



The City of Saint John

HERITAGE DEVELOPMENT BOARD

OF

THE CITY OF SAINT JOHN

WEDNESDAY, MARCH 30TH, 2011

The regular 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
Alex Pesold
Grant Heckman

Jill Flecknell, Recording Secretary
Jeff Gauley, Secretary/Heritage Officer

REGRETS:

Jacqueline Hamilton, Deputy Commissioner
Jim Bezanson, Secretary/ Heritage Development Officer
Councillor Donnie Snook
Colin Waldschutz, 2nd Vice Chair
Richard Gradon
Heather Urquhart
Gordon Hewitt

ITEM 1.0 AGENDA

The following items were added to the agenda for discussion under Other Business:

*Item 7.1 Practical Conservation Guidelines - Staff Report;
Item 7.2 New Heritage Residents; and
Item 7.3 St. Vincent's*

***MOVED** by Grant Heckman, **SECONDED** by Alex Pesold, to approve the agenda, as amended.*

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE MARCH 16TH 2011 MEETING

***MOVED** by Alex Pesold, **SECONDED** by Grant Heckman, to approve the March 16th, 2011 minutes.*

CARRIED.



SAINT JOHN

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

Jill Higgins, the designer representing the application (11-19) for 190 Douglas Avenue, was in attendance.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTSITEM 5.1A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-01A
CANTERBURY INVESTMENTS LTD., 47-51 CANTERBURY STREET

Jeff Gauley advised the Board that the application is to replace roofing materials and repair windows. He recommended approval.

ITEM 5.1B DRAFT CERTIFICATE OF APPROPRIATENESS 11-01A
CANTERBURY INVESTMENTS LTD., 47-51 CANTERBURY STREET

***MOVED** by Alex Pesold, **SECONDED** by Grant Heckman, to approve the recommendation:*

***Remove** existing built-up roofing material to expose existing roof deck;*

***Repair/** replace as necessary, existing roof deck;*

***Repair,** and/or replace as necessary, any deteriorated metal roof edge flashings, using material to match the gauge and profile of the original flashing;*

***Install** layer of recovery board, or protection board, with minimum 12 flange washers per 3'x4' [900mm x 1200mm] sheet;*

***Install** new modified membrane roofing material, consisting of 180 lb base sheet (mop-on with hot tar) and 250 lb cap sheet (torch-on);*

***Remove** loose and deteriorated paint from existing windows and trim components, using infrared heat guns or hand scrapers. DO NOT USE OPEN FLAME OF PROPANE TORCH (flame may wick into building with disastrous results);*

***Repair,** and/or replace as necessary, deteriorated or missing window and trim components, matching originals in size, materials and detailing;*

***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 to be carried out under the following conditions:

1. The proposed work to be carried out using traditional detailing and materials as required under Section 8 of the Saint John Heritage Conservation Areas By-law;
2. The Buildings & Inspections Services Department be contacted for necessary permits; and
3. No work shall commence until 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 April 14, 2011.

CARRIED.

ITEM 5.1C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-01A
CANTERBURY INVESTMENTS LTD., 47-51 CANTERBURY STREET

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to replace roofing materials and repair windows. A Conservation Plan [2009] is in place for the building, located in the Trinity Royal Heritage Conservation Area. He recommended approval.

MOVED by Grant Heckman, SECONDED by Alex Pesold to approve a Heritage Rehabilitation Grant of 20% of costs for roofing replacement work and 40% of costs for window repairs, up to a maximum of \$6,000.00, based on estimated project costs.

CARRIED.

ITEM 5.2A APPLICATION FOR A HERITAGE CONSERVATION PLAN GRANT 11-12A
KERRY JO PARKER & DAN TANAKA., 6 QUEEN SQUARE SOUTH

Jeff Gauley advised the Board that the application is for a Heritage Conservation Plan Grant to have a design professional prepare a Conservation Plan for the residential building located in the Trinity Royal Heritage Conservation Area. He recommended approval.

MOVED by Grant Heckman, SECONDED by Alex Pesold to approve a Heritage Conservation Plan Grant of 50% of costs, up to \$1,250.00, to have a design professional prepare a Conservation Plan.

CARRIED.

ITEM 5.3A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-17
GREG COOK & LESLIE JEFFERIES., 156 SYDNEY STREET

Jeff Gauley advised the Board that the application is to replace roofing materials, repair/replace roof edge flashings and repair decorative leaded glass windows. He recommended approval.

ITEM 5.3B DRAFT CERTIFICATE OF APPROPRIATENESS 11-17
GREG COOK & LESLIE JEFFERIES., 156 SYDNEY STREET

MOVED by Grant Heckman, SECONDED by Alex Pesold, to approve the recommendation:

Remove existing built-up roofing material to expose existing roof deck;

Repair/ replace as necessary, existing roof deck;

Repair/ replace as necessary, existing metal flashings, using new material to match original materials and detailing;

Install layer of recovery board, or protection board, with minimum 12 flange washers per 3'x4' [900mm x 1200mm] sheet;

Install new modified membrane roofing material, consisting of 180 lb base sheet (mop-on with hot tar) and 250 lb cap sheet (torch-on);

Remove loose and deteriorated paint and/or varnish from existing stained glass windows and 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);

Remove old and deteriorated putty, repair and/or replace as necessary, any cracked, broken, or missing decorative glass and /or deteriorated (fatigued) lead caning, and re-putty;

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;

Scrub all surfaces to be painted or re-varnished with TSP (tri-sodium phosphate); rinse thoroughly with clean water; allow surfaces to dry completely prior to painting (typically 3 days);

Prime and paint, and/or re-varnish, all wood components using the existing approved colour scheme in keeping with guidelines found in Practical Conservation Guidelines for Paint & Colour.

This work to be carried out under the following conditions:

1. The proposed work to be carried out using traditional detailing and materials as required under Section 8 of the Saint John Heritage Conservation Areas By-law;
2. The Buildings & Inspections Services Department be contacted for necessary permits, and
3. No work shall commence until 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 April 14, 2011.

CARRIED.

ITEM 5.3C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-17
GREG COOK & LESLIE JEFFERIES., 156 SYDNEY STREET

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to replace roofing materials, repair/replace roof edge flashings and repair decorative leaded glass windows. A Conservation Plan [2009] is in place for the building, located in the Trinity Royal Heritage Conservation Area. He recommended approval.

***MOVED** by Alex Pesold, **SECONDED** by Grant Heckman to approve a Heritage Rehabilitation Grant of 20% of costs to undertake roofing repairs and 40% of costs to repair decorative leaded glass windows, up to a maximum grant of \$5,000.00.*

CARRIED.

ITEM 5.4 APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-18
DAVID CURREN & JEFF MCCANNA., 200 PRINCESS STREET

Jeff Gauley advised the Board that the application is for an application for a Heritage Rehabilitation Grant for brick repointing and flashing repairs. A Conservation Plan [2008] is in place for the building which is part of a row house located in the Princess Street Heritage Conservation Area. He recommended approval.

***MOVED** by Grant Heckman, **SECONDED** by Alex Pesold to approve a Heritage Rehabilitation Grant for 40% of costs for brick repointing and 20% of costs for flashing repair work, up to a maximum of \$5,000.00, based on estimated project costs.*

CARRIED.

ITEM 5.5A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-19
GREG COLLINS, 190 DOUGLAS AVENUE

Jeff Gauley advised the Board that the application is to construct a new 3-unit residential infill building on Douglas Avenue. The proposed development is to be undertaken on a newly subdivided [vacant] portion of a previously existing heritage-designated building site [186 Douglas Avenue], located in the Douglas Avenue Heritage Conservation Area.

New developments in a Heritage Conservation Area must meet the Standards for New (Infill) Construction which forms Section 9 of the Saint John Heritage Conservation Areas By-Law. He recommended approval.

ITEM 5.5B DRAFT CERTIFICATE OF APPROPRIATENESS 11-19
GREG COLLINS., 190 DOUGLAS AVENUE

***MOVED** by Grant Heckman, **SECONDED** by Alex Pesold, to approve the recommendation with the understanding that the design details and paint colour selection return to the Board for approval and that the decision on the vinyl windows be deferred until a sample of the proposed window type is provided for review and until a larger number of the Board is present for discussion:*

Construct a new 3-unit residential infill building on Douglas Avenue, as follows:

SETBACKS:

As per proposal drawings, front yard setback from property line to the main face of the building, is approximately 25'0" [7.6 m] and includes a [bay window] projection into the front yard area;

SIDE YARDS:

As per proposal drawings, sideyard to the north varies from 6'-6" [2.0 m] to 9'-4" [2.8 m] and is to be separated from the existing property to the north by a shared driveway [shared right-of-way]; the proposed side yard to the south is 4'-0" wide;

HEIGHT:

As per proposal drawings, building height meets the by-law requirement calculation;

HEIGHT/WIDTH RATIO:

As per proposal drawing, includes stacked window-bay to articulate the massing;

FACADE OPENING/WALL RATIO:

As per proposal drawings;

DIMENSIONS OF WINDOWS:

As per proposal drawings, includes bay windows and mulled-together windows [rear];

ROOF:

As per proposal drawings – flat roof;

ENTRIES:

As per proposal drawings, but with additional attention to detailing of the brackets, entablature, pilasters and wood door [to the satisfaction of Heritage Staff];

MATERIALS & DETAILING:

As per proposal drawings, includes wood clapboards on the principal facade and non-traditional cementitious board siding for the side and rear facades; windows on the front facade are to be traditional single-hung vertical-sliding 2-over-2 wood windows and windows on the side and rear facades are to be coloured vinyl windows of the same traditional 2-over-2 configuration.

Additional attention is to be applied to the detailing of the roof cornice window entablatures and brackets as well as panels of bay window structure on the front façade [to the satisfaction of Heritage Staff].

This work is to be carried out under the following conditions:

1. The proposed work to be carried out as required under Section 9 of the Saint John Heritage Conservation Areas By-law;
2. The Buildings & Inspections Services Department be contacted for necessary permits, and
3. No work shall commence until 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 April 14, 2011.

Jeff Gauley acknowledged that to date the Board has not approved vinyl windows on a project in a Heritage Conservation Area. He noted that infill projects in a Heritage Conservation Area are subject to the Standards for New (Infill) Construction, which forms Section 9 of the Saint John Heritage Conservation Areas By-Law, which allows for the use of compatible contemporary materials.

Mr. Gauley also noted that the vinyl windows are proposed for the sides and rear of the building only. He recommended that the Board defer approval of the vinyl window option until a mock up of the proposed coloured vinyl window could be provided for the Board's review. Jill Higgins informed the Board that a mock up would be ready for their April 27th meeting.

Heritage staff also noted that additional embellishments could be included around the front door to better emphasize the entrance. Paint colour selections for the building have also not yet been made. Leona Laracey explained that these two items should be brought back to the Board for approval when the mock up of the vinyl window was ready for review.

Leona Laracey explained that there is flexibility for the Board to allow the use of contemporary materials when there are valid reasons for doing so. She explained that it would be in the Board's best interest to defer these aspects of the application until the mock up window could be reviewed and a full discussion could take place to allow the Board to make a more informed decision.

CARRIED.

ITEM 5.5C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-19
GREG COLLINS., 190 DOUGLAS AVENUE

It was recommended the Item be deferred, pending resolution of the remaining details of the application for Heritage Permit [Certificate of Appropriateness] 11-19

MOVED by Grant Heckman, SECONDED by Alex Pesold to defer the Heritage Rehabilitation Grant until the application is complete.

CARRIED.

ITEM 6.0 REPORTS

There were no reports.

ITEM 7.0 OTHER BUSINESS

ITEM 7.1 PRACTICAL CONSERVATION GUIDELINES - STAFF REPORT

The Chair circulated a memo prior to the meeting following up on the previous meeting's discussion on the authority of the Practical Conservation Guidelines, specifically regarding paint colour selection. Board members were in agreement that staff provide guidance, by preparing a staff report.

MOVED by Alex Pesold, ***SECONDED*** by Grant Heckman to request a staff report on the nature of the guidelines and the role and authority of the Board in their enforcement.

CARRIED.

ITEM 7.2 NEW HERITAGE RESIDENTS PROTOCOL

Colin Waldschutz provided a memo to the Chair that he had noticed on the CHSJ blog that there were two buildings on Prince William Street in the Trinity Royal Heritage Conservation Area that had recently changed ownership. He questioned whether there was a protocol in place that allows staff to become aware of new heritage property owners and whether those new owners are notified of the need for heritage permits and the benefits of the grant program.

It was noted that the construction season flyer reaches everyone annually at least, but that no policies or methods to notify new owners is currently in place.

ITEM 7.3 ST. VINCENT'S-SISTERS OF CHARITY UPDATE

Leona Laracey updated the Board that she has had two brief conversations with Sister Mary Beth McCurdy, who is the Mother General of the Sisters of Charity. Sister McCurdy agreed that they would have an open decision-making process with regard to the future of the buildings along Cliff Street. To date they have not made any definite decisions. They will keep in touch with the Board and advise them of their progress.

ITEM 8.0 NEXT MEETING

The next scheduled regular meeting is for April 13th, 2011.

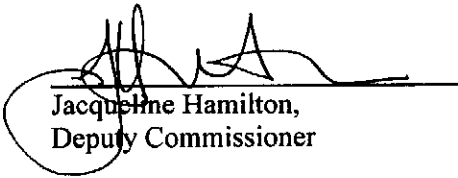
ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 6:50 p.m.



Jeff Gauley,
Secretary/Heritage Officer

JG: JF



Jacqueline Hamilton,
Deputy Commissioner