A, 11-28A, 11-28B & 13-10] for 66 Sydney Street.*

CARRIED.

NAY, DONNA REARDON

ITEM 5.3A APPLICATION FOR A HERITAGE PERMIT 2013-11
BLAIR MACPHEE, 161-163 CHARLOTTE STREET

Alice Fudge advised the application is to install a new wrought iron hand railing, painted black, at front entrance. She recommended approval.

ITEM 5.3B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-11
BLAIR MACPHEE, 161-163 CHARLOTTE STREET

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

Install two (2) new wrought iron railings (painted black) at the entry stairs, using base plates affixed to the stone stair tread by set-in-place bolts.

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 4, 2013.

Mr MacPhee advised the Board that he will be selling 161-163 Charlotte Street at the end of March and he must install the proposed railings to comply with the Minimum Property Standards By-Law.

CARRIED

**ITEM 5.3C APPLICATION FOR A HERITAGE MAINTENANCE GRANT 13-11
BLAIR MACPHEE, 161-163 CHARLOTTE STREET**

Alice Fudge advised the Board that the application is for a Heritage Maintenance Grant to install a new wrought iron hand railing, painted black, at front entrance. No Conservation Plan is in place for the building located in the Trinity Royal Heritage Conservation Area. She recommended approval.

MOVED by Patrick McCaffrey, SECONDED by Donna Reardon to approve a Heritage Maintenance Grant of 15% of costs up to \$172.50 for the installation of a new wrought iron hand railing painted black located at the front entrance.

CARRIED.

ITEM 6.0 REPORTS

There were no reports.

ITEM 7.0 OTHER BUSINESS

There was no other business.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held April 3rd, 2013, at 5:30 pm.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned 6:35 PM

Amy Poffenroth, P.Eng, MBA
Acting Commissioner