



**SAINT JOHN
HERITAGE
DEVELOPMENT
BOARD**

AGENDA

OCTOBER 2ND, 2013

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

ORDRE DU JOUR

LE 2 OCTOBRE, 2013



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

AGENDA

**Wednesday October 2nd, 2013
Le 2 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 September 18th, 2013 Meeting Minutes
 - 2.2 September 4th, 2013 Meeting Minutes Amendment
 - 3.0 Business Arising/Revue de la dernière réunion
 - 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 Derek Billingsley, 87-91 Germain Street, 12-44A
 - a) Application for Heriage Conservation Grant
- Reports/ Rapports
- 6.0 Other Business/Autre affaires
 - 6.1 Presentation from Uptown Saint John, Peter Asimakos:
"Heritage Economics for Saint John's Built Heritage"
 - 7.0 Next Meeting/Prochaine reunion
 - 9.0 Adjournment/Clôture de la réunion



**HERITAGE DEVELOPMENT BOARD
OF
THE CITY OF SAINT JOHN
WEDNESDAY SEPTEMBER 18, 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
Councillor Donna Reardon
Scott Rinehart
Bob Boyce
Elizabeth McGahan
Colin Waldschutz
Alex Pesold

Lynda Lockhart, Recording Secretary
Alice Fudge, Heritage Analyst
Amy Poffenroth, Deputy Commissioner

REGRETS:

Jim Bezanson, Secretary/Heritage Development Officer
Patrick McCaffrey, 2nd Vice Chair

ITEM 1.0 AGENDA

The following items were added to the agenda:

- Item 7.1 New Infill Requirements
- Item 7.2 Changes to Board Member's terms in response to Council's request
- Item 7.3 Application and Grant Status

***MOVED** by Elizabeth McGahan, **SECONDED** by Scott Rinehart to approve the agenda as amended.*

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE SEPTEMBER 4, 2013 MEETING

***MOVED** by Colin Waldschutz, **SECONDED** by Gordon Hewitt to approve the September 4, 2013 minutes as amended.*

CARRIED.

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

Wayne Connell and Shane O'Brien were present representing 122-124 Prince William Street. Mr. Connell indicated upon their retirement from Saint John Firefighters, Mr. O'Brien, Paul McDaid and himself were asked to be stewards of the Engine House No. 2.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2013-57
24 SYDNEY STREET, ENGINE HOUSE NO. 2**

The Heritage Officer advised she had recently received a Conservation Plan for the building and that the applicants are taking immediate action on some of the recommended maintenance items from the Plan. The Heritage Officer advised that the application is for a Certificate of Appropriateness Heritage Permit for the replacement of five new vinyl windows on the north wall, the removal of existing wood stairs and door, adjustment of the exterior door at ground level, and to repair/repare the entire north wall. The applicants are seeking Board approval to use energy efficient vinyl windows due to the high heating costs of the building. The windows will be tinted forest green which will also aid in reducing their maintenance costs.

The Heritage Officer referred to the *Standards and Guidelines for the Conservation of Historic Places in Canada* section as it pertains to designing and installing new windows and interpreted the original elements/materials of this façade (concrete block construction, masonry, parging, steel doors and wood windows) would not be considered imperative character defining elements which contribute to the heritage value of this historic place. The guidelines recommend approval of "replacing in kind irreparable windows ...based on physical and documentary evidence. If using the same materials and design details are not technically or economically feasible, then compatible substitute materials or details may be considered". The Heritage Officer indicated that although the building was originally equipped with wood framed windows circa 1940's, a modern upgraded window system would serve the building more than re-created wood windows in terms of economics, maintenance and energy performance.

Mr. Connell indicated they have been working with staff for some time and they agree with the recommendations as contained in the report. They feel the windows will greatly reduce their heating costs. He responded to questions from the Board with respect to the size of the window openings, which will remain the same. It is also their intent to parge over two lower windows which are currently blocked, as well as repair a wood window next to the rear door and to install eaves trough as recommended in the Conservation Plan. Mr. Connell further indicated they fully intend to preserve the front façade with original materials and detailing.

Bob Boyce suggested amending the Certificate of Appropriates to include parging the two boarded up windows and repairs to the wood window on the lower level and install eaves trough.

Following consideration of the report, the presentations, and discussions and whereas there was some question if north façade of the building was included in the designated heritage area, it did front on a street and the Board was comfortable approving the recommendation as amended.

ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-57
24 SYDNEY STREET, ENGINE HOUSE NO. 2

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

Remove five original wood windows on north facade;

Install five new green vinyl windows (four 92” high by 51” wide and one 51” high by 51” wide) in the original window openings;

Remove wood exit stairs from wall;

Remove door and fill in opening with concrete block;

Adjust height of door at ground level; fill in opening as needed with concrete block;

Remove any existing stucco finish to expose the underlying concrete block, by using the gentlest means possible, such as a sharp broad-edged painter’s knife or wood chisel, in order to avoid any further damage;

Repair the existing window sash, replacing any damaged wood components, replacing any damaged or missing glazing and reputtying/re-caulking, as necessary for two existing wood windows at ground level;

Install new eaves trough at roof edge;

Repair and reparge masonry on the entire north facade.

***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 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 3, 2013.

CARRIED. "NAY" Colin Waldschutz

**ITEM 5.1C APPLICATION FOR A HERITAGE REHABILITATION GRANT 2013-57
24 SYDNEY STREET, ENGINE HOUSE NO. 2**

The Heritage Officer advised the application is for a Heritage Rehabilitation Grant to install five new windows on the north wall, the removal of existing wood stairs and door, adjustment of the exterior doors at ground level, install eaves trough, repair existing wood windows on the lower level and repair/repare masonry of the entire north wall. The Heritage Officer indicated while the component to install vinyl windows will not be eligible for funding, the parging work alone is estimated at \$15,000.

The Board communicated to the applicant that the masonry quote seemed high.

MOVED by Councillor Donna Reardon, SECONDED by Elizabeth McGahan to approve a Heritage Construction Grant of a funding ratio of 25% up to a maximum of \$5,000.00 for the masonry reparging of the entire north wall of 24 Sydney Street.

CARRIED.

The Heritage Officer reported that having received the Conservation Plan, the applicant will now be eligible for a Heritage Conservation Plan Grant and will present same for the Board's consideration at a future meeting.

ITEM 6.0 REPORTS

There were no reports.

ITEM 7.0 OTHER BUSINESS

7.1 NEW INFILL REQUIREMENTS

The Heritage Officer questioned what the Board would expect from a developer in an application for a larger scale infill project in the heritage area.

Councillor Reardon indicated she would have to leave shortly due to a previous commitment, however felt this is a topic the Board should discuss in a future meeting. She indicated she would like to see the streetscape reflect all the different decades portraying a city on the move.

Councillor Donna Reardon left the meeting at 6:30 p.m.

The Heritage Officer reviewed the pertinent sections of the by-law. The Board suggested they would like an infill application to include at the very least preliminary drawings as designed by a design professional which would incorporate the sections pertaining to infill development in the by-law and to ensure the calculations adhere to the ratios.

ITEM 7.2 CHANGES TO BOARD MEMBER'S TERMS IN RESPONSE TO COUNCIL

The Chair advised that Common Council's Nominating Committee is reviewing the terms of Board members of the City's various Boards and Commissions and intends to limit their duration and number of consistent terms. The Chair reviewed each Board members' terms and their expiration dates and noted they do not all expire at the end of the calendar year. Also of concern, was if Council nominated members to 2-year terms, the Board may have difficulty maintaining a depth of experience and as such has requested Councillor Reardon communicate this to the Nominating Committee. The general consensus of the Board members was that 2-year terms were insufficient time to gain a knowledge base to make informed decisions with respect to the various applications which are subject to appeal by the Provincial Appeals Board.

The Chair questioned that it was provincial legislation that enables the establishment of the Heritage Development Board and she understood the Board was set-up through a Council by-law and asked staff to clarify to which the Deputy Commissioner agreed to do so.

For clarification purposes, staff provided the Chair with Council's directive namely: "Resolved that Common Council send a letter to all ABCs reminding them of term limits set by Council in the October 29, 2012 motion and subsequently communicated to them. The letter should also note that Council will continue its review and termination of appointments exceeding the 6 year limit, except where Council judges the termination to be detrimental to the operations of the ABC".

ITEM 7.3 APPLICATION AND GRANT STATUS

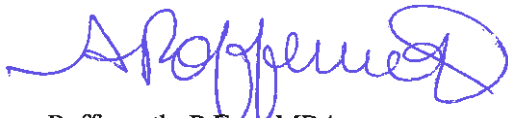
The Chair requested staff provide a 5 year analysis of the number of applications and also a status of the grant monies approved for the year. As not all the monies are being utilized, perhaps the Board needs to review the program to amend the funding ratios, allowing roof repairs to be eligible, etc.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held October 2, 2013 at 5:30 p.m.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 7:21 p.m.



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

**HERITAGE DEVELOPMENT BOARD
OF
THE CITY OF SAINT JOHN
WEDNESDAY SEPTEMBER 4TH, 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
Scott Rinehart
Bob Boyce
Elizabeth McGahan
Colin Waldschutz

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

REGRETS:

Councillor Donna Reardon
Alex Pesold
Jim Bezanson, Secretary/Heritage Development Officer

ITEM 1.0 AGENDA

It was recommended that to accommodate the guests present for Item 5.1 Ed Reardon, 122-124 Prince William Street, that the item be moved up in the agenda.

The following item was added to Other Business:

7.1 Historical Society Awards

MOVED by Colin Waldschutz, *SECONDED* by Elizabeth McGahan to approve the agenda as amended.

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE AUGUST 21ST, 2013 MEETING

MOVED by Scott Rinehart, *SECONDED* by Gord Hewitt to approve the August 21st, 2013 minutes as circulated.

CARRIED.

ITEM 3.0 BUSINESS ARISING**3.1 St. George's Anglican Church Parsonage : 183 Duke Street West**

Churchwarden, Susan Jack, was not present to represent the Rectory at 183 Duke St., however her request for removal from the *King Street West Conservation Area* was discussed as planned. A letter from Ms Jack on behalf of St George's – St Jude's Anglican Church and its Rectory (adjacent property) requesting the removal was submitted to the Board on July 29th, 2013, for their consideration.

The Board was familiar with the request and with the process of removal from the meeting on August 7th 2013 where the Church was considered. The historical background of the Rectory building was reviewed with the Board by Heritage Officer, Alice Fudge. It was apparent that the wood architectural detailing that was original to the house had been eliminated through upgrades over the years since it is now completely clad in vinyl siding.

Colin Waldschutz noted that the Church at 100 Watson Street (which was denied recommendation for removal) has a real chance for rehabilitation and restoration, but in the case of the Rectory, there are no remaining character-defining elements which could be restored. Bob Boyce added that there is little [detail] to work with, and it's location is around the corner from the designated street, King Street West.

***MOVED** by Patrick McCaffrey, **SECONDED** by Colin Waldschutz Recommend to Council, with regret, that the building at 183 Duke Street West be removed from the King Street West Conservation Area.*

CARRIED.

NAY Elizabeth McGahan.

The Board discussed the expenses associated with removing a property, where currently, the approximate cost of \$1,700 is absorbed by the Heritage Department Budget. Staff was asked to review the possibilities of the applicant fronting the cost of advertising for future removals.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

Ed Reardon and his Engineer, Andrew Johnson were present representing 122-124 Prince William Street

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2013-56
ED REARDON, 122-124 PRINCE WILLIAM STREET**

Alice Fudge advised that the application is for a Certificate of Appropriateness:

- A. The construction of a new, three storey, wood exit stair at the rear (east) side of the building;

- B. The installation of a new rated steel exit door at fourth floor, which includes masonry and opening modification;
- C. The installation of a new rated steel exit door at third floor, which includes new opening in masonry wall;
- D. The replacement of an existing door with a new rated steel, exit door at the second level;
- E. The installation of new rated steel, double-doors at grade level, which includes new opening in masonry wall;
- F. The installation of two new windows at fourth level, to match existing metal windows;
- G. The installation of 13 5"x5" air vents.

She recommended approval.

ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-56
ED REARDON, 122-124 PRINCE WILLIAM STREET

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

Construct a new, three storey, wood exit stair at the rear (east) side of the building; complete with 6x6" wood posts with decorative caps, and handrail with 2x2 wood pickets - see attached sketches;

Install a new 45 min fire-rated steel exit door at fourth floor, which includes masonry and opening modification; assure surrounding masonry is not damaged during this process; keep salvageable bricks for future repairs;

Remove bricks from masonry wall at third level for new opening; decorative brickwork above the new opening shall match existing windows; assure surrounding masonry is not damaged during this process; keep salvageable bricks for future repairs;

Install a new 45 min fire-rated steel exit door and transom window at third floor;

Replace an existing exterior door with a new 45 min fire-rated steel, exit door at the second level;

Install new 45 min fire-rated steel, double-doors at grade level, which includes new opening in masonry wall; assure surrounding masonry is not damaged during this process; keep salvageable bricks for future repairs;

Install two new windows at fourth level, to match existing metal windows;

Install thirteen (13) 5"x5" air vents at new penetrations in brick wall; assure surrounding masonry is not damaged during this process.

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 September 19th, 2013.

Bob Boyce requested that the brick pattern that is present above the window openings be replicated for the proposed new opening on the second floor, to which Mr. Reardon agreed. Leona Laracey questioned if the applicant had considered the possibility of installing the vents for the ventilation system through the roof to minimize the impact of penetrations to the facade. Andrew Johnson responded that it was not considered as the applicant has recently installed a new roof and that there are hazards associated with using long lengths ducting by venting through the roof.

CARRIED.

ITEM 6.0 REPORTS

There were no reports.

ITEM 7.0 OTHER BUSINESS

ITEM 7.1 HISTORICAL SOCIETY AWARDS

Chair Leona Laracey advised the Board that the Historical Society had presented Heritage Development Officer, Jim Bezanson and Board member, Councillor Donna Reardon, among other recipients, an award acknowledging their involvement and dedication toward Heritage Conservation in the City of Saint John.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held September 18, 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
Deputy Commissioner,
Growth & Community Development Services



The City of Saint John

Supplementary Information for Consideration of a Heritage Conservation Grant

Date: September 27, 2013
To: Heritage Development Board
From: Alice Fudge, Heritage Officer

Application Number: [CoA 12-44A] 13-59

Name: Derek Billingsley

Mailing Address: 87 Germain Street – Encore Interactive, Saint John, NB

Postal Code: E2K 1A9

Description of Work: To repair and repoint brick on street facade, as well as repair to metal flashings at 87-91 Germain Street.

Project Estimate: \$27,000.00

Heritage Area: Trinity Royal

Conservation Plan: Yes No

Grant Type: Heritage Conservation Grant

Applicable Funding Ratio: 15%-25% [flashings at 15%, masonry at 25%]

Eligible Grant Funding Amount: Maximum \$5,000.00

Example of Motion:

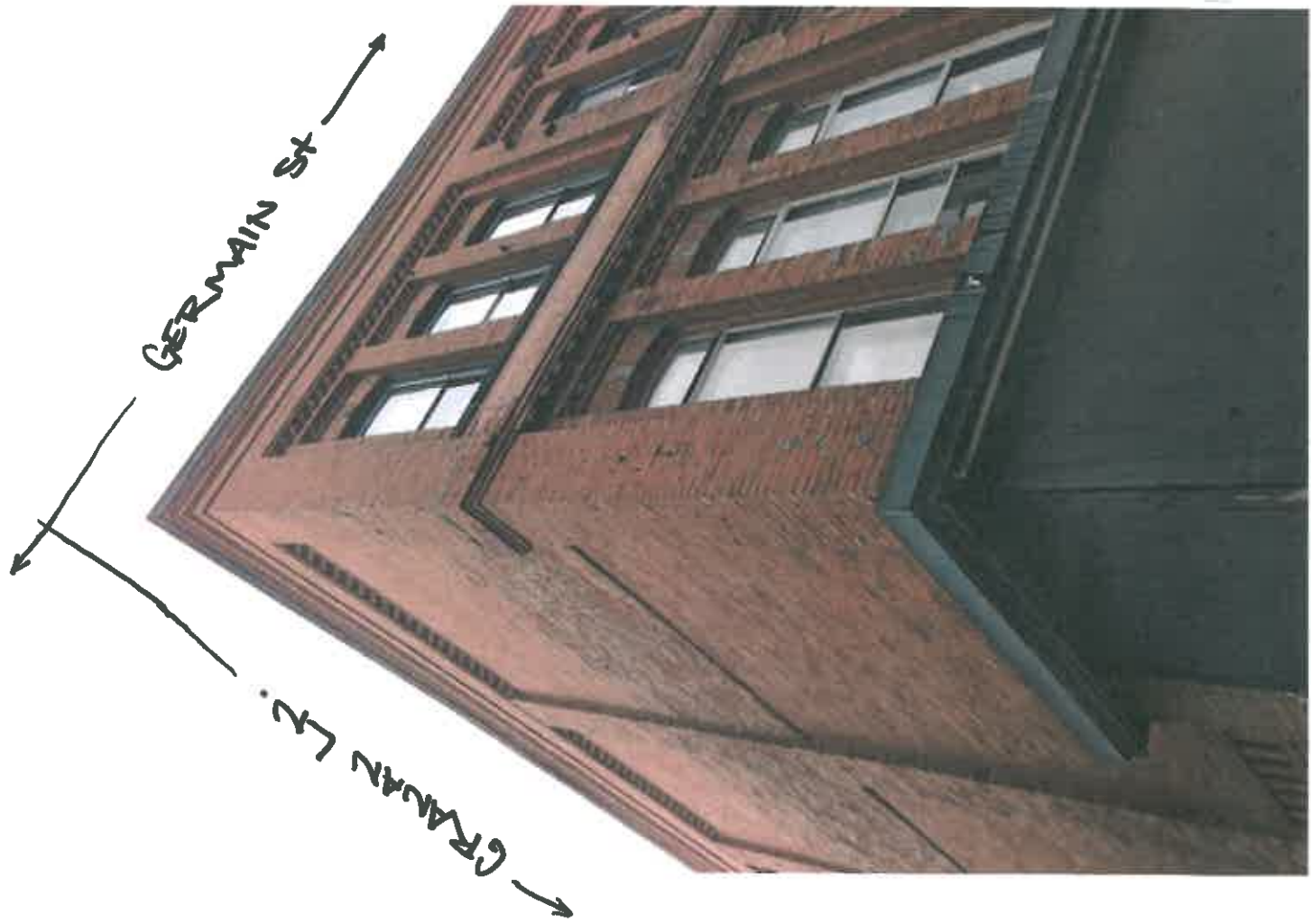
Approve a Heritage Conservation Grant for 25% up to \$ 5,000.00 based on project estimates, for work at 87-91 Germain Street for the repair and repointing of brick on street facade, as well as repair to metal flashings.



SAINT JOHN

P.O. Box 1971 Saint John, NB Canada E2L 4L1 | www.saintjohn.ca | C.P. 1971 Saint John, N.-B. Canada E2L 4L1

[87-91 GERMAIN]



Certificate of Appropriateness

City of Saint John

No. 2012-44A

COPY

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



HERITAGE PLANNING

Growth & Development

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

DEREK BILLINGSLEY
87-91 GERMAIN STREET
[PID 00010876]

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 salvaged brick to match original brick in colour, size, porosity and brickwork configuration [dental courses, etc];

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 - 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];

Repair, and/or replace as necessary, any deteriorated portions of the metal flashings, in conjunction with repairs to the walls, using material to match the gauge and profile of the original flashing;

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 July 26, 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.

COPY

Heritage Development Officer

Date

* CoA in - place from 2012 .

GRANT was tabled last year, work was never started.

Building Permit has been applied for, Sept. 2013 .