

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

WEDNESDAY AUGUST 31, 2011

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

IN ATTENDANCE:

Leona Laracey, Chair
Colin Waldschutz, 1st Vice Chair
Gordon Hewitt
Heather Urquhart
Patrick McCaffrey
Alex Pesold
Richard Gradon

Jacqueline Hamilton, Deputy Commissioner
Jeff Gauley, Secretary/Heritage Officer
Colleen O'Connor, Recording Secretary

REGRETS:

Jim Bezanson, Secretary/ Heritage Development Officer
Grant Heckman, 2nd Vice Chair
Councillor Donnie Snook

ITEM 1.0 AGENDA

MOVED by Patrick McCaffrey, SECONDED by Gordon Hewitt, to approve the agenda as presented.

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE AUGUST 17TH, 2011 MEETING

MOVED by Patrick McCaffrey, SECONDED by Gordon Hewitt, to approve the August 17th, 2011 minutes as presented.

Leona Laracey asked to have the minutes for Items 5.2 and 5.3 amended to state that the Board has exclusively approved wood replacement windows for existing buildings in Heritage Conservation Areas but has made an exception to allow for other finishes, such as metal cladding, where warranted by exposure to harsh moisture conditions.

CARRIED.

ITEM 3.0 BUSINESS ARISING**ITEM 3.1 UPTOWN SAINT JOHN'S BIKE RACKS – PRESENTATION BY PETER ASIMAKOS**

Peter Asimakos presented to the Board the designs for Uptown Saint John's proposed bike racks. The Board expressed concern to Mr. Asimakos about the maintenance of the bike racks. Mr. Asimakos advised the Board that Uptown Saint John would be involved along with City staff in the maintenance of the bike racks.

The Board thanked Mr. Asimakos for the opportunity to provide input into the design of the bike racks, particularly as this was outside of their jurisdiction. Some Board members expressed concern about the variety of colours for the bike racks and suggested their preference for painting them black. The Board also expressed concern about the inclusion on the racks of logos of the individual companies who had sponsored each bike rack, noting that if a business ceased operations the logos would be difficult to remove. The Board stated that it would have preferred the bike rack design to have been less attention seeking and more similar in design to the other Heritage Area street furniture, including benches and light standards. The Board expressed appreciation for the consideration given to selecting colours from a heritage colour palette.

The Board inquired if Uptown Saint John had guidelines in place relating to the appearance of the bike racks. Mr. Asimakos advised that he was unsure if such guidelines were in place. The Board expressed that it would be desirable to have guidelines in place, on a go forward basis. When asked what the driver was in deciding to paint the bike racks different colours, Mr. Asimakos advised it was to increase the visibility of the bike racks and the sponsoring businesses.

With regards to implementation, Mr. Asimakos advised that the installation was dependent on the City installing the concrete footings the bike racks required. Mr. Asimakos advised that the bike racks would be removed each fall and placed in storage for the winter season.

ITEM 3.2 SPECIAL HDB AND PLANNING MANAGEMENT MEETING- PROPOSED DATE

Heritage Staff advised that the poll results indicated Board members felt a lunchtime meeting would not provide sufficient time to address the topics that had arisen from the review of the Heritage department. Staff advised that October 5th appeared to be the best available date for the meeting to be held. The Board requested an email be sent confirming the date.

ITEM 3.3 2009 HDB LETTER TO COMMON COUNCIL AND PEEL PLAZA UPDATE PRESENTATION – FOR INFORMATION

[Richard Gradon declared a conflict and stepped out of the meeting]

The Board confirmed that they had received the 2009 HDB Letter to Common Council and the Peel Plaza Update Presentation from the August 15th, 2011 meeting of Common Council. The Board verified that the current plan of action was to have Councillor Snook

request an update, on behalf of the Board, from the Peel Plaza Committee in regards where that committee stood in consideration of the buildings in the Wellington Row area.

[Richard Gradon re-joined the meeting]

ITEM 3.4 HISTORICA ROYALE, 72- 78 KING STREET- CLARIFICATION OF PROPOSED DETAILING

Keith Brideau, representing the building owner, advised that he had returned to the Board to answer questions arising from the previous Board meeting and that he was joined by his construction contractor, Tim Hunter. Heritage Staff refreshed the Board's memory with details of the proposed rooftop deck plan. Mr. Brideau advised the Board that Johnson Engineered Solutions prepared the engineering report.

The Board expressed its concern about the load the existing roof structure would be expected to bear with the potential snow loads in addition to the weight of the deck itself. Mr. Hunter advised that initially the deck assembly had been detailed incorrectly in relation to the proposed direction of the weight-bearing purlins, and that he and Mr. Brideau have asked the engineer to make the required revisions.

Mr. Hunter advised that the span between the deck supports had been reduced to five feet. Heritage Staff advised the Board that, as the discussion was getting highly technical and beyond the Board's mandate, any recommendations that were to be made were to be contingent on the applicants receiving the appropriate Building and Technical Services department approvals.

The Board expressed its concern that the number of penetrations required to attach the deck to the roof could create a leakage problem. Mr. Hunter advised that they were exploring ways to resolve that issue.

ITEM 3.5 PHILIP HUGGARD, 147- 149 ORANGE STREET- TEMPORARY INSTALLATION OF VINYL WINDOWS

Heritage Staff advised that the Board had previously approved a Certificate of Appropriateness for Philip Huggard to replace two non-original horizontal-sliding vinyl windows with new vertical-sliding wood windows in compliance with a requirement from Building and Inspections Services for the provision of adequate egress. Heritage Staff advised the Board that the wood windows that Mr. Huggard had ordered would not arrive in time for him to be in compliance with the egress requirements. Heritage Staff advised that Mr. Huggard had sent a letter addressed to the Board stating he proposed to install vinyl windows on a temporary basis in order to meet those requirements.

The Board verified with Heritage Staff that Mr. Huggard had indicated he had a purchase order for the wood windows. The Board decided that a letter be drafted to Mr. Huggard thanking him for following through with ordering the wood windows and giving him a deadline of May 31st, 2012 to have the temporary vinyl windows removed and the wood windows installed. The Board also asked that the letter include a request that Mr. Huggard keep the Board updated of any changes or delays in the installation plan for the wood windows.

MOVED by Patrick McCaffrey, *SECONDED* by Richard Gradon, to have staff draft a letter to Mr. Huggard which would state a deadline of May 31st, 2012 to install wood windows.

CARRIED.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

The following applicants/ guests were introduced to the Board:

- Peter Asimakos, representing Business Arising Item 3.1;
- Keith Brideau and Tim Hunter, representing Business Arising Item 3.4; and
- Brian Reid, representing Certificate of Appropriateness and Grants Item 5.3.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS

[Richard Gradon declared a conflict for the following item and stepped out of the meeting]

**ITEM 5.1A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-15B
ROSALEE LEBOUTHILLIER, 172- 174 SYDNEY STREET**

Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate of Appropriateness] to replace the wood shingle siding with non-combustible cementitious board siding. He recommended approval.

**ITEM 5.1B DRAFT CERTIFICATE OF APPROPRIATENESS 11-15B
ROSALEE LEBOUTHILLIER, 172- 174 SYDNEY STREET**

MOVED by Patrick McCaffrey, *SECONDED* by Gordon Hewitt, to approve the recommendation:

Replace the deteriorated wood shingle siding at the north side of the rear (east) extension with new horizontal non-combustible cementitious board siding, matching the ‘exposure’ or vertical distance between successive courses, or rows, to the original;

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 September 15, 2011;

The Board verified with Heritage Staff that the cementitious board siding came in pre-finished colours and could also be painted. The Board requested that an amendment be made to the Certificate of Appropriateness stating that the cementitious board siding must be painted to match the approved colour as per the previously approved Certificate of Appropriateness.

CARRIED.

[Richard Gradon re-joined the meeting]

**ITEM 5.2A APPLICATION TO AMEND HERITAGE REHABILITATION GRANT 11-38A
STEPHEN TOBIAS, 66 ORANGE STREET**

Jeff Gauley advised the Board that the application is to amend the existing Heritage Rehabilitation Grant to repair/repoint masonry, repair/replace flashings/down leaders and to paint woodwork. On September 29, 2010, the Board approved Heritage Rehabilitation Grant 2010-89 to repair/repoint masonry and repair/replace flashings/down leaders at the west (side) facade of the building and to paint woodwork. Due to uncertainty relating to grant availability in 2010, the applicant delayed the project until this year. On May 11, 2011 the Board approved Heritage Rehabilitation Grant 2011-38 to repair/repoint masonry, repair/replace flashings/down leaders and to paint woodwork. As the extent and cost of the approved work was greater than anticipated, the applicant is seeking additional funding. A Conservation Plan [2008] is in place for this building, located in the Orange Street Heritage Conservation Area. He recommended approval.

MOVED** by Richard Gradon, **SECONDED** by Heather Urquhart, to amend a Heritage Rehabilitation Grant by increasing the previously-approved grant amount of \$3,000.00 by an additional \$3,375.00 for a new maximum grant of up to \$6,375.00, calculated at 40% of costs for masonry repairs/repointing and 20% of costs for flashing/down leader repairs/replacement and painting of woodwork, **subject to available funding under the Heritage Grants program.

CARRIED.

**ITEM 5.3A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-83
IMPERIAL THEATRE, 24 KING SQUARE SOUTH**

Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate of Appropriateness] for masonry facade repairs, using carved limestone blocks to replace architectural glazed terra-cotta blocks

**ITEM 5.3B DRAFT CERTIFICATE OF APPROPRIATENESS 11-83
IMPERIAL THEATRE, 24 KING SQUARE SOUTH**

***MOVED** by Patrick McCaffrey, **SECONDED** by Gordon Hewitt, to approve the amended recommendation:*

***Remove** damaged terra-cotta blocks and associated backup material, as necessary, using gentlest means possible - non-abrasive hand tools;*

***Install** carved limestone replacement stones as required, using stone of similar colour and matching the profile of the existing terra-cotta blocks to be removed – ensure new stones are appropriately anchored with the wall structure;*

***Repoint** new stone and fill smaller voids, as necessary, 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 or no greater than 28 degrees Celsius ambient temperature.**

Wash down repaired masonry using 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 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 September 15, 2011;
4. No work shall commence until a start-up meeting has been held on site with Heritage staff to review procedures for removal of terra-cotta blocks;
5. The work area and a sample of the proposed stone complete with proposed finish texture will be prepared for review by Heritage staff following the removal of the terra-cotta blocks and before commencement of the installation of the new stonework.

Brian Reid, Chair of the Imperial Theatre Facilities Committee, identified for the Board the extent of the deterioration of the terracotta masonry blocks on the façade of the Imperial Theatre. Mr Reid advised the Board that the stone mason he had consulted to repair the façade recommended that the best replacement for the terracotta masonry was carved limestone. Heritage Staff advised the Board that the adjacent building had a similar predicament with its façade. In the case of that building, deteriorated pre-cast concrete elements were replaced with carved sandstone pieces. Mr Reid advised the Board that the carved stone would be similar in colour and texture to the original terracotta masonry.

The Board expressed concern about the ability of the façade to support the carved stone as a replacement to the hollow and light-weight terracotta. Mr Reid responded that anchors could be used to help support the additional weight.

The Board inquired if the consultant had tried to source new terracotta masonry. Mr Reid advised that his research indicated that terracotta masonry produced now was less durable than the terracotta masonry produced when the building was first constructed. The Board

requested an amendment to the Certificate of Appropriateness to require the applicant to meet with the Heritage Staff before the stone is installed to ensure that the colour and the finish of the stone is a close match.

CARRIED.

**ITEM 5.3C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-83
IMPERIAL THEATRE, 24 KING SQUARE SOUTH**

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to repair masonry facade, using carved limestone blocks to replace architectural glazed terra-cotta blocks. No Conservation Plan is in place for the building, located at the south side of King Square in the Trinity Royal Heritage Conservation Area. He recommended approval.

MOVED by Colin Waldschutz, ***SECONDED*** by Richard Gradon, to approve a Heritage Rehabilitation Grant for 20% of costs to repair masonry facade, using carved limestone blocks to replace architectural glazed terra-cotta blocks, up to \$1,000.00, ***subject to available funding under the Heritage Grants program.***

CARRIED.

**ITEM 5.4A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-84
PETER KOSTKA, 147 DOUGLAS AVENUE**

Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate of Appropriateness] to replace an existing, non-original 'picture' window with two new mulled-together wood windows, including one vertical-sliding window and one casement egress window, and repair/paint as necessary. He recommended approval.

**ITEM 5.4B DRAFT CERTIFICATE OF APPROPRIATENESS 11-84
PETER KOSTKA, 147 DOUGLAS AVENUE**

MOVED by Richard Gradon, ***SECONDED*** by Gordon Hewitt, to approve the recommendation:

Remove one (1) non-original 'picture' window on the rear (west) façade of the rear (west) extension;

Install a mulled-together pair of new wood windows in the above existing opening – one vertical-sliding wood window and one wood casement egress window;

Repair and/or replace, as necessary, any deteriorated wood components, including portions of trim or soffit boards, with new wood components, matching the size, 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 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 September 15, 2011;

The Board asked Heritage Staff if there were any other paired windows on the building. Heritage Staff advised that the building did not have any other paired windows. The Board inquired why Heritage Staff had recommended a paired window for this space. Heritage Staff advised that a paired window had been recommended to fill the large existing window opening while meeting the egress requirement.

CARRIED.

ITEM 5.4C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-84
PETER KOSTKA, 147 DOUGLAS AVENUE

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to replace an existing, non-original 'picture' window with two new mulled-together wood windows, including one vertical-sliding window and one casement egress window, and repair/paint as necessary. A Conservation Plan [2008] has been prepared for the building, located in the Douglas Avenue Heritage Conservation Area. He recommended approval.

MOVED** by Richard Gradon, **SECONDED** by Colin Waldschutz, to approve a Heritage Rehabilitation Grant for 20% of costs to replace an existing, non-original 'picture' window with two new mulled-together wood windows, including one vertical-sliding window and one casement egress window, and repair/paint as necessary, **subject to available funding under the Heritage Grants program.

CARRIED.

ITEM 5.5A APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-85
SAIED SALAMAT, 265- 271 CHARLOTTE STREET

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to repair masonry (brick) and to repair/paint windows and doors. A Conservation Plan [2007] is in place for the building. He recommended approval.

***MOVED** by Patrick McCaffrey, **SECONDED** by Richard Gradon, to approve a Heritage Rehabilitation Grant of 40% of costs for masonry repairs and 20% of costs for window/door repairs and painting, up to a maximum of \$2,500.00, **subject to available funding under the Heritage Grants program** and on condition that the masonry work is completed before October 31, 2011.*

CARRIED

[Richard Gradon declared a conflict for the next item and stepped out of the meeting]

ITEM 5.6A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11- 86
JOANNA EVERITT, 156- 158 ORANGE STREET

Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate of Appropriateness] was to replace an existing non-original window with a new wood casement egress window, repair wood siding and trim components and paint. He recommended approval.

ITEM 5.6B DRAFT CERTIFICATE OF APPROPRIATENESS 11-86
JOANNA EVERITT, 156- 158 ORANGE STREET

MOVED by Colin Waldschutz, *SECONDED* by Alex Pesold to approve the recommendation:

Remove one (1) non-original window on the side (east) façade;

Install one (1) new wood casement egress window in the above existing opening [the opening will be enlarged to accommodate the new window];

Repair and/or install, as necessary, any wood trim components, including exterior window casings, matching the size, profiles and detailing of the original trim 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 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 September 15, 2011;

CARRIED.

ITEM 5.6C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-86
JOANNA EVERITT, 156- 158 ORANGE STREET

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to replace an existing non-original window with a new wood casement egress window, repair wood siding and trim components and paint. No Conservation Plan has been

prepared for the building, located in the Orange Street Heritage Conservation Area. He recommended approval.

MOVED** by Patrick McCaffrey, **SECONDED** by Heather Urquhart, to approve a Heritage Rehabilitation Grant for 20% of costs, up to a maximum of \$1,000.00, to replace an existing non-original window with a new wood casement egress window, repair wood siding and trim components and paint, **subject to available funding under the Heritage Grants program.

CARRIED.

[Richard Gradon re-joined the meeting]

ITEM 6.0 REPORTS

ITEM 3.1 UPDATE ON HERITAGE STAFF REVIEW – JACQUELINE HAMILTON

Jacqueline Hamilton advised the Board that she had a meeting scheduled with Kim Graham on Friday September 2nd, 2011 to receive an update on the status of Heritage Program Review. Ms. Hamilton anticipated that she would have more information about the review of the Heritage Program to share with the Board at the next meeting.

ITEM 7.0 OTHER BUSINESS

ITEM 8.0 NEXT MEETING

The next regular Board meeting is scheduled for September 14th.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 7:20 p.m.

Jeff Gauley,
Secretary/Heritage Officer

Jacqueline Hamilton,
Deputy Commissioner

JG: CO'C