

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

**WEDNESDAY SEPTEMBER 28, 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:

Leona Laracey, Chair  
Colin Waldschutz, 1<sup>st</sup> Vice Chair  
Gordon Hewitt  
Patrick McCaffrey  
Richard Gradon

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

REGRETS:

Councillor Donnie Snook  
Grant Heckman, 2<sup>nd</sup> Vice Chair  
Heather Urquhart  
Alex Pesold

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**ITEM 1.0      AGENDA**

*MOVED* by Patrick McCaffrey, *SECONDED* by Colin Waldschutz, to approve the agenda as amended.

Leona Laracey requested that item 6.1 be kept until the end of the meeting so that she may leave before the discussion.

*CARRIED.*

**ITEM 2.0      MINUTES**

**ITEM 2.1      MINUTES OF THE AUGUST 31<sup>ST</sup>, 2011 MEETING**

*MOVED* by Gordon Hewitt, *SECONDED* by Patrick McCaffrey, to approve the August 31st, 2011 minutes, as presented.

*CARRIED.*

**ITEM 2.2      MINUTES OF THE SEPTEMBER 14<sup>TH</sup>, 2011 MEETING**

*MOVED* by Colin Waldschutz, *SECONDED* by Patrick McCaffrey, to approve the September 14th, 2011 minutes, as presented.

*CARRIED.*

**ITEM 3.0 BUSINESS ARISING****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 11-64A  
SUE HARLEY, 182 GERMAIN STREET**

Heritage Officer Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to replace an existing window with a new exit door. He recommended approval.

**ITEM 5.1B DRAFT CERTIFICATE OF APPROPRIATENESS 11-64A  
SUE HARLEY, 182 GERMAIN STREET**

*MOVED by Patrick McCaffrey, SECONDED by Richard Gradon, to approve the recommendation:*

**As per previously approved Certificate of Appropriateness 2011-64:**

***Remove*** loose and deteriorated mortar and bricks, using hand tools - DO NOT USE GRINDERS;

Where possible, salvage for re-use any existing undamaged brick which requires removal; Joints to be raked out not to exceed original joint width; Do not round corners of brick;

***Install*** replacement brick where required, using brick of similar size, porosity and colour;

***Repoint*** existing brick and lay new brick, 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 Celsius ambient temperature.**

***Wash*** down masonry at modified openings using mild restoration cleaner (Sure Klean 600 or similar);

**Modify** an existing wood fire escape stair at the east side (rear) the building to accommodate a new exit, incorporating detailing as per the Practical Conservation Guideline for *Stairs, Deck & Fire Escapes*. [See attached drawing];

**Remove** one (1) existing window on the second floor level of the north side of the rear (east) extension;

**Modified from previously approved Certificate of Appropriateness 2011-64:**

**Install** one (1) new embossed 4-panel metal egress door @ the second floor level of the north side of the rear (east) extension.

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 July 7, 2011 [October 13, 2011 for door].

The Board inquired about the dimension of the opening for proposed door and the dimensions of the door itself. Heritage Staff advised that the opening for the door was approximately 6 feet. The Board asked Heritage Staff if the board had ever approved replacing a window with a metal pressed door. Heritage Staff advised the Board that the Board had recently approved replacing windows with metal-pressed doors on the rear of the properties at 25 and 29-31 Douglas Avenue.

The Board inquired from what part of the building this door would be opening. Heritage Staff advised that the proposed door would open to the exterior from the bathroom. The Board expressed that it was struggling with the idea of replacing an existing window with a door, especially considering windows are character-defining elements of the building. The Board verified with Heritage Staff that cost and manufacturing concerns had prompted the applicant to consider this option of replacing the existing window with a door. Staff noted that the opening was in an inconspicuous location, not visible from a public street, and therefore was making the recommendation to approve the change.

After further discussion, Jacqueline Hamilton reminded the Board that questions should be directed to the Heritage Staff member handling the application and that the reports presented to the Board represent a Departmental position.

**DEFEATED.**

**NAY, PATRICK MCCAFFREY, COLIN WALDSCHUTZ, GORDON HEWITT, RICHARD GRADON**

**ITEM 5.2A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-65A**  
**TRINITY ANGLICAN CHURCH, 115 CHARLOTTE 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 rebuild granite entry steps and resolve water ingress. He recommended approval of the application, provided the Board denied the component of the application to parge the stone wall with a bituminous coating.

**ITEM 5.2B DRAFT CERTIFICATE OF APPROPRIATENESS 11-65A**  
**TRINITY ANGLICAN CHURCH, 115 CHARLOTTE STREET**

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*MOVED by Patrick McCaffrey, SECONDED by Colin Waldschutz, to approve the recommendation:*

*Dismantle* existing granite steps of south east entry and carefully set aside for reuse;

*Excavate* in the area adjacent to the wall and under the stair;

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

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

*Repoint* the wall 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.*

*Apply* lime-based parging of the same mix to the stone wall;

*Install* poly and Styrofoam panels as membrane;

*Backfill* with ½” clear stone;

*Pour* concrete pad and assemble support structure; and

*Reconstruct* the stone steps as original using lime-based mortar as above.

*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 July 21, 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.

The Board offered the following amendments:

- 1) Deny the component of the application to parge the stone with a bitumous coating; and
- 2) modify the draft Heritage Permit [Certificate of Appropriateness] by suggesting that:
  - a. in lieu of the rigid Styrofoam and 6mil poly proposed that the applicants use rigid fiberglass or mineral board of appropriate density to create a drainage slip-plane and bond breaker;
  - b. the 2" rigid insulation be extended 4' beyond the steps to prevent frost heave;
  - c. that the stairs slope a minimum of 1% away from the building and
  - d. either the voids of the concrete blocks be filled or that solid blocks be used

***MOVED** by Richard Gradon, **SECONDED** by Colin Waldschutz, to amend the original recommendation.*

***CARRIED.***

**ITEM 5.2C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-65A**  
**TRINITY ANGLICAN CHURCH, 115 CHARLOTTE STREET**

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Jim Bezanson advised the Board that the application is for a Heritage Rehabilitation Grant to rebuild granite steps and resolve water ingress. He recommended approval.

***MOVED** by Richard Gradon, **SECONDED** by Patrick McCaffrey, to approve a Heritage Rehabilitation Grant for 40% of costs, up to 2011 total of \$10,000.00 (including the \$1,600 previously approved) to rebuild the entry stairs and resolve water ingress issues, subject to available funding under the Heritage Grants program.*

It was discussed that the Grant Program does not currently fund work done below grade. Jim Bezanson suggested that the traditional repointing work be covered but not the use of modern materials.

***CARRIED.***

It was also determined by the Board that it would be unjust to allow grant funding to be transferred, from a previously approved grant.

*MOVED* by Richard Gradon, *SECONDED* by Patrick McCaffrey, to approve a grant for below- grade repointing and for repairs to the stone entry stair, but to deny transfer of the \$1,600 previously approved for repointing stone retaining wall, to be used on the current entry stair project.

**CARRIED.**

**ITEM 5.3A APPLICATION FOR A HERITAGE CONSERVATION PLAN GRANT 11-73B**  
**RICHARD & CO. PROPERTIES, 97 PRINCE WILLIAM STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Conservation Plan Grant.

*MOVED* by Colin Waldschutz, *SECONDED* by Gordon Hewitt , to approve a Heritage Conservation Plan Grant of 50% of costs, up to \$1,750.00, to have a Conservation Plan prepared, *subject to available funding under the Heritage Grants program.*

**CARRIED.**

**ITEM 5.4A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-73C**  
**RICHARD & CO. PROPERTIES, 97 PRINCE WILLIAM STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to repair and paint windows. He recommended approval.

**ITEM 5.4B DRAFT CERTIFICATE OF APPROPRIATENESS 11-73C**  
**RICHARD & CO. PROPERTIES, 97 PRINCE WILLIAM STREET**

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*MOVED* by Patrick McCaffrey, *SECONDED* by Richard Gradon, to approve the recommendation:

**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, any deteriorated wood components, including portions of window sash, window frames, sills and brick moulding, with new wood components, matching the profiles and detailing of the original components;

**Modify** seven (7) existing windows: all three (3) windows on the second floor and all three (3) on the third floor of the upper front [east] façade; and one (1) window on lower rear [west] façade by removing existing putty, routing out the existing sash to incorporate new double-glazing, installing the new glazing, re-puttying and installing new copper weather-stripping;

**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 October 13, 2011.

**CARRIED.**

**ITEM 5.4C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-73C**  
**RICHARD & CO. PROPERTIES, 97 PRINCE WILLIAM STREET**

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to repair and paint windows. He recommended approval.

*MOVED by Richard Gradon, SECONDED by Colin Waldschutz, to approve a Heritage Rehabilitation Grant for 40% of costs for window repairs and 20% of costs for painting, up to a maximum of \$2,500.00, subject to available funding under the Heritage Grants program and provided a completed Conservation Plan has been submitted.*

**CARRIED.**

**ITEM 5.5A      APPLICATION FOR A HERITAGE CONSERVATION PLAN GRANT 11-73D**  
**RICHARD & CO. PROPERTIES, 103 PRINCE WILLIAM STREET**

Jeff Gauley advised the Board that the application is for a Heritage Conservation Plan Grant.

*MOVED by Colin Waldschutz, SECONDED by Gordon Hewitt, of 50% of costs, up to \$1,750.00, to have a Conservation Plan prepared, subject to available funding under the Heritage Grants program.*

**CARRIED.**

**ITEM 5.6A      APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-73E**  
**RICHARD & CO. PROPERTIES, 103 PRINCE WILLIAM STREET**

Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to repair and paint windows. He recommended approval.

**ITEM 5.6B      DRAFT CERTIFICATE OF APPROPRIATENESS 11-73E**  
**RICHARD & CO. PROPERTIES, 103 PRINCE WILLIAM STREET**

*MOVED by Colin Waldschutz, SECONDED by Richard Gradon, to approve the recommendation:*

**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, any deteriorated wood components, including portions of window sash, window frames, sills and brick moulding, with new wood components, matching the profiles and detailing of the original components;

**Modify** six (6) existing windows, including all three (3) windows on the second floor and all three (3) on the third floor of the upper front [east] façade, by removing existing putty, routing out the existing sash to incorporate new double-glazing, installing the new glazing, re-puttying and installing new copper weather-stripping;

**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 October 13, 2011.

**CARRIED.**

**ITEM 5.6C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-73E  
RICHARD & CO. PROPERTIES, 103 PRINCE WILLIAM STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to repair and paint windows. He recommended approval.

**MOVED** by Richard Gradon, **SECONDED** by Patrick McCaffrey, to approve a Heritage Rehabilitation Grant for 40% of costs for window repairs and 20% of costs for painting, up to a maximum of \$2,000.00, **subject to available funding under the Heritage Grants program** and provided a completed Conservation Plan has been submitted.

**CARRIED.**

**(Richard Gradon declared a conflict for item 5.7 and stepped down from the meeting.)**



**ITEM 5.7A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-88**  
**ROBERT SELBY, 217 GERMAIN STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to repair/repoint masonry and repair/replace, as necessary, roof edge flashings. He recommended approval.

**ITEM 5.7B DRAFT CERTIFICATE OF APPROPRIATENESS 11-88**  
**ROBERT SELBY, 217 GERMAIN STREET**

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*MOVED* by Patrick McCaffrey, *SECONDED* by Gordon Hewitt, to approve the recommendation:

**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 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 Celsius ambient temperature.**

**Wash** down masonry using a mild restoration cleaner [Sure Klean 600, or similar].

**Repair**, and/or replace as necessary, any deteriorated portion of the metal roof edge flashings, in conjunction with repairs to the upper wall, using material to match the gauge and profile of the original flashing.

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 October 13, 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 5.7C      APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-88**  
**ROBERT SELBY, 217 GERMAIN STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to repair/repoint masonry and repair/replace, as necessary, roof edge flashings. He recommended approval.

***MOVED** by Colin Waldschutz, **SECONDED** by Patrick McCaffrey, to approve a Heritage Rehabilitation Grant for 40% of costs for masonry repairs/repointing and 20% of costs for roof edge flashing, up to a maximum of \$4,000.00, **subject to available funding under the Heritage Grants program.***

**CARRIED.**

*(Richard Gradon rejoined the meeting.)*

**ITEM 5.8A      APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-89**  
**AL SMITH, 154 SYDNEY STREET**

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Jim Bezanson advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to install wood clapboards and paint. He recommended approval.

**ITEM 5.8B      DRAFT CERTIFICATE OF APPROPRIATENESS 11-89**  
**AL SMITH, 154 SYDNEY STREET**

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***MOVED** by Richard Gradon, **SECONDED** by Gordon Hewitt, to approve the recommendation:*

***Remove** asbestos shingles from the rear façade (store on site for future maintenance);*

***Install** pine clapboards @ 4 ½" exposure to weather;*

***Install** 6" wide trim (windows and doors), corner, fascia and 8" plinth boards;*

***Remove** loose and deteriorated paint from existing clapboards on the rear façade and the existing asbestos shingles on the north facade, 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, including portions of window sash, window frames, sills and brick moulding, 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 and metal components using the previously approved colour scheme, in keeping with guidelines found in Practical Preservation Guidelines for Paint & Colour, as follows:

- *HC-4 Hawthorne Yellow:* light [trim]
- *HC-113 Louisburg Green:* dark [body]

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 October 13, 2011.

**CARRIED.**

**ITEM 5.8C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-89**  
**AL SMITH, 154 SYDNEY STREET**

---

Jim Bezanson advised the Board that the application is for a Heritage Rehabilitation Grant to install wood clapboards and paint. He recommended approval.

*MOVED by Patrick McCaffrey, SECONDED by Colin Waldschutz, to approve a Heritage Rehabilitation Grant for 20% of costs for replacing siding in-kind and painting the east (rear) and north facades, up to \$1,000.00, subject to available funding under the Heritage Grants program.*

**CARRIED.**

**ITEM 5.9A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-90**  
**RICHARD & CO. PROPERTIES, 40 WATER STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to repair/paint the storefront woodwork, including the windows and mouldings. He recommended approval.

**ITEM 5.9B DRAFT CERTIFICATE OF APPROPRIATENESS 11-90**  
**RICHARD & CO. PROPERTIES, 40 WATER STREET**

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*MOVED by Colin Waldschutz, SECONDED by Richard Gradon, to approve the recommendation:*

**Remove** loose and deteriorated paint from existing storefront windows and any storefront-associated 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, including portions of window sash, window frames, sills and brick moulding, with new wood components, matching 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** and paint all wood components using the previously approved colour scheme, in keeping with guidelines found in Practical Preservation Guidelines for Paint & Colour, as follows:

- *HC-6 Windham Cream*: light [body]
- *HC-50 Georgian Brick*: medium [trim]
- *HC-156 Van Deusen Blue*: dark [accents]

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 October 13, 2011.

**CARRIED.**

**ITEM 5.9C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-90  
RICHARD & CO. PROPERTIES, 40 WATER STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to repair/paint the storefront woodwork, including the windows and mouldings. He recommended approval.

**MOVED** by Richard Gradon, **SECONDED** by Colin Waldschutz, to approve a Heritage Rehabilitation Grant for 20% of costs for repairs/painting, up to \$1,000.00, **subject to available funding under the Heritage Grants program.**

**CARRIED.**

**ITEM 5.10A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-91**  
**CARLA MCCLUSKEY, 137 ORANGE STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to repair/replace woodwork and paint. He recommended approval.

**ITEM 5.10B DRAFT CERTIFICATE OF APPROPRIATENESS 11-91**  
**CARLA MCCLUSKEY, 137 ORANGE STREET**

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*MOVED* by Patrick McCaffrey, *SECONDED* by Gordon Hewitt, to approve the recommendation:

**Remove** loose and deteriorated paint from exterior walls 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, any deteriorated wood siding or 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 the previously approved colour scheme, in keeping with guidelines found in Practical Preservation Guidelines for *Paint & Colour*, as follows:

- *HC-172 Revere Pewter*: light [body]
- *HC-168 Chelsea Gray*: medium [trim]
- *HC-61 New London Burgundy*: dark [accents]

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 October 13, 2011;

**CARRIED.**

**ITEM 5.10C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-91**  
**CARLA MCCLUSKEY, 137 ORANGE STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to repair/replace woodwork and paint. He recommended approval.

***MOVED*** by Colin Waldschutz, ***SECONDED*** by Gordon Hewitt, to approve a Heritage Rehabilitation Grant for 20% of costs for wood repairs/replacement and painting, up to a maximum of \$1,000.00, ***subject to available funding under the Heritage Grants program.***

***CARRIED.***

**ITEM 5.11A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-92**  
**SAM AND DORIS PHILIPS, 168 PRINCE WILLIAM STREET**

Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to repair/repoint masonry and paint the wood windows and the wood and metal 'storefront' components. He recommended approval.

**ITEM 5.11B DRAFT CERTIFICATE OF APPROPRIATENESS 11-92**  
**SAM AND DORIS PHILIPS, 168 PRINCE WILLIAM STREET**

***MOVED*** by Colin Waldschutz, ***SECONDED*** by Patrick McCaffrey, to approve the recommendation:

***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 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 Celsius ambient temperature.**

***Wash*** down masonry using a mild restoration cleaner [Sure Klean 600, or similar].

***Remove*** loose and deteriorated paint from existing windows, storefront windows and any storefront-associated wood or metal 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 or metal components, including portions of window sash, window frames, sills and brick moulding, with new wood or metal components, matching 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** and paint all wood and metal components using a 3-colour scheme selected from an approved historic colour palette, in keeping with guidelines found in Practical Preservation Guidelines for *Paint & Colour* [colours to be selected from a historic colours palette and confirmed in consultation with Heritage Staff].

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 October 13, 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 5.11C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-92  
SAM AND DORIS PHILIPS, 168 PRINCE WILLIAM STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to repair/repoint masonry and paint the wood windows and the wood and metal 'storefront' components. He recommended approval.

***MOVED*** by Richard Gradon, ***SECONDED*** by Colin Waldschutz, to approve a Heritage Rehabilitation Grant for 20% of costs for masonry repairs/repointing and painting, up to a maximum of \$550.00, subject to available funding under the Heritage Grants program.

**CARRIED.**

**ITEM 5.12A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-93**  
**WILL KELLY, 50 ORANGE STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to construct a lower deck with a wood railing and an upper deck with a wrought iron railing, re-shingle the garage roof and clad/paint the garage's three non-brick sides in clapboard siding and board trim. He recommended approval.

**ITEM 5.12B DRAFT CERTIFICATE OF APPROPRIATENESS 11-93**  
**WILL KELLY, 50 ORANGE STREET**

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*MOVED* by Richard Gradon, *SECONDED* by Patrick McCaffrey, to approve the recommendation:

*Remove* the existing insul-brick [asphalt shingle] siding on the garage's three non-brick sides;

*Install* new wood clapboard siding on the three non-brick sides of the garage, complete with wide 6" (150mm) wood corner boards and wide wood fascia and plinth boards, taking care to align the coursing of the clapboard siding with every third brick course by using a 4" (100mm) exposure and adjusting the fascia and plinth boards to suit – all wood components to be painted as follows:

- Benjamin Moore *HC-50 Georgian Brick*;

*Construct* a new wood deck behind the garage at the east facade of the residence, as per the sketch provided; complete with 6x6 (150mm x 150 mm) chamfered and capped wood posts and 2x2 (50mm x 50mm) balusters;

*Construct* a new upper deck above the bay projection on the east side of the residence, complete with a 42" (1.1m) high wrought iron railing, detailed to match the existing railings/gates below;

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 October 13, 2011.

**CARRIED.**

**ITEM 5.12C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-93**  
**WILL KELLY, 50 ORANGE STREET**

---

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to construct a lower deck with a wood railing and an upper deck with a wrought iron railing, re-shingle the garage roof and clad/paint the garage's three non-brick sides in clapboard siding and board trim. He recommended approval.



***MOVED*** by Richard Gradon, ***SECONDED*** by Colin Waldschutz, to approve a Heritage Rehabilitation Grant for 20% of costs, up to \$2,500.00, ***subject to available funding under the Heritage Grants program.***

***CARRIED.***

**ITEM 5.13A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-94**  
**ADVANTAGE PERSONNEL, 93 PRINCE WILLIAM STREET**

Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate for Appropriateness] to install a new wood projecting sign and support bracket. He recommended approval.

**ITEM 5.13B DRAFT CERTIFICATE OF APPROPRIATENESS 11-94**  
**ADVANTAGE PERSONNEL, 93 PRINCE WILLIAM STREET**

***MOVED*** by Patrick McCaffrey, ***SECONDED*** by Richard Gradon, to approve the recommendation:

***Install*** a new wrought iron bracket, painted black, to the face of the narrow recessed portion of the brick wall, ensuring that the fasteners are spaced/located to minimize any damage to the existing bricks;

***Install*** new 22" high x 36" wide [560mm x 900mm] projecting sign, complete with routed/bevelled border and carved and/or painted letters/'leaf' motif, to read:

- "ADVANTAGE" [approx 4"/100mm high, serif font]; and
- "PERSONNEL" [approx 1.5"/40mm high, sans serif font];

Sign to be painted the following *Benjamin Moore Historic Colours*:

- HC-173 *Edgecomb Gray* [background]
- HC-65 *Hodley Red* [border, 'ADVANTAGE']
- HC-41 *Richmond Gold* [border highlights, 'PERSONNEL']

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 October 13, 2011.

***CARRIED.***

**ITEM 5.12C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-94  
ADVANTAGE PERSONNEL, 93 PRINCE WILLIAM STREET**

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Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to install a new wood projecting sign and support bracket. He recommended approval.

*MOVED by Patrick McCaffrey, SECONDED by Gordon Hewitt to approve a Heritage Rehabilitation Grant for 20% of costs, up to \$750.00, subject to available funding under the Heritage Grants program.*

**CARRIED.**

**ITEM 6.0 REPORTS**

**ITEM 6.2 MUNICIPAL DESIGNATION FOR BLUEBERRY HILL NATURE PRESERVE**

A letter was received from the Tourism Committee for the Town of Grand Bay-Westfield requesting that the Heritage Development Board register the Blueberry Hill Nature Preserve with the New Brunswick Register of Historic Places as well as with the Canadian Register of Historic Places.

Jacqueline Hamilton commented that, from a Plan SJ perspective, the area has been designated as a Natural Resource Area on the land use map, which designation will act as a means of protection as well.

*MOVED by Colin Waldschutz, SECONDED by Patrick McCaffrey that staff draft a report to Council to be reviewed by the Board, that recommends the Blueberry Hill Nature Preserve be registered with both the New Brunswick Register of Historic Places and the Canadian Register of Historic Places.*

**CARRIED.**

**ITEM 6.3 - 111 PRINCE WILLIAM STREET**

Heritage staff advised the Board of work taking place at 111 Prince William Street without a Heritage Permit having been issued. He noted that Building Inspection had issued a stop work order and had spoken with the owner but the work has still continued. The issue is presently being looked at by the City's Legal Department.

The Board questioned if the City had exercised their authority to issue fines to delinquent owners. Staff replied that a stop work order had been issued but no further action had been taken. The Board requested that an update on the situation be given at the next regular Heritage meeting.

**ITEM 6.4- 29-31 DOUGLAS AVENUE**

Heritage staff explained that David Williston owner of 29-31 Douglas Avenue had started work on his building. Since his application was still with the Planning department, due to an issue with parking requirements, no Building permit had yet been issued.

The issue had been brought to staff's attention when it was observed that Mr. Williston's carpenters were placing wooden strapping over the existing shingles and installing new clapboards over top, essentially building the wall out 3 inches.

The Board requested that Heritage staff advise Buildings and Inspection Services of the situation and that a Stop Work Order be issued. The Board requested an update at the next regular Heritage meeting.

*(Leona Laracey left the meeting)*

**ITEM 6.1 HERITAGE AND DEVELOPMENT BOARD CHAIR END OF TERM-DISCUSSION**

Board members decided to recommend Leona Laracey to the nominating committee for reappointment. Ms. Laracey had previously expressed an interest in being reappointed for an additional term. Jim Bezanson advised the Board that at the present time there are no restrictions on the number of terms a member can serve as Chairperson. It was decided that a letter, recommending Leona for reappointment, would be drafted by Staff on behalf of the Heritage Board.

**ITEM 7.0 OTHER BUSINESS**

**ITEM 8.0 NEXT MEETING**

The next regular Board meeting is scheduled for October 12th.

**ITEM 9.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 8:10 p.m.

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Jeff Gauley,  
Secretary/Heritage Officer

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Jacqueline Hamilton,  
Deputy Commissioner

JG: CO'C