



The City of Saint John

HERITAGE DEVELOPMENT BOARD  
OF  
THE CITY OF SAINT JOHN

WEDNESDAY, MAY 11<sup>TH</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, 2<sup>nd</sup> Vice Chair  
  Alex Pesold  
  Richard Gradon  
  Heather Urquhart  
  Gordon Hewitt

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

REGRETS:                            Jacqueline Hamilton, Deputy Commissioner  
  Jim Bezanson, Secretary/ Heritage Development Officer  
  Grant Heckman  
  Councillor Donnie Snook

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**ITEM 1.0           AGENDA**

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

*Item 3.5 Heritage Canada Foundation Awards  
Item 3.6 Sisters of Charity*

***MOVED*** by Richard Gradon, ***SECONDED*** by Gordon Hewitt, to approve the agenda, as amended.

***CARRIED.***

**ITEM 2.0           MINUTES**

**ITEM 2.1           MINUTES OF THE APRIL 27<sup>TH</sup>, 2011 MEETING**

***MOVED*** by Colin Waldschutz, ***SECONDED*** by Heather Urquhart, to approve the April 27<sup>th</sup>, 2011 minutes as presented.

***CARRIED.***



**ITEM 3.0 BUSINESS ARISING****ITEM 3.1 MARK & DAVID HAYWARD, 85 PRINCESS STREET**

Jeff Gauley informed the Board that concerns surrounding repointing proceeding in low temperatures without a heater and a "tarped-in" work area had been addressed. A letter was sent to the owners and they had responded that precautions were being undertaken and that the contractor was aware of and would be following the conditions on the Certificate of Appropriateness.

Board members questioned whether the temperature conditions required by the Certificate of Appropriateness were too restrictive and should be reviewed. Staff agreed to review the existing requirements.

**ITEM 3.2 #655621 NB LTD./MIKE MELVIN, 198 PRINCESS STREET**

Jeff Gauley reviewed this application as a follow up to concerns expressed by the Board relating to a potential stair-related building code violation. He indicated to Board members that the applicant intends to submit a subsequent application to address this issue.

**ITEM 3.3 WATER STREET DINNER THEATRE**

It was noted at the April 27<sup>th</sup> meeting that approval of the Certificate of Appropriateness for installation of the marquee sign was conditional on the removal of the Alpine banner sign on the same side of the building. Jeff Gauley advised the Board that he had contacted the owner and the owner said that it was his understanding that the sign installers were to take the banner down when they installed the marquee sign. He said that it would be taken down in the next week.

**ITEM 3.4 GREG COLLINS, 190 DOUGLAS AVENUE**

At the March 30<sup>th</sup> meeting, it was decided that additional detailing was to be incorporated on the front facade, at the bay window panels, the window headers and at the front door to better emphasize the entrance. Also paint colour selections for the building had not yet been made. These two items were to have been brought back to the Board for approval when the mock up vinyl window was ready for review as the application included a proposed option to use vinyl windows on the side and rear facades.

Chair Leona Laracey 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. Section 9 allows for the use of compatible contemporary materials, provided they have the appearance of traditional materials.

Designer Jill Higgins and property owner Greg Collins introduced themselves to the Board and provided a new drawing of the proposed infill building. The new drawing showed enhanced mouldings added to the front bay windows and further embellishment to the other windows and to the front door. It was noted that the front entry door had been revised to a double door. Jeff Gauley presented the Board with the proposed colours, selected from the Benjamin Moore Historical colour palette. A mock up of the proposed coloured vinyl window was on display for Board members to review. Jill Higgins

explained that the proposed vinyl windows would be the same navy blue as proposed for the trim on the house.

Greg Collins explained that cost was his main criteria in deciding to use vinyl windows on the sides and rear of the property, while fitting in with the traditional appearance of the surrounding homes was his reason for using wooden windows on the front facade. He explained that to be allowed to use vinyl over the traditional wood windows typically approved would result in a major saving.

Chair, Leona Laracey noted that another property within the city's Heritage Conservation Area has recently installed vinyl windows without an approved Certificate of Appropriateness to do so.

*MOVED by Alex Pesold, SECONDED by Colin Waldschutz, to allow the use of coloured vinyl windows that have the same proportions and 2/2 configuration as the approved wood windows on the sides and rear of the new infill building at 190 Douglas Avenue.*

**CARRIED.**

Jill Higgins and Greg Collins left the meeting.

Jeff Gauley explained that the associated grant application for this infill project had been tabled at the March 30<sup>th</sup> Board meeting, pending the decision on the windows and the submission of both paint colours and revisions to the detailing on the front facade.

The application was for a Heritage Grant of 20% of costs, up to \$5,000.00, to construct a new 3-unit residential infill building, provided wood siding, wood trim and wood windows similar in appearance to those of the existing residences in the Douglas Avenue Heritage Conservation Area were incorporated.

There was also an application for a Design/Conservation Plan Grant of 50% of costs, up to \$1,750.00, based on a fee of \$3,500.00, to prepare a conceptual design for a new (infill) project to fit within the Douglas Avenue Heritage Conservation Area.

Board members agreed that grant funding for construction work be made available for the front facade only and that no funding be provided for the use of contemporary materials. It was noted that the Heritage Grant program is intended to encourage the use of traditional materials and that funds should be made available for that alone.

It was discussed that terminology relating to design grants should be formalized by staff, as the Board was unfamiliar with what work was eligible for such a grant. It was agreed that the wording be revised and that the application concerning the design grant be tabled until a staff report had been presented to the Board.

*MOVED by Colin Waldschutz, SECONDED by Alex Pesold to approve a Heritage Grant of 20% of costs, up to \$5,000.00, to construct a new 3-unit residential infill building, provided wood siding, wood trim and wood windows similar in appearance to those of the existing residences in the Douglas Avenue Heritage Conservation Area are incorporated.*

**CARRIED.**

**ITEM 3.5 HERITAGE CANADA FOUNDATION AWARDS**

Leona Laracey explained that she had been informed that Commercial Properties is not eligible as a nominee for the Heritage Canada Foundation Award, as Mr. Irving sits on the Board of Governors of that Foundation. It was agreed that the Canterbury Dental Clinic would be forwarded as a replacement nomination for the National Achievement Award.

The Board had also nominated Heritage Development Officer Jim Bezanson to receive the Gabrielle Leger Award; unfortunately that award is not given out on an annual basis. Harold Wright and Joan Pierce had prepared background materials to support the submission of Mr. Bezanson as a nominee. Since the award will not be offered this year Mr. Wright will hold onto those documents until such time as he can submit them. The Board has provided a letter of recommendation for Mr. Wright to include in his nomination package.

**ITEM 3.6 SISTERS OF CHARITY**

Ms. Laracey updated the Board members that Sister Mary Beth McCurdy will be in touch with herself and Jim Bezanson for a meeting regarding the future of the diocese-owned buildings on Cliff Street when she returns to the City on May 18<sup>th</sup>.

**ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS**

Jill Higgins, designer, and Greg Collins, the owner, representing the application (11-19) for 190 Douglas Avenue, discussed under Business Arising, were in attendance.

**ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS****ITEM 5.1A APPLICATION FOR A HERITAGE CONSERVATION PLAN GRANT 11-20A  
TIMOTHY JONES, 181-183 PRINCESS STREET**

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 Princess Street Heritage Conservation Area. He recommended approval.

*MOVED by Richard Gradon, SECONDED by Heather Urquhart to approve a Heritage Conservation Plan Grant of 50% of costs, up to \$1,750.00, to have a Conservation Plan prepared.*

**CARRIED.**

**ITEM 5.2A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-20B  
TIMOTHY JONES, 181-183 PRINCESS STREET**

Jeff Gauley reviewed the application to remove parging at the brick foundation and repoint brickwork. He recommended approval.

**ITEM 5.2B DRAFT CERTIFICATE OF APPROPRIATENESS 11-20B  
TIMOTHY JONES, 181-183 PRINCESS STREET**

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

**Remove** stucco cladding/parging from foundation walls;

**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;

**Replace** spalled or damaged bricks with salvaged pressed brick to match original brick in colour, size, and porosity;

**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 and no greater than 28 degrees ambient temperature.**

**Wash** down masonry using a 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 will 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 May 26, 2011;
4. No work shall commence until a start-up meeting has been held on site with Heritage staff to review procedures;

5. A test area will be prepared for review by Heritage staff following the start-up meeting and before commencement of the work.

**CARRIED.**

**ITEM 5.2C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-20B  
TIMOTHY JONES, 181-183 PRINCESS STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to remove parging at the brick foundation and repoint brickwork.

A Conservation Plan is being prepared for the building, located in the Princess Street Heritage Conservation Area.

On April 13, 2011, the Board approved Heritage Preservation Grant 2011-20 to replace existing fire-damaged non-original vinyl windows at rear of building, infill an existing partially infilled opening, repair damaged siding/trim and paint.

Note: The combined value of the grants 2011-20 and 2011-20B is not to exceed \$2,500.00, provided a Conservation Plan has been received; and shall not exceed \$1,000.00, if no Conservation Plan is received. He recommended approval

*MOVED by Colin Waldschutz, SECONDED by Gordon Hewitt to approve a Heritage Rehabilitation Grant of 40% of costs for masonry repairs, up to a maximum of \$1,500.00, pending receipt of a completed Conservation Plan.*

**CARRIED.**

**ITEM 5.3A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-37  
DENNIS BARRETT, 32 QUEEN SQUARE SOUTH**

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Jeff Gauley advised the Board that the application is for sandstone stair repairs/repointing and repointing of masonry around the windows of the front facade. He recommended approval.

**ITEM 5.3B DRAFT CERTIFICATE OF APPROPRIATENESS 11-37  
DENNIS BARRETT, 32 QUEEN SQUARE SOUTH**

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*MOVED by Richard Gradon, SECONDED by Alex Pesold to approve the recommendation:*

**Repair** (re-instate to original position) sandstone stairs and stair bulkhead blocks @ main entry – stone is to be re-installed and shimmed to level with wooden wedges;

**Remove** loose and deteriorated mortar at stairs and window surrounds, using hand tools – DO NOT USE GRINDERS;

Joints to be raked out not to exceed original joint width; Do not round corners of stone;

**Install** replacement stone [dutchman pieces] where required, using stone of similar size and colour;

**Repoint** existing stone, lay new stone and fill smaller voids, 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 May 26, 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 mortar;
5. A test area will be prepared for review by Heritage staff following the start-up meeting and before commencement of the work.

**CARRIED.**

**ITEM 5.3C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-37**  
**DENNIS BARRETT, 32 QUEEN SQUARE SOUTH**

Jeff Gauley advised the Board that the application is for sandstone stair repairs/repointing and repointing of masonry around windows.

A Conservation Plan [1995] is in place for the building, located at the south side of Queen Square in the Trinity Royal Heritage Conservation Area. He recommended approval.

***MOVED** by Colin Waldschutz, **SECONDED** by Alex Pesold to approve a Heritage Rehabilitation Grant of 40% of costs, up to \$1,800.00, for sandstone stair repairs/repointing and repointing around windows.*

**CARRIED.**

**ITEM 5.4A      APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-38**  
**STEPHEN TOBIAS, 66 ORANGE STREET**

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Jeff Gauley advised the Board that the application is to repair/repoint masonry, to repair/replace flashings/down leaders and to paint woodwork.

A Conservation Plan [2008] is in place for this building, located in the Orange Street Heritage Conservation Area.

On September 29, 2010, the Board approved Heritage Rehabilitation Grant 2010-89 to repair/repoint masonry, to repair/replace flashings/down leaders at the west (side) facade of the building and to paint woodwork.

Due to uncertainty relating to grant availability [all funds initially available had been allocated by August 2010], the applicant delayed the project until this year.

***MOVED** by Richard Gradon, **SECONDED** by Gordon Hewitt to approve a Heritage Rehabilitation Grant of 40% of costs for masonry repairs/repointing and 20% of costs for flashing/down leader repairs/replacement and painting of woodwork, up to a maximum of \$3,000.00.*

**CARRIED.**

**ITEM 6.0      REPORTS**

**ITEM 6.1      UPDATE OF GRANTS**

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Jeff Gauley updated the Board that \$180,225.00 of the Heritage Grant program's \$200,000.00 budget will have been allocated as of May 11<sup>th</sup>, 2011.

**ITEM 6.2      HERITAGE PROGRAM REVIEW - WORKSHOP**

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Jill Flecknell informed the Board that Kim Graham had requested that Heritage Development Board Members attend a workshop with regard to the Heritage Program Review. The workshop will be held on May 31<sup>st</sup>, 2011 at 5:30pm in the 10<sup>th</sup> Floor Boardroom; supper will be provided from 5:00 until 5:30 pm.

Ms. Graham, in her memo to the Board stated that the following topics would be discussed: update on the Heritage Service Review; review of the summary information



gathered by surveys and interviews; review of process information; and input on areas for change.

**ITEM 7.0 OTHER BUSINESS**

**ITEM 7.1 HERITAGE DEVELOPMENT BOARD ELECTIONS**

Jeff Gauley requested nominations for the position of Chair.

*MOVED by Richard Gradon, SECONDED by Colin Waldschutz, to nominate Leona Laracey as Chair.* Mr. Gauley made a second and third call for nominations. No further nominations were received.

**CARRIED.**

Mr. Gauley requested nominations for the position of 1<sup>st</sup> Vice Chair.

*MOVED by Richard Gradon, SECONDED by Alex Pesold, to nominate Colin Waldschutz for the position of 1st Vice Chair.* Mr. Gauley made a second and third call for nominations. No further nominations were received.

**CARRIED.**

Mr. Gauley requested nominations for the position of 2<sup>nd</sup> Vice Chair.

*MOVED by Richard Gradon to nominate Heather Urquhart; Ms. Urquhart respectfully declined.* Mr. Gauley called for further nominations.

*MOVED by Heather Urquhart, SECONDED by Richard Gradon to nominate Grant Heckman.* Mr. Gauley called a third time for further nominations.

*MOVED by Alex Pesold to nominate Richard Gradon; Mr. Gradon respectfully declined.* There being no further nominations, motion carried to nominate Grant Heckman.

**CARRIED.**

Mr. Gauley therefore declared the following slate of officers:

- Leona Laracey                      Chair
- Colin Waldschutz                1<sup>st</sup> Vice Chair
- Grant Heckman                    2<sup>nd</sup> Vice Chair

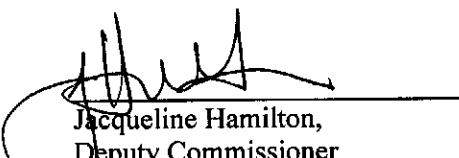
**ITEM 8.0 NEXT MEETING**

The next scheduled regular Board meeting is for May 25<sup>th</sup>, 2011.

**ITEM 9.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 7:15 p.m.

  
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Jeff Gauley,  
Secretary/Heritage Officer

  
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Jacqueline Hamilton,  
Deputy Commissioner

JG: JF