

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

WEDNESDAY, SEPTEMBER 17, 2014

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

IN ATTENDANCE: Bob Boyce, Chair
 Patrick McCaffrey, 1st Vice Chair
 Elizabeth McGahan, 2nd Vice Chair
 Gordon Hewitt
 Scott Rinehart
 Colin Waldschutz
 Alice Fudge, Heritage Analyst
 Jill Good, Recording Secretary
 Amy Poffenroth, Deputy Commissioner

REGRETS: Councillor Donna Reardon
 Chris Boudreau
 Bob McVicar

ITEM 1.0 AGENDA

MOVED by Patrick McCaffrey, SECONDED by Colin Waldschutz to approve the September 17th, 2014 agenda as circulated.

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE SEPTEMBER 3RD, 2014 REGULAR MEETING

MOVED by Colin Waldschutz, SECONDED by Gord Hewitt to approve the minutes of the September 3rd, 2014 regular meeting as circulated.

CARRIED.

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

Nick Brinson, Commercial Properties Ltd, was present representing the application for 12 Smythe Street.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2014-51
CIBC C/O KERRY GOSSE (STANTEC), 44 KING STREET**

Alice Fudge advised that the application is for a Certificate of Appropriateness [Heritage Permit] for the replacement of all existing windows with new wood windows, and to install two new fiberglass wood grain entrance doors with sidelights, to match existing. She recommended approval.

**ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-51
CIBC C/O KERRY GOSSE (STANTEC), 44 KING STREET**

Alice Fudge reviewed with the Board the letter dated September 9, 2014 from Kerry Gosse, Senior Architect and Project Manager of Stantec. Ms. Gosse indicated that the current wooden doors and windows are experiencing significant signs of rot. Board members expressed concerns with Ms. Gosse's analysis of the condition of the windows and doors, as recent photographs do not depict significant rot.

The Board discussed the propose design of the door and entryway. Amy Poffenroth reviewed with the Board Heritage Permit [97-45] (Certificate of Appropriateness) approved September 17, 1997 which allowed for the current design. It was indicated in the letter submitted by Ms. Gosse that a sample of the materials for the proposed door would be made available for the Board's review, however the sample was not received in time for the meeting.

***MOVED** by Patrick McCaffrey, **SECONDED** by Elizabeth McGahan to table the proposed door/entryways replacement pending a sample of the materials be provided to the Board for review.*

CARRIED.

The Board then discussed the proposed window replacement for the second floor of the annex.

***MOVED** by Colin Waldschutz, **SECONDED** by Gord Hewitt to approve the following:*

Remove four wood windows from west façade of the annex, second floor level;

Install four new MARVIN wood windows, to match the original design and configuration of the building's existing windows: sliding windows;

Scrub all surfaces to be painted with TSP (trisodium phosphate); rinse thoroughly with clean water; allow to dry completely prior to painting (typically 3 days);

Prime and paint all wood components using an approved colour scheme (red to match existing) in keeping with guidelines found in Practical Preservation Guidelines for PAINT & COLOR.

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 2nd, 2014.

CARRIED.

ITEM 5.2A APPLICATION FOR A HERITAGE PERMIT 2014-52
COMMERCIAL PROPERTIES LTD, 12 SMYTHE STREET

Alice Fudge advised that the application is for a Certificate of Appropriateness [Heritage Permit] for the application of a clear masonry sealer on entire brick wall, south elevation. She recommended approval.

ITEM 5.2B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2014-52
COMMERCIAL PROPERTIES LTD, 12 SMYTHE STREET

MOVED by Patrick McCaffrey, **SECONDED** by Elizabeth McGahan to approve:

Assure the brick wall is thoroughly dry;

Apply sealer using a brush, roller, or quality sprayer, starting at the top working down; apply a coat of sealer to each brick and the mortar joints;

Apply a second coat of brick sealer if necessary allowing the suggested drying time between coats. Once the final coat of brick sealer has been applied, let the brick wall dry according to the manufacturer's suggestions.

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 2nd, 2014.

Alice Fudge introduced Nick Brinson, Project Engineer of Commercial Properties to the Board. Mr. Brinson reviewed the project with the Board and indicated that the application of the proposed brick sealer will be applied in an effort to take every precaution against water penetration. He provided a letter from Graeme Duffus, architect with G.F. Duffus and Co. Ltd. who has experience with the product and provided his recommendation for its use in this case. Colin Waldschutz expressed his concerns around the uncertainty of the products performance 25 years down the road, which Mr. Brinson explained that Mr. Duffus has used it on buildings in the Halifax area and has recent positive results.

CARRIED.

NAY, COLIN WALDSCHUTZ

ITEM 6.0 REPORTS

There were no reports.

ITEM 7.0 OTHER BUSINESS

ITEM 7.1 UPDATE ON HERITAGE GRANT

Alice Fudge provided the Board with an update on the grant program indicating that the \$90,000 grant budget has been conditionally allocated to date. She advised the Board that the vast majority of projects are underway and staff have projected to expense the allotted budget for 2014. She also explained that the new Heritage Grant Program from a staff perspective is running more smoothly, with a requirement for all permits in place at the time of application work is being done with the appropriate inspections and permits in place.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held October 1st, 2014. The meeting will begin early at 4:30pm to accommodate Alice Fudge and Bob Boyce who will be travelling to the Charlottetown, PEI Heritage Canada Conference.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 6:26pm.

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