

**HERITAGE DEVELOPMENT BOARD
OF
THE CITY OF SAINT JOHN
WEDNESDAY MARCH 6TH, 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
 Elizabeth McGahan
 Alex Pesold
 Colin Waldschutz

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

REGRETS: Jim Bezanson, Secretary/Heritage Development Officer
 Councillor Donna Reardon

ITEM 1.0 AGENDA

The following item was added for discussion under Other Business:

- 7.1 Decimal 81 c/o Brad Richard, 81 Princess Street*
- 7.2 Building Inspection Information*
- 7.3 Nominating Committee*

MOVED by Elizabeth McGahan, ***SECONDED*** by Gord Hewitt, to approve the agenda as amended.

CARRIED.

ITEM 2.0 MINUTES**ITEM 2.1 MINUTES OF THE FEBRUARY 20, 2013 MEETING**

Clarification made to item 7.2 on page three to include “at fair market value”.
MOVED by Elizabeth McGahan, SECONDED by Patrick McCaffrey to approve the February 20, 2013 minutes as amended.

CARRIED.

ITEM 3.0 BUSINESS ARISING

Moved to Other Business.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

Lynn Logan & Roland Pinet were present representing the 134 Sydney Street application.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS

The Board agreed to review *item 5.1 134 Sydney Street* first as Ms. Lynn Logan & Mr. Roland Pinet were present for the application and move Business Arising items to Other Business.

**ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2013-02
LYNN LOGAN & ROLAND PINET, 134 SYDNEY STREET**

Alice Fudge advised the application is for a previously constructed wood fire escape following Practical Conservation Guidelines for *Stairs, Decks & Fire Escapes*. She recommended approval.

**ITEM 5.1A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-02
LYNN LOGAN & ROLAND PINET, 134 SYDNEY STREET**

Lynn Logan and Roland Pinet explained that they intend to complete the proposed decorative details to their fire escape by the end of August 2013 and on the Board’s suggestion they will remove the galvanized lag bolts and replace them with stainless steel lag bolts to prevent corrosion over time. Ms. Logan advised that it was their hope to stain the fire escape once the wood has weathered. Alice Fudge explained that she would work with the applicants to ensure that an appropriate colour of stain was selected from the approved heritage palette.

Board members amended the motion to include a date of completion for the decorative details and installation of stainless steel bolts, which the applicants agreed that the work would be completed by August 31, 2013.

MOVED by Patrick McCaffrey, ***SECONDED*** by Alex Pesold to approve the following:

Install a new 3-level wood fire escape, at East side of building. Include capped 6 x 6 (150 x 150 mm) posts with ¾" chamfered edges, 2 x 2 (40 x 50 mm) railing balusters and 2x4" hand rail, in keeping with *Stairs, Decks & Fire Escapes* (see attached plans);

Replace existing Galvanized steel lag bolts (6" and 8") with Stainless steel bolts;

Paint structure with a staff-approved coloured wood stain;

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 9(1)(k) of the Saint John Preservation Areas By-law;
2. The Buildings & Inspections Services Department be contacted for necessary permits,
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 March 21, 2013, and
4. The proposed work to be completed by August 31st, 2013, excluding staining.

CARRIED

**ITEM 5.2A APPLICATION FOR A HERITAGE PERMIT 2013-08
CARL KILLEN, 159-161 ORANGE STREET**

Leona Laracey reviewed the application for a Heritage Permit [Certificate of Appropriateness] to remove existing and install new wood clap boards and paint exterior of entire building, including window components and trim, using the approved Heritage color scheme.

Alice Fudge explained that the existing siding is a mixture of deteriorating wood clap boards and shingles. She indicated that for the conservation of the building re-cladding the exterior has been proposed by the applicant. The new wooden clapboard and existing window trim will also be primed and painted using a three-colour scheme in keeping with the historical paint palette as previously approved by the Heritage staff on CoA 02-30.

Ms. Fudge reviewed the property showing that the West wall of the building faces a neighbouring residential building, divided by a small driveway. She explained that after consulting Buildings & Inspection Services, it was decided a non-combustible cladding material is necessary to meet the National Building Code of Canada, section 9.10.14.5, due to its proximity to the neighboring building. As a

proactive approach a cement board product for siding is recommended for the West side of the house.

The Board held a lengthy discussion regarding the importance of stressing to heritage homeowners to preserve whenever possible the heritage character of their building. The Board requested that staff meet with the applicant to discuss the potential for repairing the existing wood shingles and wood clapboard siding to preserve the character defining elements of the property, instead of replacing it entirely.

MOVED by Colin Waldschutz, SECONDED by Elizabeth McGahan to table the application until information is received from staff regarding the extent of the replacement of existing wood clapboards that would be required and until discussions have taken place with the homeowner as to the possibilities of just repairing should a smaller portion of the west wall require replacement.

CARRIED.

ITEM 6.0 REPORTS

6.1 2012 HERITAGE GRANTS: REPORT REGARDING APPROVAL OF REVISED GRANTS

Acting Commissioner, Amy Poffenroth advised the Board that on September 19th, 2012 the Heritage Development Board had made a 'blanket motion' to approve the previously tabled grants totalling \$91,760.00 under the assumption that all of those grant applicants would meet the November 30th, 2012 submission deadline and comply with the conditions outlined on the Certificate of Appropriateness'.

Ms. Poffenroth explained that it was understood that any unused allocations would then be made available to those grant applicants remaining on the "waiting list" that had submitted on time, complied with the conditions and would be awarded in a priority sequence based on date of approval. Due to a decrease in the number of submissions and changes made to the grant funding ratio, there is 2012 grant funding available to applications on the waiting list; a list was provided to the Board outlining the remaining applications that have made successful submissions. She explained that these "waiting list" grant applications were never lifted from the table. In order to proceed with payment, it is necessary for the Heritage Development Board to lift the applications from the table in a blanket motion.

MOVED by Colin Waldschutz, SECONDED by Alex Pesold to approve the previously tabled Grants in a 'blanket motion' as follows, so that payment may be released.

That the Heritage Development Board approve the previously tabled Grants in a 'blanket motion' as follows, so that payment may be released.

- a) Eric & Michelle Falkjar, 160 Sydney Street [Heritage Conservation Grant 12-26A] for up to \$500.00
- b) Eric & Michelle Falkjar, 160 Sydney Street [Heritage Conservation Grant 12-26B] for up to \$1,000.00
- c) Jim Bezanson, 191 Princess Street [Heritage Conservation Grant 12-31] for up to \$5,000.00
- d) Carolyn Lawton, 266 Lancaster Ave [Heritage Conservation Grant 12-41A] for up to \$5,000.00
- e) Revolution Strategy, 86 Prince William Street [Heritage Maintenance Grant 12-39] for up to \$500.00
- f) Bill & Nancy Thorne, 266 Prince William Street [Heritage Maintenance Grant 12-55] for up to \$500.00
- g) George Vlamakis, 188 Princess Street [Heritage Maintenance Grant 12-56] for up to \$500.00
- h) Historica Court/Keith Brideau, 55 Canterbury Street [Heritage Conservation Grant 12-60] for up to \$2,000.00
- i) Jim Bezanson, 66 Sydney Street [Heritage Conservation Grant 12-16 renewal of 11-28A & 11-28B] for up to \$5,000.00
- j) Jim Bezanson, 114 Wentworth Street [Heritage Conservation Grant 12-32 renewal of 11-58] for up to \$5,000.00
- k) Jim Bezanson, 116 Wentworth Street [Heritage Conservation Grant 12-33 renewal of 10-48] for up to \$5,000.00
- l) Greg Cook & Leslie Jeffrey, 156 Sydney Street [Heritage Conservation Grant 12-43] for up to \$5,000.00

CARRIED.

Amy Poffenroth advised the Board that there have been several 2012 grant applicants that will be receiving correspondence that their grant application has been denied. She explained that in some cases the conditions outlined on the Certificate of Appropriateness have not been met, particularly the requirement to have an issued Building Permit prior to work being undertaken. The Board was in

agreement with staff, that grant applicants must follow the conditions of their Certificate of Appropriateness to be awarded funding.

6.2 HERITAGE GRANT PROGRAM: CLARIFICATION & RECOMMENDATION

Acting Commissioner Amy Poffenroth advised the Board that during the 2012 Grant approval review process, many potential areas for improvement were noted and hopefully will be addressed this year, resources permitting. Ms. Poffenroth identified one issue that requires clarification by the Heritage Development Board prior to staff proceeding with more grant approval recommendations for 2013.

She explained that it is understood by staff that the maximum grant funding approved in any given year is based on a per property basis. Ms. Poffenroth explained that in New Brunswick, a property is identified by Property Identification Number, or PID. In highly dense areas of the City, particularly in the City's designated Heritage Areas, it is very common for a property (identified by PID) to have multiple civic addresses. There are many examples of properties in the City where there is one building on the PID, with multiple civic addresses, and multiple doorways into the building. One doorway may even be on a different street, in the situation of a corner lot.

While the Board agreed in general principle that there should only be one grant per PID per year, the Board discussed that there are cases where a PID has multiple commercial tenants and that a generic rule of limiting one grant per PID in this case would not be the intent of the heritage grant program. It was discussed that when such cases arise that staff provide this information as background in the report to the Board and it be approved on a case by case basis. The Board asked staff to come back with the appropriate language that would cover these special cases, prior to formal approval by the Board.

ITEM 7.0 OTHER BUSINESS

7.1 LAND GAZETTE

Acting Commissioner Amy Poffenroth explained that the City has begun to use a service provided by Service New Brunswick called Land Gazette. Land Gazette allows municipalities the opportunity to attach a variety of notices to property identification numbers (PIDs). Ms. Poffenroth explained that it has been launched in the Building & Inspections department recently and has resulted in increased compliance. She advised the Board that staff have recently added a notice to heritage designated PIDs that applies a notice outlining the Heritage Conservation Areas By-Law to each PID. Staff noted that there are 580 designated heritage Property identification numbers.

Board members discussed the benefits of Land Gazette such as being a tool to increase in heritage awareness. Board members discussed that it would a great

opportunity for the Board to write a letter about the use of Land Gazette and send it to the Real Estate Board as well as the Law Society of Saint John.

7.2 78 PRINCE WILLIAM STREET

Councillor Susan Fullerton requested that the Heritage Development Board provide communication to the owner of 78 Prince William Street, Hazen Investments on the potential for his building. This request comes following the denial of his Rezoning application which was considered by Common Council at a public hearing held on Monday, January 28, 2013.

Elizabeth McGahan explained to the Board that she could access a historical photo from her colleagues at the NB Museum of 78 Prince William Street. Board members discussed sending a letter to the owner citing the benefits of the heritage grant program, along with the historical photo. It was suggested that perhaps the restoration of storefront would create some appeal to potential commercial tenants.

7.3 DECIMAL 81 C/O BRAD RICHARD, 81 PRINCESS STREET

At the February 6th, 2013 meeting Leona Laracey provided Board members with a hand out summarizing the considerations made to-date by the subcommittee for a Board Policy with regards to exterior window treatments and other oddities. It was determined at the meeting that staff be given the opportunity to research awning/window treatment guidelines that are in place in other municipalities with heritage guidelines and will report back to the Board.

Owner of Decimal 81 Brad Richard, at 81 Princess Street requested an update on the status of his application for window treatments, which was tabled at the December 12th, 2012 meeting. Board members responded that they would add the application to the April 3rd, 2013 meeting for consideration following a full discussion of the Practical Preservation Guidelines for Awnings and the submission by the sub-committee.

7.4 BUILDING INSPECTION INFORMATION

Acting Commissioner, Amy Poffenroth clarified with the Heritage Development Board that as the Chief Building Inspector, she would be able to discuss procedures and processes used in the Building & Inspections department. Ms. Poffenroth explained that due to privacy regulations there are details pertaining to properties which is not public information, such as violations and particular discussions with property owners.

7.5 NOMINATING COMMITTEE

Amy Poffenroth updated the Board that the Nominating Committee met but they did not fill the two vacancies of the Heritage Development Board. Board members expressed their concerns that without a full membership it causes difficulties ensuring that quorum is met. Ms. Poffenroth suggested that Board members contact the Common Clerk's office for further details.

ITEM 8.0 **NEXT MEETING**

The next regular Board meeting will be held March 20th, 2013, at 5:30 pm.

ITEM 9.0 **ADJOURNMENT**

There being no further business, the meeting adjourned 7:55 PM

Amy Poffenroth, P.Eng, MBA
Acting Commissioner