



**SAINT JOHN
HERITAGE
DEVELOPMENT
BOARD**

AGENDA

OCTOBER 16TH, 2013

**CONSEIL
D'AMÉNAGEMENT
DU PATRIMOINE
DE SAINT JOHN**

ORDRE DU JOUR

LE 16 OCTOBRE, 2013



**The City of Saint John
Heritage Development Board**

AGENDA

**Wednesday October 16th, 2013
Le 16 octobre 2013**

**5:30 P.M. - 10th floor Board Room
à 5 h 30 dans la salle de conférence, au 10^e étage**

- 1.0 Approval of Agenda/Adoption de l'ordre du jour
- 2.0 Approval of Minutes/Approbation du procès-verbal de la dernière réunion
 - 2.1 October 2nd, 2013 Meeting Minutes
- 3.0 Business Arising/Revue de la dernière réunion
 - 3.1 Update on 2013 Heritage Grants
- 4.0 Introduction of Applicants/Guests/Présentation des requérants et des invités
- 5.0 Applications for Certificates of Appropriateness and Grants/
Demandes relatives à des certificats de pertinence de à des subventions
 - 5.1 No.2 Engine House, 24 Sydney Street 13-59
 - a) Application for Heritage Conservation Plan Grant
 - 5.2 Jim Bezanson, 114-116 Wentworth Street 13-60 (13-09&13-13)
 - a) Application for Certificate of Appropriateness
 - b) Draft Certificate of Appropriateness
 - c) Application for Heritage Conservation Grant
- 6.0 Reports/ Rapports
- 7.0 Other Business/Autre affaires
- 8.0 Next Meeting/Prochaine reunion
- 9.0 Adjournment/Clôture de la réunion



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

WEDNESDAY OCTOBER 2, 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
 Patrick McCaffrey, 2nd Vice Chair
 Councillor Donna Reardon
 Scott Rinehart
 Bob Boyce
 Elizabeth McGahan
 Colin Waldschutz
 Alex Pesold

Jill Good, Recording Secretary
Alice Fudge, Heritage Analyst

REGRETS: Amy Poffenroth, Deputy Commissioner
 Jim Bezanson, Secretary/Heritage Development Officer

ITEM 1.0 AGENDA

MOVED by Donna Reardon, SECONDED by Gord Hewitt to approve the agenda as presented.

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE SEPTEMBER 4, 2013 MEETING

MOVED by Patrick McCaffrey, SECONDED by Donna Reardon to approve the September 4, 2013 minutes as amended.

CARRIED.

ITEM 2.2 MINUTES OF THE SEPTEMBER 18, 2013 MEETING

MOVED by Elizabeth McGahan, SECONDED by Colin Waldschutz to approve the September 18, 2013 minutes as amended.

CARRIED.

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

Peter Asimakos, General Manager of Uptown Saint John to provide the Board with a presentation "*The Economics of Saint John's Built Heritage*".

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.1A APPLICATION FOR HERITAGE CONSERVATION GRANT RENEWAL 2013-57
DEREK BILLINGSLEY, 87-91 GERMAIN STREET**

Alice Fudge, Heritage Officer advised that the application is for a renewal of a Heritage Conservation Grant to repair and repoint brick on street facade, as well as to the metal flashings at 87-91 Germain Street. She recommended approval.

MOVED by Councillor Donna Reardon, SECONDED by Elizabeth McGahan to approve the Renewal of a Heritage Conservation Grant of a funding ratio of 25% up to a maximum of \$5,000.00 for the repair and repoint of brick as well as a funding ratio of up to 15% for metal flashing on the street facade.

CARRIED.

ITEM 6.0 REPORTS**6.1 PRESENTATION FROM UPTOWN SAINT JOHN**

Peter Asimakos, General Manager for Uptown Saint John provided the Board with a PowerPoint presentation entitled "*Valuing Our Heritage: An Economic Assessment & Action Plan for Saint John's Built Heritage*".

The presentation focused on demonstrating the value of Saint John's built Heritage and demonstrating the gaps in program and policy while striving for new and innovative strategies to improve Saint John's Heritage neighbourhoods. He explained the benefits and requirements for the Provincial Abatement program and Uptown Saint John's facade program as well.

Mr. Asimakos requested the Heritage Development Board's written support for Uptown Saint John's initiatives as they plan to submit a report to Common Council at the end of October requesting that various incentive programs be brought back. The Board agreed and Chair, Leona Laracey indicated that she would draft a letter of support to Uptown Saint John.

Mr. Asimakos provided the Board with a draft of the proposed directory signage to be used by Uptown Saint John. The Board provided their feedback but were overall pleased with the drafts presented.

ITEM 7.0 OTHER BUSINESS

No other business.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held October 16, 2013 at 5:30 p.m.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 6:52 p.m.

A handwritten signature in blue ink, appearing to read "Amy Poffenroth", with the word "for:" written below it.

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

3.1

YEAR	2006	2007	2008	2009	2010	2011	2012	2013
# Buildings in HCA's	660	660	765	771	771	771	771	769 (12-14 Bentley & 183 Duke StW)
# Applications (C of A's & Grants)	70	103	133	119	107	109	83	69*
\$ Funding Budgeted	\$100,000 [50k + 50k]	\$200,000 [150k + 50k]	\$400,000 [200k + 200k]	\$300,000	\$200,000	\$200,000	\$90,000	\$90,000
\$ Paid Out	\$54,400	\$182,000	\$260,000	\$219,000	\$200,900	\$201,000	\$51,500	\$65,257.69*
Major Grants	10 @ max \$5,000	21 @ max \$10,000	29 @ max 10,000	14 @ max \$10,000	16 @ max \$5-10,000	18 @ max \$5-10,000	19 Conservation Grants @ up to \$5,000 max	22 Conservation Grants @ up to \$5,000 max
							7 Maintenance Grants @ up to \$500.00 max	13 Maintenance Grants @ up to \$500.00 max
							1 Conservation Plan Grant @ up to \$1,000	3 Conservation Plan Grant @ up to \$1,000

*=to date (Oct 11, 2013)



The City of Saint John

Supplementary Information for Consideration of a Conservation Plan Grant

Date: October 11th, 2013
To: Heritage Development Board
From: Alice Fudge, Heritage Analyst

Application Number: [13-59] 24 Sydney Street – Engine House No.2

Name: Wayne Connell

Mailing Address: 91 Scotiaview Drive, Saint John, NB

Postal Code: E2M 4E9

Description of Work: Completion of a Conservation Plan.

Project Estimate: \$1,500 plus HST

Heritage Area: Trinity Royal

Conservation Plan: Yes No

Grant Type: Conservation Plan Grant

Applicable Funding Ratio: 50% up to a max. \$1,000.00

Eligible Grant Funding Amount: \$750.00

Example of Motion:

Approve a Conservation Plan Grant for 50% up to \$1,000.00 based on project estimates, for the Conservation Plan for the property at 24 Sydney Street.



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The City of Saint John

**APPLICATION FOR A HERITAGE PERMIT
[CERTIFICATE OF APPROPRIATENESS]
2013-60**

**JIM BEZANSON
114-116 WENTWORTH STREET
(PID 0001065)**

Date: October 11th, 2013

To: Heritage Development Board

From: Growth and Development Services Department

Prepared by: Alice C. Fudge
Heritage Analyst

Approved by: Amy Poffenroth, P.Eng, MBA
Deputy Commissioner

SUBJECT

Application for a Heritage Permit [Certificate for Appropriateness] for the installation of one casement wood window and the installation of a glazed entry door in the place of an existing window, both at the east façade (rear) of the building.

BACKGROUND

A Conservation Plan [2011] has been prepared for this 3-storey brick duplex building, located in the Orange Street Heritage Conservation Area.

This application relates to the ongoing rehabilitation of the building. Significant technical/structural work was required to meet Minimum Property Standards By-Law requirements for the residential



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units. Maintenance work continues on this property, which includes this current proposal for window replacement and installation of a door, both necessary for exiting requirements.

These items will be consolidated with the previously approved work for this property on Certificate of Appropriateness [13-09] and [13-13].

ANALYSIS

This is a Rehabilitation project; standards (I) through (XII) of Section 8 of *Saint John Heritage Conservation Areas By-law* apply. Ongoing repairs/upgrading/replacement, such as the work on the fire escape stairs, is acceptable on a rehabilitation project where a building's components are adapted to meet life safety requirements. Guidance is provided in *Guideline 4.3.5.23* of the *Standards and Guidelines for the Conservation of Historic Places in Canada* which recommends **working with code specialists to determine the most appropriate solution to health, safety and security requirements with the least impact on the character-defining elements and overall heritage value of the historic building.**

A new casement wood window with stainless steel hinges will be installed on the east façade of the building (rear) for exits on the second level rental unit (#2-116 Wentworth) [please see attached drawings]. The existing windows could be salvaged, but do not provide the size and configuration required by Codes to access a required second exit.

Both new window and door shall be painted with approved Heritage colors: HC-133 Yorktowne Green for accent/trim; HC-136 Waterbury Green for frames, window and door.

A new wood exterior door with a large glazing will be installed in the opening of an existing sliding window at the ground level of the east façade, to allow access to basement rental units [please see attached drawings]. The existing opening is to be adjusted to fit the new door; anticipated brick work.

The proposed work meets the intent of the *Saint John Heritage Conservation Areas By-law* and the *Standards for Conservation of Existing Buildings*, specifically those Standards relating to maintenance/repair of a structure's character-defining elements and as expressed in the Practical Conservation Guidelines for Windows, Doors and Paint & Colour.

RECOMMENDATION

Approve a Heritage Permit [Certificate of Appropriateness] for the installation of one casement wood window and the installation of a glazed entry door in the place of an existing window, both at the east façade (rear) of the building.

Certificate of Appropriateness

City of Saint John

No. 13-60



Saint John Heritage Development Board
Growth and Development Services
10th Floor, City Hall
Saint John, NB
E2L 4L1

This Certificate of Appropriateness is issued by authority of the *Heritage Conservation Act* ("Act") and the Saint John Heritage Conservation Areas By-Law to carry out the following work:

**HERITAGE
PLANNING**

**Growth & Development
Services**

JIM BEZANSON
114-116 WENTWORTH STREET
PID (0001065)

Install new wood casement window with stainless steel hinges at second level, east facade (rear);

Install new wood door at ground level, east facade (rear), which includes masonry and opening modification; assure surrounding masonry is not damaged during this process; keep salvageable bricks for future repairs;

As per previously approved Certificate of Appropriateness [13-09] & [13-13]
All previously approved Certificates are now closed, Oct 2013:

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;

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 new wood window at second level, east facade,

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)
- 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 October 31st, 2013.

Heritage Officer

Date



Supplementary Information for Consideration of a Heritage Conservation Grant

Date: October 11th, 2013
To: Heritage Development Board
From: Alice Fudge, Heritage Analyst

Application Number: 13-60 114-116 Wentworth Street

Name: Jim Bezanson

Mailing Address: 116 Wentworth Street, Saint John NB

Postal Code: E2L 2S4

Description of Work: For the installation of one casement wood window and the installation of a glazed entry door in the place of an existing window, both at the east façade (rear) of the building.

Project Estimate: \$1,500 plus HST [for door and window]

Heritage Area: Orange Street Conservation Area

Conservation Plan: Yes No

Grant Type: Conservation Grant

Applicable Funding Ratio: 15%

Eligible Grant Funding Amount: \$225.00

*Please note that the maximum amount of grant funding per property is \$5,000.

***As per previously approved Certificate of Appropriateness [13-09] & [13-13]**

***All previously approved Certificates are now closed, Oct 2013:**

New Grant application 2013 (CoA 13-13)

- A. Slate shingles, and copper cornice work at 3rd level of front façade:
Project estimated: \$15,000.00 (25% funding ratio) = **\$3,750.00**



B. Window replacement at basement level (3 **new** windows to be installed) front façade of 116 Wentworth St:

Projected estimate: \$3,500.00: (15% funding ratio) = **\$525.00**

C. Window installation at second level (**new** window to be installed) at rear of 116 Wentworth St:

Projected estimate: \$1,000.00: (15% funding ratio) = **\$150.00**

Total projected estimate of new work: \$19,500.00

Grant Renewal 2013 (CoAs 11-27A, 10-47, 10-27A, 08-33)

A. Brick masonry repointing, front façade

Projected estimate: \$5,000.00: (25% funding ratio) = **\$1,250.00**

B. Repair weather strip, etc., on all original windows front façade

Projected estimate: \$4,000.00: (25% funding ratio) = **\$1,000.00**

C. Paint all windows front facade

Projected estimate: \$1,500.00: (15% funding ratio) = **\$225.00**

Total projected estimate of previously approved work C of A: \$10,500.00

As approved by Common Council on August 27th, 2013 under the Policies for Approval: Grants for Heritage Conservation Program new infill construction projects will no longer be eligible for funding for grants under the *Grants for Heritage Conservation Program*.

D. Install new garage doors rear of 116 Wentworth Street

Project estimate: \$4,000: (0% funding ratio)

E. Paint new garage doors rear of 116 Wentworth Street

Projected estimate: \$500.00: (0% funding ratio)

F. Install new two doors in new addition (rear of 116 Wentworth Street)

Projected estimate: \$1,500.00: (0% funding ratio)

G. Fabricate, paint, & install cornice and brackets on new addition (rear 116 Wentworth Street)

Projected estimate: \$2,000.00: (0% funding ratio)

H. Construct Deck at first floor adjacent to new addition

Projected estimate: \$1,500: (0% funding ratio)

Total Project Estimate: \$31,500 plus HST

Heritage Area: Orange Street

Conservation Plan: Yes No

Grant Type: Conservation Development Grant

Eligible Grant Funding Amount: \$5,000

*Please note that the maximum amount of grant funding per property is \$5,000.

BACKGROUND

On June 25, 2008, the Board approved Heritage Conservation Grant 08-33 to construct an addition at the rear of the building; however, the work did not proceed.

On June 23, 2010, the Board approved Heritage Conservation Grant 10-48 to complete construction of the addition at the rear of the building. The work was started in 2010 and is ongoing.

On April 20th 2011, the Board approved a Heritage Rehabilitation Grant 11-27A to complete construction of the addition at the rear of the building and to repoint masonry.

In April 2013, the Board approved a Heritage Conservation Grant for the work on CoAs [13-09] and [13-13]. The work on these two certificates has been consolidated into one plus the new work of this grant application, [13-60].

Example of Motion:

Approve a Heritage Conservation Grant for up to a maximum of \$5,000.00 based on the work outlined in Certificate of Appropriateness [13-60] for 114-116 Wentworth Street.