

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

**WEDNESDAY OCTOBER 26<sup>TH</sup>, 2011**

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The 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: Colin Waldschutz, 1<sup>st</sup> Vice Chair  
Richard Gradon  
Patrick McCaffrey  
Alex Pesold  
Heather Urquhart  
Councillor Donnie Snook

Jacqueline Hamilton, Deputy Planning Commissioner  
Jim Bezanson, Secretary/ Heritage Development Officer  
Jeff Gauley, Secretary/Heritage Officer  
Jill Flecknell, Recording Secretary

REGRETS: Leona Laracey, Chair  
Grant Heckman, 2<sup>nd</sup> Vice Chair  
Gordon Hewitt

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**ITEM 1.0      AGENDA**

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

- 3.2 Update on 111 Prince William Street*
- 3.3 Update on 29- 31 Douglas Avenue*

*The following items were added for discussion under Other Business:*

- 7.2 Plan SJ Update*

**MOVED** by Donnie Snook **SECONDED** by Patrick McCaffrey, to approve the agenda as amended.

**CARRIED.**

**ITEM 2.0      MINUTES**

**ITEM 2.1      MINUTES OF THE OCTOBER 12<sup>TH</sup>, 2011 MEETING**

**MOVED** by Patrick McCaffrey, **SECONDED** by Heather Urquhart, to approve the October 12<sup>th</sup>, 2011 minutes.

**CARRIED.**

**ITEM 3.0 BUSINESS ARISING****ITEM 3.1 127-135 CHARLOTTE STREET UPDATE**

Heritage Development Officer, Jim Bezanson advised the Board that work to repair/replace deteriorated bricks and repoint with lime-based mortar as well as repair/replace roof edge flashings has now been completed and scaffolding has been down at the site for almost two weeks now.

**ITEM 3.2 111 PRINCE WILLIAM STREET UPDATE**

Jacqueline Hamilton gave an update to the Board with regards to the City enforcing penalties for building violations. The Board added that the effectiveness of stop work orders should be evaluated. Information will be circulated to the Board via email concerning the Heritage Conservation Act and the role which Board members could play.

**ITEM 3.3 29-31 DOUGLAS AVENUE**

Heritage Officer Jeff Gauley updated the Board that he has spoken with the owner who still does not have a building permit. A stop work order had been issued. The owner has indicated that when the order is lifted he will work cooperatively with Heritage Staff. Staff and the Board have expressed concerns that the owner has deviated significantly from the previously approved Certificate of Appropriateness. The Board has requested that if the owner intends to proceed with the work in a manner other than as approved, he will need to re-apply to the Board and have the Certificate amended.

**ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS**

There were no guests present.

**ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS****ITEM 5.1A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-95A  
KAREN BIRD-DAVIS, 139 GERMAIN STREET**

Heritage Development Officer Jim Bezanson advised the Board that the application is for a Heritage Permit [Certificate of Appropriateness] to increase the width of the driveway complete with curb and install a fence. He recommended approval.

**ITEM 5.1B DRAFT CERTIFICATE OF APPROPRIATENESS 11-95A  
KAREN BIRD-DAVIS, 139 GERMAIN STREET**

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

**Construct** wider driveway with asphalt complete with a concrete curb;

**Install** a new aluminum fence with the appearance of a wrought iron fence secured to the concrete curb.

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 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 November 10, 2011.

The Board questioned if the proposed fence would suffice as a long term solution. Heritage staff addressed the concern stating that the proposed work meets the intent of the *Saint John Heritage Conservation Areas By-law* as expressed in the *Standards for New (Infill) Construction* of Section 9.

**CARRIED.**

**ITEM 5.2A      APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-102**  
**POLLY & JOHN FINLAY, 20 ORANGE STREET**

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Heritage Development Officer Jim Bezanson advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to construct & paint a stair. He recommended approval of the application.

**ITEM 5.2B      DRAFT CERTIFICATE OF APPROPRIATENESS 11-102**  
**POLLY & JOHN FINLAY, 20 ORANGE STREET**

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

**Construct** a new wood stairs and handrails in general conformance with the Practical Conservation Guidelines for Stairs, Decks & Fire Escapes;

**Remove** loose and deteriorated paint from existing wood 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 wood components with new wood components, matching the profiles and detailing of the original components;

**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 previously approved heritage colour scheme, in keeping with the Practical Conservation Guidelines for Paint & Colour.

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 November 10, 2011.

Jim Bezanson advised the Board that construction of the stair had commenced without a Heritage Permit. The contractors hired were new to the Heritage area and met with Jim prior to beginning the project. The owners expressed concerns to heritage staff that the construction of the stair was an emergency situation as the other set was in poor condition and was a safety issue. Jim Bezanson told the Board that he had visited the site while the contractors were actively working and spoke with them to make changes to the design that were more in keeping with a traditional appearance. The Board asked that Heritage staff contact the contractor and communicate the Standards and Guidelines as well as the methods of the Board to ensure that they understand the process. Board members requested that the temperature constraints be added to the Certificate of Appropriateness and that it be communicated to the owner that painting is ill advised in cold temperatures.

**CARRIED.**

**(DONNIE SNOOK LEFT THE MEETING)**

**ITEM 5.2C      APPLICATION TO AMEND A HERITAGE REHABILITATION GRANT 11-102**  
**POLLY & JOHN FINLAY, 20 ORANGE STREET**

Heritage Development Officer Jim Bezanson advised that the application is for a Heritage Rehabilitation Grant to construct and paint a new stair. He recommended approval.

***MOVED** by Patrick McCaffrey, **SECONDED** by Alex Pesold approve a Heritage Rehabilitation Grant of 20% of costs up to \$1,000.00 to construct and paint a new stair, subject to available funding under the Heritage Grants program.*

The Board noted that the columns (three pieces 2x6) need to be “boxed-in” to qualify for the grant.

**CARRIED.**

**ITEM 5.3A      APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-104**  
**WAYNE MCFARLANE, 244 KING STREET EAST**

Heritage Development Officer Jim Bezanson advised the Board that the application is for a Heritage Permit [Certificate of Appropriateness] to restore the dormer. He recommended approval.

**ITEM 5.3B DRAFT CERTIFICATE OF APPROPRIATENESS 11-104**  
**WAYNE MCFARLANE, 244 KING STREET EAST**

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

*Strip* the roof and replace any deteriorated sheathing boards,

*Install* OSB, ice & water shield, flashings and new 3 in 1 shingles.

*Remove* the metal cladding from the sides of the dormer as well as two of the three roman arched windows to reveal the original form of the dormer.

*Repair* the window frames and trim detailing;

*Replace* the deteriorated sashes with new wood sashes of similar configuration as the original.

*Install* new corner boards (1.5" wider than original) to cover rigid insulation;

*Install* cedar clapboards @ 4½" to weather on only the sides of the dormer;

*Repair/Replace* small details with profiles to match original.

*Remove* loose and deteriorated paint using heat gun and hand scrapers. (Do Not use open flame or propane torch as flame may wick into building with disastrous results);

*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 new and existing wood components using the approved colour scheme, in keeping with guidelines found in Practical Conservation Guidelines for Paint & Colour:

- *Benjamin Moore HC-99 Abingdon Putty*: body and highlights;
- *Benjamin Moore HC-113 Louisburg Green*: trim;
- *Benjamin Moore HC-100 Gloucester Sage*: window sashes;
- *Benjamin Moore HC-9 Chestertown Buff*: dentils / architectural highlights

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 November 10, 2011;

**CARRIED.**

**ITEM 5.3C      APPLICATION TO AMEND A HERITAGE REHABILITATION GRANT 11-104**  
**WAYNE MCFARLANE, 244 KING STREET EAST**

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Jim Bezanson advised the Board that the application is for a Heritage Rehabilitation Grant to replace the roof shingles, repair/replace trim of the dormer, install new sashes and paint. He recommended approval.

*MOVED by Richard Gradon, SECONDED by Alex Pesold to approve a Heritage Rehabilitation/Restoration Grant of 20% of costs up to a maximum of \$1,000.00 to replace trims, install cedar clapboards, wood sashes and paint.*

**CARRIED.**

**ITEM 5.4A      APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-105**  
**CROSSETT SAINT JOHN INC., 36 WATER STREET**

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Jim Bezanson advised the Board that the application is for a Heritage Permit [Certificate of Appropriateness] to paint the storefront. He recommended approval.

**ITEM 5.4B      DRAFT CERTIFICATE OF APPROPRIATENESS 11-105**  
**CROSSETT SAINT JOHN INC., 36 WATER STREET**

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*MOVED by Alex Pesold, SECONDED by Heather Urquhart, to approve the recommendation:*

**Remove** paint from the granite base and windows of the storefront, using gentlest means possible without causing damage to the stone or glass. **DO NOT SANDBLAST.**

Appropriate removal media include:

- Peel Away/Peel and Strip (available through Bird Stairs); or
- Circa 1871 chemical paint remover (or equal heavy duty paint stripper).

(Followed by appropriate wash down to neutralize chemicals, taking precautions to avoid environmental contamination)

**Remove** loose and deteriorated paint from existing metal components of the storefront using a braided wire cup-wheel on a mini-grinder;

**Remove** loose and deteriorated paint from wood components of the storefront, 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 wood or metal components of doors, windows, sills and brick moulding, with new metal or wood components that match the profiles and detailing of the original components;

**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** all wood and metal components in preparation for painting for painting the following historic colours:

- Benjamin Moore HC-54 Hale Navy: entry doors, window sashes, metal infill arches, column bases & capitals;
- Benjamin Moore HC-145 VanCourtland Blue: Column Shafts and door trim;
- Benjamin Moore HC-171 Wickham Gray: column panels;
- Benjamin Moore HC-49 Mayflower Red: Architectural highlights of columns; and
- Metallic Silver: column flutes

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 November 10, 2011.

Board members noted that the temperature constraints for painting should be added to the Certificate of Appropriateness

**CARRIED.**

**ITEM 5.4C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-105**  
**CROSSEIT SAINT JOHN INC., 36 WATER STREET**

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Jim Bezanson advised the Board that the application is for a Heritage Rehabilitation Grant to remove paint from storefront windows and base, prepare the storefront components for painting followed by application of five historic colors. He recommended approval.

***MOVED*** by Alex Pesold, ***SECONDED*** by Richard Gradon, to approve a Heritage Conservation Grant of 20% of costs for paint removal, repairs, paint preparation and painting work, up to \$300.00, ***subject to available funding under the Heritage Grants program.***

**CARRIED.**

**ITEM 6.0      REPORTS**

No reports.

**ITEM 7.0 OTHER BUSINESS****ITEM 7.1 FISH HOUSES ON RIVERVIEW DRIVE**

Heritage Development Officer Jim Bezanson provided the Board with information concerning a fish house on Riverview Drive after receiving an email from the President of New Brunswick Historical Society indicating it was slated for demolition. Inclement weather and high water levels have further damaged the building, rendering it unsafe. Jim explained that he observed that the structure of the building is in unsalvageable condition and that the owner had raised concerns over its imminent demolition but stated that he did not have the funding to save the building. Jim advised the owner that if the property was designated it would be eligible to receive 20% grant funding. The Building Inspection department through the Minimum standards by-law has ordered that the building be taken down.

**ITEM 7.2 PLAN SJ UPDATE**

Deputy Planning Commissioner Jacqueline Hamilton provided the Board with an update on Plan SJ, explaining that on October 11<sup>th</sup> Council commenced a 30 day public presentation period for the new Municipal Plan during which Council will receive written submissions from the public. The feedback received at this stage will inform Council's decision to refer the plan to the Planning Advisory Committee for recommendation and set a public hearing date for the Plan.

Although the Heritage Development Board does not have an official role in the process, individual Board members are recognized as having actively joined in the development of PlanSJ over the course of the past 20 months and have an important stake in the PlanSJ process. Jacqueline added that the Plan proposes the majority of future growth and development be directed to the urban heart of the City to help revitalize and enrich these neighbourhoods and to leverage our City's significant heritage assets. In the interest of ensuring Council hears from a balance of perspectives on the Plan, board members are invited to consider making written submissions during this key time in the PlanSJ process. Jacqueline indicated that staff will circulate the contact information for Board members to submit their comments up until midnight on Thursday, November 10<sup>th</sup>. All submissions will go directly to Council on November 14<sup>th</sup> following the public presentation period.

There will be further opportunities to participate both when the Plan does go to the PAC for review (tentatively scheduled for December 6) and then at the public hearing hosted by Common Council (tentatively scheduled for December 12<sup>th</sup>).

Jacqueline explained that the draft version of the New Municipal Plan is available for viewing by the public, online at [saintjohn.ca](http://saintjohn.ca) or you can request a hardcopy from the Planning and Development Department.



**ITEM 8.0**      **NEXT MEETING**

The next regular Board meeting is scheduled for November 9<sup>th</sup>, 2011.

**ITEM 9.0**      **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:10 p.m.

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Jim Bezanson,  
Heritage Development Officer

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Jacqueline Hamilton,  
Deputy Planning Commissioner

JBz: JF