

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

WEDNESDAY NOVEMBER 13, 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
 Scott Rinehart
 Bob Boyce
 Colin Waldschutz
 Elizabeth McGahan
 Alex Pesold

Jill Good, Recording Secretary
Alice Fudge, Heritage Analyst
Amy Poffenroth, Deputy Commissioner

REGRETS: Councillor Donna Reardon

ITEM 1.0 AGENDA

The following item was added to the agenda under Other Business:

Item 7.1 Staff Update

MOVED by Elizabeth McGahan, SECONDED by Scott Rinehart to approve the agenda as amended.

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE OCTOBER 30TH, 2013 MEETING

MOVED by Patrick McCaffrey, SECONDED by Gord Hewitt to approve the October 30, 2013 minutes as circulated.

CARRIED.

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

There were no guests.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.1A APPLICATION FOR A HERITAGE PERMIT 2013-63
MICHAEL RICHARD, 97 PRINCE WILLIAM STREET**

Alice Fudge advised that the application is an amendment to a Certificate of Appropriateness [Heritage Permit] [11-73A] for changes to a new storefront entry door. She recommended approval.

**ITEM 5.1B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-63
MICHAEL RICHARD, 97 PRINCE WILLIAM STREET****Modified from previously approved Certificate of Appropriateness 2010-56:**

Remove the identified storefront window, complete with non-original wood panel below window;

Install a salvaged wood stile-and-rail entrance door, complete with lower wood panels, glazed upper panels and sidelights, where the storefront window was removed; this door is a place-holder until a properly sized door will be installed.

Prime and paint new wood door with approved heritage colour;

As per previously approved Certificate of Appropriateness 2010-56:

Remove loose and deteriorated paint from existing painted wood components, including windows, doors 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 wood/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 an components using an approved colour scheme in keeping with guidelines found in Practical Conservation Guidelines for *Paint & Colour*.

- *HC-133 Yorktowne Green:* entry doors, cast iron columns
- *HC-141 Hollingsworth Green:* upper and lower panels
- *HC-136 Waterbury Green:* miscellaneous trim/accent

This work to be carried out under the following conditions:

ITEM 5.2A APPLICATION FOR A HERITAGE PERMIT 2013-64
ABBEY ST. ANDREWS C/O CHRIS CAINES, 181 CHARLOTTE ST

Alice Fudge advised that the application is for a Certificate of Appropriateness to paint thirteen wood doors at all street level entries and install kick plates. She recommended approval.

ITEM 5.2B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-64
ABBEY ST. ANDREWS C/O CHRIS CAINES, 181 CHARLOTTE ST

MOVED by Patrick McCaffrey, *SECONDED* by Elizabeth McGahan to approve the following:

Remove original stain from all wood doors (13 total);

Prime and paint doors using the following heritage colour scheme in keeping with the Practical Conservation Guidelines for Paint & Colour :

- HC 43 Tyler Taupe: Doors

Install new metal kick-plate on all doors to match door hardware.

This work 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 Officer;
2. The City of Saint John's Buildings & Inspections Services Division be contacted for necessary permits, and no work shall commence prior to the issuance of any and all required Municipal permits, including building permits.
3. No work shall commence until expiry of a fifteen day appeal period pursuant to Section 70(3) of the Act, and providing no appeal is filed with the Assessment & Planning Appeal Board on or before November 28th, 2013.

Board members agreed that the kick plate does not need to match with the hardware of the doors, but that the applicant should advise the Heritage Officer of the proposed materials prior to installation.

CARRIED.

ITEM 5.3A APPLICATION FOR A HERITAGE PERMIT 2013-65
AVI MILLER, 58 KING STREET

Alice Fudge advised that the application is for a Certificate of Appropriateness for the replacement of exterior floor tile with new Coral Dawn Granite tiles at the street entrance. She recommended approval.

ITEM 5.3B APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 2013-65
AVI MILLER, 58 KING STREET

MOVED by Colin Waldschutz, *SECONDED* by Elizabeth McGahan to approve the following:

Remove deteriorated tile from entry;

Install new “Coral Dawn” granite tile.

This work 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 Officer;
2. The City of Saint John’s Buildings & Inspections Services Division be contacted for necessary permits, and no work shall commence prior to the issuance of any and all required Municipal permits, including building permits.
3. No work shall commence until expiry of a fifteen day appeal period pursuant to Section 70(3) of the Act, and providing no appeal is filed with the Assessment & Planning Appeal Board on or before November 28th, 2013.

CARRIED.

ITEM 6.0 REPORTS

There were no reports.

ITEM 7.0 OTHER BUSINESS

ITEM 7.1 STAFF UPDATE

Leona Laracey advised the Board that she was approached by Connell Smith of CBC concerning the employment status of Heritage Development Officer Jim Bezanson.

ITEM 7.2 ELECTIONS

Leona Laracey explained to members that at the last regular meeting of the year the Board will hold its annual elections for the positions of Chair, Vice Chair and 2nd Vice Chair. Ms. Laracey advised the Board that she will be resigning from the Board as Chair at the end of December and will not be requesting membership renewal. She explained that she has held a position on the Board for 8 years. Board members requested that the skills matrix, developed last year for the Nominating Committee and the terms for each member at next regular meeting for discussion.

ITEM 8.0 NEXT MEETING

The next regular Board meeting will be held November 27, 2013 at 5:30 p.m.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 6:30 p.m.



Amy Poffenroth, P.Eng, MBA
Deputy Commissioner,
Growth & Community Development Services