



The City of Saint John

HERITAGE DEVELOPMENT BOARD

OF

THE CITY OF SAINT JOHN

WEDNESDAY, MARCH 2<sup>ND</sup>, 2011

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The regular 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, 2nd Vice Chair  
   Richard Gradon  
   Alex Pesold  
   Heather Urquhart  
   Grant Heckman

Jacqueline Hamilton, Deputy Commissioner  
Jill Flecknell, Recording Secretary  
Jeff Gauley, Secretary/Heritage Officer

REGRETS:                             Jim Bezanson, Secretary/ Heritage Development Officer  
   Councillor Donnie Snook

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ITEM 1.0            AGENDA

*The following items were added to the agenda for discussion:  
under Reports, Item 6.1 Heritage Development Board Appointments; and  
under Other Business, Item 7.1 Construction Letter.*

***MOVED** by Richard Gradon, **SECONDED** by Heather Urquhart, to approve the agenda, as amended.*

**CARRIED.**

ITEM 2.0            MINUTES

ITEM 2.1            MINUTES OF THE FEBRUARY 16<sup>TH</sup>, 2011 MEETING

***MOVED** by Colin Waldschutz, **SECONDED** by Richard Gradon, to approve the February 16<sup>th</sup>, 2011 minutes.*

**CARRIED.**



SAINT JOHN

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ITEM 3.0 BUSINESS ARISINGITEM 3.1 2011 HERITAGE AWARDS

The awards ceremony was held on February 21<sup>st</sup>, 2011. The pre-reception began at 4:00pm in the Ludlow Room and the award ceremony followed at 5:00pm. The Board members were pleased with the large number of people that attended the ceremony, but expressed disappointment in the lack of newspaper coverage. It was proposed that an advertisement announcing winners be placed in the Telegraph Journal.

Deputy Commissioner Jacqueline Hamilton advised the Board that the Mayor and Councillors were enthusiastic about the event as well. The Board thanked staff for their input in making it a success.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

There were no applicants or guests in attendance.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS

(Richard Gradon declared conflict regarding 118 Orange Street)

ITEM 5.1A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-08  
JANET SCOTT & MARK LEGER, 118 ORANGE STREET

Jeff Gauley advised the Board that the application is to repair/replace roof edge flashings and repair/repoint/replace masonry. He recommended approval, provided that replacement brick and flashings with compatible properties are used.

The Board suggested that the Certificate of Appropriateness include the following note related to masonry work: **“\*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 ambient temperature. No work is to be completed after October 31, 2011 (any work completed after this date, without adequate precautions taken, will be ineligible for grant funding).”**

ITEM 5.1B DRAFT CERTIFICATE OF APPROPRIATENESS 11-08  
JANET SCOTT & MARK LEGER, 118 ORANGE STREET

***MOVED** by Colin Waldschutz, **SECONDED** by Grant Heckman, to approve the amended recommendation:*

**Remove** loose and deteriorated mortar and brickwork, using rotary grinders **ONLY** on middle of horizontal joints - remove the remainder with hand tools - **DO NOT USE GRINDERS ON VERTICAL JOINTS;**

Where possible, 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;

**Install** replacement bricks where required, using salvaged or new brick of similar porosity, size and colour – evidence of compatibility of new brick to be confirmed by manufacturer's product data sheet information, supplied by applicant;

**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 ambient temperature. No work is to be completed after October 31, 2011 (any work completed after this date, without adequate precautions taken, will be ineligible for grant funding).** [Note as inserted post-meeting]

**Repair**, and/or replace as necessary, any deteriorated metal roof edge flashings, 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 be contacted for necessary permits;
3. The Planning and Development Department be contacted for necessary zoning issues;
4. 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 March 17, 2011;
5. No work shall commence until a start-up meeting has been held on site with heritage staff to review procedures for removal of mortar;
6. A test area will be prepared for review by heritage staff following the start-up meeting and before commencement of the work.

(Richard Gradon returned to the meeting)

ITEM 5.2A APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-09  
HAYWARD & WARWICK, 85 PRINCESS STREET (STORE)

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant Renewal for masonry and flashing repairs to the south (front) façade (CofA 09-22A). A Conservation Plan [2008] is in place for the building which is located in the Trinity Royal Heritage Conservation Area. He recommended approval.

For the Board's information, this grant is in reference to the scope of work in an application for Heritage Permit [Certificate of Appropriateness 09-22A] which was approved by the Board on June 10, 2009. The Board previously has approved heritage grants relating to this work - Heritage Conservation Grant 09-22A (June 10, 2009) and Heritage Rehabilitation Grant 2010-15A (March 31, 2010). The work has not yet been completed. It is anticipated that it will be completed this year.

***MOVED** by Richard Gradon, **SECONDED** by Alex Pesold to approve a Heritage Rehabilitation Grant of 40% of costs for masonry repairs and 20% of costs for roof edge flashing repairs, up to \$5,000.00, for work on the south (front) façade.*

**CARRIED.**

ITEM 5.3A APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-10  
HAYWARD & WARWICK, 85 PRINCESS STREET (WAREHOUSE)

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant Renewal to install a new 'storefront' entrance at the former vehicular entrance (CofA 09-22B). A Conservation Plan [2008] is in place for the building which is located in the Trinity Royal Heritage Conservation Area. He recommended approval.

For the Board's information, this grant is in reference to the scope of work in an application for Heritage Permit [Certificate of Appropriateness 09-22B] which was approved by the Board on June 10, 2009. The Board previously has approved heritage grants relating to this work - Heritage Conservation Grant 09-22 (June 10, 2009) and Heritage Rehabilitation Grant 2010-15B (March 31, 2010). The work has not yet been undertaken. It is anticipated that it will be completed this year.

***MOVED** by Richard Gradon, **SECONDED** by Colin Waldschutz to approve a Heritage Rehabilitation Grant of 20% of costs, up to \$2,500.00, to install a new 'storefront' entrance at the former vehicular entrance.*

**CARRIED.**

ITEM 5.4A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-11  
HISTORICA ROYALE INC., 78-82 KING STREET

Jeff Gauley advised the Board that the application is to repair/ replace/ install/ delete windows, re-point masonry, repair flashings and remove mechanical exhaust chimney/window grilles/signage. He recommended approval.

ITEM 5.4B DRAFT CERTIFICATE OF APPROPRIATENESS 11-11  
HISTORICA ROYALE INC., 78-82 KING STREET

***MOVED** by Grant Heckman, **SECONDED** by Colin Waldschutz, to approve the recommendation:*

***Remove** loose and deteriorated paint from existing windows and brick moulding 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);*

***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;*

***Install** eight (8) interior (storm) semi-circular wood window sash, on the second floor level of the north (front) facade, to completely cover the existing single-pane semi-circular sash to remain – note: the second floor windows are non-original thermal pane windows, except for the existing single-pane upper semi-circular sash, which are original;*

***Install** eight (8) interior (storm) wood window sash, on the third floor level of the north (front) facade, to completely cover the existing single-pane windows to remain – for structural strength these interior sash will be divided horizontally into three parts with horizontal muntins to correspond with the major divisions / sash configuration of the existing sash;*

***Remove** eight (8) non-original semi-circular plywood infill panels and install eight (8) missing semi-circular fixed wood window sash on the fourth floor level of the north (front) facade, replicated to match those existing sash on the second and third floor level, complete with thermal units and simulated-divided-light vertical muntin bars;*

***Install** eight (8) interior (storm) wood window sash on the fourth floor level of the north (front) facade to completely cover the existing single-pane vertical-sliding wood windows to remain;*

***Remove** existing non-original mechanical ventilation chimney and non-original brick infill below at middle former window opening on the second floor level of the south (rear) facade to re-establish the extent of this window opening;*

***Install** one (1) new or salvaged/relocated vertical-sliding wood window in the re-established window opening [on the second floor level of the south (rear) facade] to completely fill this existing opening;*

***Remove** two (2) existing non-original windows on the second floor level of the south (rear) facade and completely infill the remaining portion of these existing openings with salvaged brick masonry set back 1” to maintain a subtle delineation of the original openings;*

***Modify** existing facade at exposed west wall at rear to include three (3) new window openings on the fourth floor and two (2) new window openings on the second floor – remove existing non-original vinyl window on the second floor and non-original infill*

materials to re-establish this opening's original size - detail and configuration of new window openings to match details/configuration found elsewhere on west wall, including stone headers and stone sills with horns (or extensions beyond the width of the openings);

**Install** six (6) new or salvaged/relocated vertical-sliding wood windows in the five (5) new and one (1) re-established west wall openings to completely fill existing openings;

**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 components using the existing approved colour scheme in keeping with guidelines found in Practical Conservation Guidelines for Paint & Colour [colours to be provided]

- *HC-155 Newburyport Blue:* window sash – front facade
- *HC-151 Buckland Blue:* trim, brick moulding – front facade
- *Black:* window sash – side and rear facades
- *Black:* trim, brick moulding – side and rear facades

**Remove** loose and deteriorated mortar and brickwork, using rotary grinders ONLY on middle of horizontal joints - remove the remainder with hand tools - DO NOT USE GRINDERS ON VERTICAL JOINTS;

Where possible, 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;

**Install** replacement bricks where required, using salvaged or new brick of similar porosity, size and colour;

**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;

**Repair**, and/or replace as necessary, any deteriorated metal roof edge flashings, 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 be contacted for necessary permits;
3. The Planning and Development Department be contacted for necessary zoning issues;
4. 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 March 17, 2011;
5. No work shall commence until a start-up meeting has been held on site with heritage staff to review procedures for removal of mortar;
6. A test area will be prepared for review by heritage staff following the start-up meeting and before commencement of the work.

**CARRIED.**

ITEM 5.4C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-11  
HISTORICA ROYALE INC., 78-82 KING STREET

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant Renewal to repair/ replace/ install/ delete windows, re-point masonry, repair flashings and remove mechanical exhaust chimney/window grilles/signage. A Conservation Plan [2009] has been prepared for this building, located in the Trinity Royal Heritage Conservation Area. He recommended approval.

*MOVED by Richard Gradon, SECONDED by Colin Waldschutz to approve a Heritage Rehabilitation Grant of 40% of costs for window and masonry repairs and 20% of costs for replacement windows, storm windows, miscellaneous removals and flashing repairs/replacement, up to \$10,000.00.*

**CARRIED.**

ITEM 5.5A      APPLICATION FOR A HERITAGE PRESERVATION GRANT 11-12  
DAN TANAKA & KERRY JO PARKER, 6 QUEEN SQUARE SOUTH

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant Renewal for masonry repairs completed in 2010 (CofA 09-04A).

On October 14, 2009, the Board approved Heritage Maintenance Grant 09-04A for the above described work. The masonry work was actually undertaken in September of 2010. However due to oversights on the parts of both the owners and Heritage staff, a grant for this work was not subsequently re-applied for in 2010.

The present application is an effort to address this oversight. He recommended approval.

The Board suggested that building owners be reminded that grants are available on a calendar year basis and that they would need to re-apply the following year for a new grant for any work that is carried over.

*MOVED by Richard Gradon, SECONDED by Colin Waldschutz to approve an application for a Heritage Preservation Grant of 20% of costs, up to \$1,000.00 for masonry repairs.*

**CARRIED.**

**ITEM 5.6A      APPLICATION FOR A HERITAGE PRESERVATION GRANT 11-13  
ARCF DE SAINT-JEAN, 125 PRINCE WILLIAM STREET  
& 60 WATER STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant Renewal for the installation of a new storefront, replacement of the non-original second floor windows with new camber-topped wood windows, repair and /or replacement of the sandstone lintels and sills at the third floor windows, infill of the existing exhaust fan opening with brick and repointing of the facade.

For the Board's information, this grant is in reference to an application for Heritage Permit [Certificate of Appropriateness 2010-10A] which was approved by the Board on September 1, 2010. A Heritage Rehabilitation Grant [2010-10A] was also approved by the Board on September 1, 2010; however the undertaking of the work was deferred until this year.

A Conservation Plan [2010] is in place for the building which is located in the Trinity Royal Heritage Conservation Area. He recommended approval.

*MOVED by Richard Gradon, SECONDED by Colin Waldschutz to approve a Heritage Rehabilitation Grant of 20% of costs for storefront work and window replacement and 40% of costs for window repairs and masonry work, up to a total of \$10,000.00.*

**CARRIED.**

**ITEM 6.0      REPORTS**

**ITEM 6.1      HERITAGE DEVELOPMENT BOARD APPOINTMENTS**

Staff advised the Board that Gordon Hewitt was appointed as a member of the Board as of February 28, 2011. Mr. Hewitt will be notified of his appointment.

Leona will write a letter to the Nominating Committee regarding the remaining vacancy.

**ITEM 7.0      OTHER BUSINESS**

**ITEM 7.1      CONSTRUCTION SEASON FLYER**

The Board requested that staff forward them a copy of last year's construction season flyer for their review. It was suggested that information about the heritage grant program be highlighted in the flyer, specifically that a good portion of the available 2011 grant



funds have been allocated and that funding is dependent on Council for approval annually.

Jacqueline explained that the City of Saint John sends out a flyer called Insight to all city residents and that including heritage information in this mailing would be a good way to reach more than just the heritage residents.

ITEM 8.0      NEXT MEETING

The next scheduled regular meeting is for March 16<sup>th</sup>, 2011.

ITEM 9.0      ADJOURNMENT

There being no further business, the meeting adjourned at 7:00 p.m.



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Jeff Gauley,  
Secretary/Heritage Officer

JG: JF



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Jacqueline Hamilton,  
Deputy Commissioner