

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

**WEDNESDAY MAY 16, 2012**

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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:                   Leona Laracey, Chair  
  Colin Waldschutz, 1<sup>st</sup> Vice Chair  
  Patrick McCaffrey, 2<sup>nd</sup> Vice Chair  
  Alex Pesold  
  Richard Gradon  
  Gordon Hewitt  
  Heather Urquhart  
  Elizabeth McGahan

  Jeff Gauley, Secretary/Heritage Officer  
  Jill Flecknell, Recording Secretary

REGRETS:                            Jacqueline Hamilton, Deputy Planning Commissioner  
  Jim Bezanson, Secretary/Heritage Development Officer

  Councillor Donnie Snook

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**ITEM 1.0           AGENDA**

*The following item was withdrawn:*

*5.4 Gateway Property Management, 88 Orange Street*

*The following item was added for discussion under Business Arising:*

*3.1 127 Charlotte Street*

*The following item was added for discussion under Other Business:*

*7.1 Board Initiatives*

***MOVED*** by Elizabeth McGahan, ***SECONDED*** by Heather Urquhart, to approve the agenda as amended.

***CARRIED.***

**ITEM 2.0 MINUTES****ITEM 2.1 MINUTES OF THE APRIL 25<sup>TH</sup>, 2012 MEETING**

*MOVED* by Gordon Hewitt, *SECONDED* by Patrick McCaffrey to approve the April 25<sup>th</sup>, 2012 minutes as presented

*CARRIED.*

**ITEM 3.0 BUSINESS ARISING****3.1 127 CHARLOTTE STREET**

Chair, Leona Laracey requested an update from the meeting between the Fire Department, Building Inspection and Heritage staff that had been scheduled after the April 25<sup>th</sup> meeting, to discuss the development of protocol to handle. Jeff Gauley advised the Board that he was not involved in a meeting but would follow up to see if a meeting had taken place, if a protocol had been discussed and report back to the Board.

**ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS**

Meghan Wong, Project Manager with PCL Constructors Canada Inc. representing application 5.2 BMO/Commercial Properties Ltd., 2-10 King Street [2012-17A]

Derek Riedle joined the meeting at 6:00pm, representing application 5.3 Revolution Strategy/Derek Riedle, 86 Prince William Street [2012-39]

**ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**

Chair, Leona Laracey requested that items 5.2& 5.3 be moved to the beginning of the meeting to accommodate the applicants present.

**ITEM 5.2A APPLICATION TO AMEND HERITAGE PERMIT 2012-17A  
COMMERCIAL PROPERTIES LTD./BMO, 2-10 KING STREET**

Jeff Gauley advised the application is to amend a Heritage Permit [Certificate for Appropriateness] to install two fascia signs, to add to a projecting sign and to re-install two historic sign plaques. He recommended approval.

**ITEM 5.2B DRAFT CERTIFICATE OF APPROPRIATENESS 2012-17A  
COMMERCIAL PROPERTIES LTD./BMO, 2-10 KING STREET**

*Install* two fascia signs, consisting of 13” high [325mm] aluminum letters and 30” [750mm] diameter aluminum logos, painted in corporate colours (see attached image) and complete with integrated goose-neck lighting, to read:

“BANK OF MONTREAL”;

**Install** a new 33” wide [825mm] x 13” high [325mm] projecting signboard, complete raised moulded perimeter border and hand-painted letters/logo below the previously approved [2012-17] projecting sign, to read:

“BMO” [3”/75mm high, upper case, serif font]; and  
“ATM” [4”/100mm high, upper case, sans serif font];

**Prime** and paint all wood and metal components using a colour scheme, selected from an approved historic colour palette, in keeping with guidelines found in Practical Preservation Guidelines for *Paint & Colour*, or an approved selection of corporate colours (colours to be determined in consultation with heritage staff);

**Install** two historic bronze plaques signs in their original locations on the granite plinth bases at either side of the corner entry.

This work to be carried out under the following conditions:

1. The proposed work to be carried out using traditional detailing and materials as required under Section 8 of the Saint John Heritage Conservation Areas By-law;
2. The Buildings & Inspections Services Department be contacted for necessary permits; and
3. No work shall commence until expiry of a fifteen-day appeal period pursuant to Section 15(2) of the Act, and providing no appeal is filed with the Provincial Appeal Board on or before May 31, 2012.

Meghan Wong explained to the Board that the original application submitted by Commercial Properties had not received a full review and approval from BMO prior to being presented. She explained that BMO wished to blend their new modern logo with a historical building and traditional sign location.

The Board discussed the means of attaching the lower sign and suggested there might be the potential for a second keystone element to be incorporated as an attachment element. Jeff Gauley explained that the intricately carved keystone decoration on the upper sign was its most expensive feature and would not recommend adding another one. Some members of the Board suggested that the font for both words “BMO” and “ATM” should be consistent; however final consensus was that the corporate identity be accommodated. Ms. Wong agreed to update the Board at the next regular meeting in three weeks to provide the final details.

***Moved*** by Gordon Hewitt, ***Seconded*** by Alex Pesold, to install a new projecting signboard, complete raised moulded perimeter border and hand-painted letters/logo below the previously approved [2012-17] projecting sign, to read: “BMO” & “ATM”. *Contingent that the sign be in keeping with height regulations, that more `design` be incorporated into the attachment of the additional sign and the method of anchoring must include attachment with a non-ferrous anchoring.*

**CARRIED**

***MOVED** by Patrick McCaffrey, **SECONDED** by Heather Urquhart, to install two historic bronze plaques signs in their original locations on the granite plinth bases at either side of the corner entry, using brass fasteners.*

**CARRIED**

The Board held a lengthy discussion concerning the proposed fascia sign and track lighting. Ms. Wong explained that BMO chose to use the track lighting to avoid placing holes in the façade; she added that the track lighting will be fastened to the support for the fascia signage. Board members noted that the track lighting would detract from the decorative cornice of the building. Chair, Leona Laracey explained to the Board that track lighting fixtures have never been approved in the Heritage Conservation Area and that gooseneck lighting is the appropriate traditional form of lighting. Ms. Wong agreed to add traditional gooseneck lighting to the application in place of the track lighting. Members raised concerns that the relative position of the fascia sign would cover the cornice and that with individually cut out letters, instead of the signboard, a roosting potential for pigeons would be provided.

***MOVED** by Elizabeth McGahan, **SECONDED** by Colin Waldschutz, to deny the installation of two fascia signs, consisting of 13” high [325mm] aluminum letters and 30” [750mm] diameter aluminum logos, painted in corporate colours and complete with integrated goose-neck track lighting, to read: “BANK OF MONTREAL” and amend the originally approved fascia signboard to include traditional gooseneck lighting.*

***Motion withdrawn to allow for further discussion.***

Richard Gradon proposed that the vertical lighting supports be eliminated to allow for the lettering to be moved up above the cornice and that the gooseneck lighting be installed from the top of the cornice to avoid clutter on the façade. He noted that the proposed floating lettering does not cover up the building as the original signboard would.

***Moved** by Richard Gradon, **Seconded** by Heather Urquhart, to install two fascia signs, consisting of 13” high [325mm] aluminum letters and 30” [750mm] diameter aluminum logos, painted in corporate colours and complete with goose-neck lighting, to read: “BANK OF MONTREAL” and eliminate the vertical brackets for the track lighting support which would allow for the lettering to be moved up and install gooseneck lighting on the top of the cornice, concealing the electrical conduit from view.*

Elizabeth McGahan expressed her views that the originally proposed traditional wooden fascia signboard is in keeping with traditional 19<sup>th</sup> century design and that the floating lettering is more modern. The Board reviewed the *Practical Conservation Guidelines* for Signs and determined that the proposed sign meets the guidelines.

**CARRIED**

**“NAY” EM, CW & LL**

**ITEM 5.2C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 2012-17A**  
**COMMERCIAL PROPERTIES LTD./BMO, 2-10 KING STREET**

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Jeff Gauley advised that the application is for a Heritage Rehabilitation Grant to install a projecting signboard and re-install two historic bronze plaques. There is a Conservation

Plan [2005] in place for the building. He recommended tabling the grant until the 2012 Heritage Grants program funding policy has been established.

***MOVED*** by Richard Gradon, ***SECONDED*** by Heather Urquhart, to table a Heritage Rehabilitation Grant of 20% of costs up to \$1,000 for installation of signage, ***until the 2012 Heritage Grant program funding policies have been established.***

***CARRIED***

**ITEM 5.3A APPLICATION FOR A HERITAGE PERMIT 2012-39**  
**DEREK RIEDLE / REVOLUTION STRATEGY, 86 PRINCE WILLIAM STREET**

Jeff Gauley advised the application is for a Heritage Permit [Certificate for Appropriateness] to install a new metal-clad wood window in an existing loading door opening at the east (rear) façade of the building and to paint the storefront. He recommended:

- 1 Deny the application to install a metal-clad wood window in an existing loading door opening at the east (rear) façade of the building and;

If the Board approves recommendation 1 above, the applicant has the opportunity to appeal the decision. However, in order to provide direction to the applicant and allow work to proceed in a timely manner, it is recommended that the Board approve the following recommendation;

- 2 Approve a Heritage Permit [Certificate for Appropriateness] to install a new wood window in an existing loading door opening at the east (rear) façade of the building and to paint the storefront.

**ITEM 5.3B DRAFT CERTIFICATE OF APPROPRIATENESS 2012-39**  
**DEREK RIEDLE / REVOLUTION STRATEGY, 86 PRINCE WILLIAM STREET**

***Install*** one (1) mullied triplet of double-hung wood windows on the fourth floor of the west (rear) facade of the building, complete with new jambs, sills and brick moulding, to match the existing windows;

***Remove*** loose and deteriorated paint from existing storefront-associated wood or metal 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 wood or metal components, with new wood or metal components, matching the profiles and detailing of the original components;

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

***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 and metal components using an approved 3-colour scheme in keeping with guidelines found in Practical Conservation Guidelines for Paint & Colour;

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 Development Officer;
2. The Buildings & Inspection Services Department be contacted for necessary permits;
3. No work shall commence until the expiry of a fifteen-day appeal period pursuant to Section 15(2) of the Act, and providing no appeal is filed with the Provincial Appeal Board on or before May 31, 2012;

Derek Reidle explained that the proposed metal clad window would be installed in the rear of the 4<sup>th</sup> floor and the difference between metal and wood would not be noticeable. Mr. Reidle expressed that metal clad windows make more sense from an investment perspective and would allow him to focus his resources more effectively on other parts of the building. Mr. Reidle explained that he intends to have a Conservation Plan prepared for the building.

Richard Gradon questioned if the applicant had considered changing the configuration of the window opening as it would be more appropriate to raise the sill line and it would be more in keeping with the second floor. Mr. Reidle explained that the window would provide much needed light to a dark apartment and that such other alternatives have already been considered. Mr Gradon cautioned that there may be building code requirements relating to minimum sill heights of which Mr. Reidle should be aware. The Board decided to separate the application into two components and reviewed the application for storefront painting first.

**MOVED** by Alex Pesold, **SECONDED** by Colin Waldschutz, to prime and paint all wood and metal components using an approved 3-colour scheme in keeping with guidelines found in Practical Conservation Guidelines for Paint & Colour;

**CARRIED**

**MOVED** by Colin Waldschutz, **SECONDED** by Gordon Hewitt, to deny the installation of a metal-clad wood window and approve a Heritage Permit [Certificate for Appropriateness] to install a new wood window in an existing loading door opening at the east (rear) façade of the building.

Mr. Reidle advised the Board that he was aware of the Board's approval of metal-clad windows at the Ordnance Building and suggested that his application was no different. Colin Waldschutz explained that the application for a metal clad window at the Ordnance Building was one of situation and not of precedence. He added that the approval was not precedent setting as it was made based on the building proximity to the ocean which it endures regular exposure to harsh weather conditions. Board members noted that there are higher quality wood windows that can offer value for investment and if maintained properly will stand up to weather exposure at the rear of 86 Prince William Street. Mr.

Reidle explained that he would not intentionally lower the property value of his building or surrounding buildings in anyway.

Patrick McCaffrey noted that the material of the window would not be visible from the street. Colin Waldschutz replied that by adhering to the standards and guidelines the City of Saint John can boast true heritage value and not just give the appearance of it.

Richard Gradon advised Mr. Reidle that his application was not being approved from a building code perspective, as he shared his concerns that it may not be in compliance. Mr. Gradon suggested that the applicant consider changing the windows to a 2/2 design as opposed to the 3/3 style as it would more in keeping with the traditional design. Mr. Reidle agreed and an amendment to the motion was approved.

The majority of Board members agreed that without exceptional circumstances the installation of metal clad windows could not be approved as it would set precedent. Board members discussed the need to review the standards and guidelines pertaining to windows to better address these types of applications. Mr. Reidle felt that the approval related to the Ordnance Building was precedent setting and commented that his building is close to the waterfront and endures harsh weather conditions as well.

***CARRIED***  
***“NAY” PM & AP***

Mr. Reidle expressed his disappointment and said that he was discouraged. Patrick McCaffrey noted that the standards and guidelines pertaining to windows be included for discussion under Other Business Item 7.1 Board Initiatives.

**ITEM 5.3C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 2012-39**  
**DEREK RIEDLE / REVOLUTION STRATEGY, 86 PRINCE WILLIAM STREET**

Jeff Gauley advised that the application is for a Heritage Rehabilitation Grant to install a new wood [not metal-clad] window in an existing loading door opening at the east (rear) façade of the building and to paint the storefront. No Conservation Plan has been prepared for the building, located in the Trinity Royal Heritage Conservation Area. He recommended tabling the grant until the 2012 Heritage Grants program funding policy has been established.

***MOVED*** by Richard Gradon, ***SECONDED*** by Heather Urquhart, to table a Heritage Rehabilitation Grant of 20% of costs for a new window and storefront painting, up to a maximum of \$1,000.00, ***until the 2012 Heritage Grants program funding policies have been established.***

***CARRIED***

**ITEM 5.1A      APPLICATION FOR HERITAGE PERMIT 12-13A**  
**CHRISTOPHER WALDSCHUTZ, 213 GERMAIN STREET**

Jeff Gauley advised the application is for installation of brick pavers in a herring bone pattern, in the former carriage access area to the east of the adjacent building at 42 Duke Street and to the west of the garage for the neighbouring building at 211 Germain Street. He recommended approval.

**ITEM 5.1B      DRAFT CERTIFICATE OF APPROPRIATENESS 12-13A**  
**CHRISTOPHER WALDSCHUTZ, 213 GERMAIN STREET**

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*MOVED* by Alex Pesold, *SECONDED* by Patrick McCaffrey to approve the following:

*Install* brick pavers in a herring bone pattern in the carriage access area to the east of the building at 42 Duke Street and to the west of the garage of the neighbouring building at 211 Germain Street.

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 Development Officer;
2. The Buildings & Inspection Services Department be contacted for necessary permits;
3. No work shall commence until the expiry of a fifteen-day appeal period pursuant to Section 15(2) of the Act, and providing no appeal is filed with the Provincial Appeal Board on or before May 31, 2012.

*CARRIED.*

**ITEM 5.1C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 12-13A**  
**CHRISTOPHER WALDSCHUTZ, 213 GERMAIN STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant install brick pavers. A Conservation Plan has not been prepared for this building which is located in the Trinity Royal Heritage Conservation Area. He recommended tabling the grant until the 2012 Heritage Grants program funding policy has been established.

*MOVED* by Heather Urquhart, *SECONDED* by Richard Gradon, *table a Heritage Rehabilitation Grant of 20% of costs up to a maximum of \$1,000.00 for the combined work on front entry stairs and brick pavers in the former carriage access, until the 2012 Heritage Grants program funding policies have been established.*

*CARRIED.*

**ITEM 5.4A      APPLICATION FOR A HERITAGE PERMIT 2012-40**  
**GATEWAY PROPERTY MANAGEMENT, 88 ORANGE STREET**

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Item withdrawn.

**ITEM 5.4B      DRAFT CERTIFICATE OF APPROPRIATENESS 2012-40**  
**GATEWAY PROPERTY MANAGEMENT, 88 ORANGE STREET**

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Item withdrawn.

**ITEM 5.4C APPLICATION FOR A HERITAGE REHABILITATION GRANT 2012-40**  
**GATEWAY PROPERTY MANAGEMENT, 88 ORANGE STREET**

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Item withdrawn.

(Richard Gradon & Heather Urquhart declared a conflict for items 5.5 & 5.6.)

**ITEM 5.5A APPLICATION FOR CONSERVATION PLAN GRANT 2012-41**  
**CAROLYN LAWTON, 266 LANCASTER AVENUE**

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Jeff Gauley advised the application is for a Heritage Conservation Plan Grant. He recommended approval. The 3-storey wood residential building is located in the Lancaster Avenue Heritage Conservation Area. He recommended tabling the grant until the 2012 Heritage Grants program funding policy has been established.

*MOVED by Colin Waldschutz, SECONDED by Alex Pesold, table a Heritage Conservation Plan Grant of 50% of costs, up to \$1,500.00, to have a Conservation Plan prepared, until the 2012 Heritage Grants program funding policies have been established.*

*CARRIED.*

**ITEM 5.6A APPLICATION FOR HERITAGE PERMIT 12-41A**  
**CAROLYN LAWTON, 266 LANCASTER AVENUE**

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Jeff Gauley advised the application to repair/replace woodwork and windows and to paint. He recommended approval.

**ITEM 5.6B DRAFT CERTIFICATE OF APPROPRIATENESS 12-41A**  
**CAROLYN LAWTON, 266 LANCASTER AVENUE**

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*MOVED by Alex Pesold, SECONDED by Colin Waldschutz 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;

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

**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 an approved colour scheme, in keeping with guidelines found in Practical Conservation Guidelines for *Paint & Colour*.

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 Development Officer;
2. The Buildings & Inspection Services Department be contacted for necessary permits;
3. No work shall commence until the expiry of a fifteen-day appeal period pursuant to Section 15(2) of the Act, and providing no appeal is filed with the Provincial Appeal Board on or before May 31, 2012;

**CARRIED.**

**ITEM 5.6C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 12-41A**  
**CAROLYN LAWTON, 266 LANCASTER AVENUE**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant install brick pavers. A Conservation Plan has not been prepared for this building which is located in the Trinity Royal Heritage Conservation Area. He recommended tabling the grant until the 2012 Heritage Grants program funding policy has been established.

***MOVED** by Alex Pesold, **SECONDED** by Colin Waldschutz, table a Heritage Rehabilitation Grant of 40% of costs for repairs to original windows and 20% of costs for wood repairs/replacement and painting, up to a maximum of \$5,000.00, **until the 2012 Heritage Grants program funding policies have been established.***

**CARRIED.**

**(Richard Gradon & Heather Urquhart re-joined the meeting.)**

**ITEM 5.7C      APPLICATION FOR A HERITAGE CONSERVATION GRANT 12-42**  
**RICHARD & CO PROPERTIES, 97 PRINCE WILLIAM STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to replace an existing storefront window with a new entrance door and sidelights and to paint the existing storefront. A Conservation Plan [2011] has been prepared for the building, located in the Trinity Royal Heritage Conservation Area. He recommended tabling the grant until the 2012 Heritage Grants program funding policy has been established.

***MOVED** by Heather Urquhart, **SECONDED** by Colin Waldschutz, table a Heritage Rehabilitation Grant of 20% of costs, up to \$4,500.00, **until the 2012 Heritage Grants program funding policies have been established.***

**CARRIED.**

**(Richard Gradon declared a conflict of interest for item 5.8)**

**ITEM 5.8A APPLICATION FOR HERITAGE PERMIT 12-43**  
**GREG COOK & LESLIE JEFFREY, 156 SYDNEY STREET**

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Jeff Gauley advised the application to repair/paint windows, doors, trim woodwork and roof edge flashing, install three (3) new wood storm windows, remove paint from foundation brickwork, infill three (3) basement window/door openings with recessed brickwork and repair a downspout. He recommended approval.

**ITEM 5.8B DRAFT CERTIFICATE OF APPROPRIATENESS 12-43**  
**GREG COOK & LESLIE JEFFREY, 156 SYDNEY STREET**

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*MOVED by Alex Pesold, SECONDED by Gord Hewitt to approve the following:*

**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].

**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 3-4 inches [75-100mm] 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.**

**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 Development Officer;
2. The Buildings & Inspection Services Department will be contacted for necessary permits;
3. No work shall commence until the expiry of a fifteen-day appeal period pursuant to Section 15(2) of the Act, and providing no appeal is filed with the Provincial Appeal Board on or before May 31, 2012;
4. No work shall commence until a start-up meeting has been held on site with Heritage staff to review procedures;
5. A test area will be prepared for review by Heritage staff following the start-up meeting and before commencement of the work.

**CARRIED.**

**ITEM 5.8C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 12-43  
GREG COOK & LESLIE JEFFREY, 156 SYDNEY STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to repair/paint windows, doors, trim woodwork and roof edge flashing, install three (3) new wood storm windows, remove paint from foundation brickwork, infill three (3) basement window/door openings with recessed brickwork and repair a downspout A Conservation Plan [2011] is in place for the building, located in the Trinity Royal Heritage Conservation Area. He recommended tabling the grant until the 2012 Heritage Grants program funding policy has been established.

***MOVED by Heather Urquhart, SECONDED by Alex Pesold, table a Heritage Rehabilitation Grant of 40% of costs for brick repairs/repointing and repairs to original windows/doors and 20% of costs for repairs and painting of the windows, doors and trim woodwork, up to a maximum of \$5,000.00, until the 2012 Heritage Grants program funding policies have been established.***

**CARRIED.**

**(Richard Gradon re-joined the meeting.)**

**ITEM 5.9A      APPLICATION FOR CONSERVATION PLAN GRANT 2012-44**  
**DEREK BILLINGSLEY, 87-91 GERMAIN STREET**

Jeff Gauley advised the application is for a Heritage Conservation Plan Grant. He recommended approval. The 3-storey brick commercial building is located in the Trinity Royal Heritage Conservation Area. He recommended tabling the grant until the 2012 Heritage Grants program funding policy has been established.

*MOVED by Heather Urquhart, SECONDED by Richard Gradon, table a Heritage Conservation Plan Grant of 50% of costs, up to \$1,500.00, to have a Conservation Plan prepared, until the 2012 Heritage Grants program funding policies have been established.*

**CARRIED.**

**ITEM 6.0      REPORTS**

There were no reports.

**ITEM 7.0      OTHER BUSINESS**

**ITEM 7.1      BOARD INITIATIVES**

Colin Waldschutz presented a summary of initiatives developed from a brainstorming session Board members had held. The Board discussed the tasks which included education through heritage awareness initiatives, developing a presentation for the real estate board and schools, creating more of an online presence and other ideas such as creating walking and bus tours.

Board members also discussed that the list should be further condensed and prioritized. Mr. Waldschutz agreed and explained that he would revise the list but in the meantime he requested that members contact him on items they are interested in working on before the next regular meeting.

**ITEM 8.0      NEXT MEETING**

The next regular Board meeting is scheduled for June 6<sup>th</sup>, 2012.

**ITEM 9.0      ADJOURNMENT**

There being no further business, the meeting adjourned 8:30 p.m.

\_\_\_\_\_  
Jeff Gauley,  
Heritage Officer

\_\_\_\_\_  
Ken Forrest,  
Commissioner

JG: JF