

ST. JOHN'S

Built Experts Heritage Panel Agenda

December 9, 2020

12:00 p.m.

Virtual

Pages

1. CALL TO ORDER
2. PRESENTATIONS/DELEGATIONS
 - 2.1. Orientation for New and Returning Members 1
Presentation by City staff. Attached for your reference is the BHEP TOR.
3. APPROVAL OF THE AGENDA
4. ADOPTION OF THE MINUTES
 - 4.1. Adoption of Minutes - September 30, 2020 9
5. BUSINESS ARISING FROM THE MINUTES
6. NEW BUSINESS
 - 6.1. MUN Campus Master Plan
Verbal discussion.
 - 6.2. 3 Park Place – Text Amendment Application 12
7. ADJOURNMENT

1. GENERAL INFORMATION

Experts panel name:	Built Heritage Experts Panel
Reporting to:	Committee of the Whole
Date of formation - expiration date:	February 22, 2016
Meeting frequency:	Monthly or as required in accordance with the agenda items
Staff lead:	Chief Municipal Planner and Planner III – Urban Design and Heritage
Other staff liaison:	Technical Advisor Director of Planning and Development Others as required as per Section 4.2.1

2. PURPOSE

The Built Heritage Experts Panel provides expertise, opinion and perspective about built heritage, its protection and designation in the City of St. John's.

The Built Heritage Experts Panel will consider applications, proposals, reports and related items referred to it by staff or Council.

It will make recommendations to Council, via the Committee of the Whole, on heritage matters including the development and implementation of heritage policies, by-laws, strategies and programs applicable to the City.

Specifically the panel will:

- Develop recommendations on built heritage designations.
- Provide expert opinions on built heritage applications referred to it by city staff, Committee of the Whole or Council.
- Recommend best practices on built heritage and urban design.
- Review heritage issues, including issues under the City of St. John's Act and/or the Historic Resources Act of Newfoundland and Labrador that may be referred to it by Council.
- Identify for designation any area, building, structure or land as heritage.

Built Heritage Experts Panel recommendations to the Committee of the Whole will occur in the manner defined by these terms of reference to best support City Policy. The Built Heritage Experts Panel will prepare recommendations to the Committee of the Whole. The purpose of the Built Heritage Experts Panel is relation to specific City policies, plans, and strategies is as follows:

Built Heritage Experts Panel Relationship to Strategic Plan:

- Neighbourhoods build our city – maintain and position downtown as a distinct neighbourhood, develop

parks and places for people.

- Responsive and Progressive – create a culture of engagement, identify and deliver on projects, strategies and programs.
- A Culture of Cooperation – create effective City-Community collaborations

Applicable Legislation/City Bylaws:

- City of St. John's Act, Section 355
- Any applicable City of St. John's by-laws current or future

Other City Plans, Guides or Strategies:

- St. John's Heritage Areas, Heritage Buildings and Public Views Study, 2003
- Downtown St. John's for Economic Development Heritage and Preservation, 2001
- Envision draft Municipal Plan (with specific reference to items involving – heritage, built heritage), 2014
- Parks and Open Spaces Master Plan, 2014
- City of St. John's list of designated Heritage Buildings (latest version)

Other Distinct Deliverables and Considerations:

- The Panel will be consulted on any city public engagement processes where getting the perspective of heritage experts is identified in a plan.
- The Panel will support the development and ongoing review of a built heritage designation inventory.
- The Panel will identify programming to support the goals of the Built Heritage Experts Panel's work.

3. MEMBERSHIP AND COMPOSITION

3.1 COMPOSITION

The Built Heritage Experts Panel will be comprised of no more than 7 total members from the following stakeholder groups:

3.1.1 Public Members

Committee Chair

Built Heritage Experts Panel will be chaired by a public expert. The Chair will be selected by Council upon recommendation of staff drawing from the Panel's membership. Additional selection criteria for Chair may be applied for experts panels.

The public member chairing a committee will have responsibility for ensuring the committee carries out its work

as per the terms of reference.

Public Members

The Committee will be comprised of no more than 7 residents serving as public members. Public members are volunteers and will receive no compensation for participation. Preference will be given to residents of St. John's. Public members must have certification, accreditation, affiliation and/or demonstrated expertise and experience in matters of built heritage and/or cultural landscape.

The Panel will include at least one representative from each of the following categories:

- Architect
- Contractor
- Planner, MCIP
- Historian/Archival Expert/Historic Preservationist category
- Landscape Architect
- Other – Demonstrated Relevant Experience

Subcommittees: When deemed necessary, the experts panel may strike a working committee or subcommittee to deal with specific issues or deliverables. Subcommittees must have at least one panel member. Composition may also include other members of the public and organizational representatives. Subcommittees shall meet as an independent group, reporting to the panel on specified meeting dates, or as deemed necessary by the committee Chair or Lead Staff.

3.1.2 Staff and Council Members (Ex-Officio Members)

Lead Staff

A Lead Staff will be appointed to the Built Heritage Experts Panel by the appropriate City executive or senior management. Other staff support/attendance may be requested by the Lead Staff where required.

City Clerk

The City Clerk will provide legislative and governance support to the experts' panel.

Council

The spokesperson is Councillor Maggie Burton

3.2 LENGTH OF TERM

Public Member Experts

Unless otherwise indicated, the Built Heritage Panel term of appointment is two years. Recognizing the value of experience and the need for continuity, incumbents who are willing to seek reappointment may signify their intent to serve an additional two years, for a total of four years. In some cases members may be encouraged to provide guidance, expertise and attend in a bridging capacity following the end of their term.

Cooling-off Period (Former City Staff and Council)

There will be a cooling-off period of two years for Council and Staff once they are no longer associated with the City. Setting term lengths with a cooling-off period will promote gradual turnover, ensuring a constant balance between new members and former staff or council.

Additional Considerations:

- Public members may not serve on more than one experts' panel at a given time.
- Midterm Appointments: When an appointment is made which does not coincide with the beginning of a term (i.e. to fill a vacancy) the partial term (i.e. less than two years) shall not count towards the maximum

length of service or number of terms on the Committee for the appointee.

Exceptions to the above terms are as follows: when an insufficient number of applications have been received; if a particular area of expertise is indispensable and there are no other suitable replacements; if the experts panel would suffer from a lack of continuity (i.e. more than half of all members are replaced at once); if directly related to the Advisory Committee's purpose as defined in its Terms of Reference.

4. ROLES, RESPONSIBILITIES AND REPORTING

4.1 ROLES AND RESPONSIBILITIES

As a municipal Experts Panel, roles include:

- Advising and making recommendations to the Committee of the Whole in a manner that will support City policy matters relevant to the panel's defined purpose.
- Providing expertise specific to the mandate of the panel.
- Working within given resources.
- Consider working with other committees and/or working groups i.e. Downtown Advisory Committee and Arts and Culture Advisory Committee
- Explore opportunities to add value to parks, open spaces, etc. as heritage and design go beyond buildings.

Shared Member Responsibilities

Conduct

Members shall strive to serve the public interest by upholding Federal, Provincial and Municipal laws and policies. Experts Panel members are to be transparent in their duties to promote public confidence. Members are to respect the rights and opinions of other committee members.

Preparation

Meeting agenda and accompanying materials will be circulated electronically one week prior to all meetings; members are expected to review all distributed materials prior to meetings. Alternate material distribution methods to be made available upon request.

Agendas

- Agendas to require focus with clear parameters for content and alignment with terms of reference/purpose.
- Agendas will be finalized one week before meetings.
- Items and accompanying material that are received after the agenda has been prepared and distributed (but prior to the meeting) will be moved to the following meeting's agenda at the discretion of the City Clerk.
- All public members are to submit potential agenda items and related material to the Committee Chair and Lead Staff person for consideration.

Attendance and Participation

Active participation in meetings is expected of all public members. "Active participation" may refer to both meeting attendance and/or engagement. An effort should be made to attend meetings in person or remotely. Members who do not actively participate in more than 3 consecutive meetings without justified absence may be retired from the committee at the discretion of the City Clerk.

Members who wish to request a leave of absence for an extended period of time (3+ months) may submit such a request to the City Clerk. Previously submitted applications may be used to fill temporary vacancies created by approved leaves of absence.

Quorum – a quorum for meetings is considered to be 50% + 1 members in attendance.

Voting

City Staff are ex-officio and therefore non-voting.

4.2 MEMBER ROLES AND RESPONSIBILITIES**4.2.1 City Staff****Lead Staff**

- To act as a liaison between the Built Heritage Experts Panel and the Committee of the Whole on issues relevant to Panel's work.
- Lead staff will attend the Committee of the Whole when reports of the Built Heritage Experts Panel are included in the agenda.
- Ensure the panel is informed about City policy, procedure and available resources in reference to specific agenda items, and provide procedural and/or technical advice to assist the panel where appropriate.
- Request additional staff support/attendance at meetings as needed.
- To develop agendas in cooperation with the Chair and City Clerk's Office for distribution.
- Incorporate input from the experts panel into ongoing City work where appropriate (e.g. projects, staff updates, publications).

Other Staff Liaison

- The work of Other Staff Liaisons intersects the purpose of the Experts Panel and therefore they may be required to participate.

City Clerk

- To be responsible for legislative functions related to experts panel's operation, establishment, review, and term amendments. This includes leading or supporting day-to-day panel activities such as the co-ordination of meeting schedules and the external/internal distribution/posting of experts panel agendas and meeting reports
- Facilitate and support the recruitment and appointment process through assisting in the development of "Notice of Vacancy" while ensuring all relevant forms and supporting documentation are completed and received.
- In adherence with the terms of reference, the Office of City Clerk and Lead Staff oversee panel selection with input from relevant departments.
- The Office of the City Clerk will work with Lead Staff members to ensure new members receive orientation.

4.2.2 Public Members**Chair**

- The presiding officer of the Built Heritage Experts Panel will be referred to as "Chair." An experts panel member shall not serve as a Chair for more than three consecutive years except in extenuating circumstances (see Term Limits).
- Uphold experts panel processes and functions in accordance with all terms presented, maintaining productivity and focus. This includes ensuring committee members' conduct themselves in a professional manner.
- If appropriate, with support from the City Clerk and Staff Lead, the Chair will help build and coordinate a work plan for the experts panel.
- Prepare and submit agenda items and accompanying materials to the City Clerk (i.e. act as a conduit for all communications between public members and the City Clerk).

- Where appropriate, support the Lead Staff and/or City Clerk in fulfilling panel requirements related to reporting processes (annual presentations, written reports, FAQ's etc.).
- Assist in the development of content for Notice of Vacancy documents.
- Review experts panel terms of reference with City Clerk and Staff Lead at the end of each term and be prepared to propose amendments as needed.

Public Members

Public members are expected to provide advice to support City decision making; applying, knowledge and experience related to the mandate of the Panel in carrying out functions commensurate with its defined purpose. Roles to include: active participation in meetings; representing professional designation to which they belong in the community and engaging with residents and experts when appropriate.

4.2.3 Council

The Built Heritage Experts Panel reports to the Committee of the Whole.

In cases where an item on the agenda of the Built Heritage Experts Panel (as detailed in a given meeting agenda) would benefit from having the Chair or other Council representative of the Committee of the Whole in attendance, it will be the responsibility of the Panel Chair and/or Lead Staff to inform the Committee of the Whole chair.

4.3 REPORTING

The Built Heritage Experts Panel shall report through the Committee of the Whole.

Standardized Reporting Process:

- The Built Heritage Experts Panel Lead Staff, Chair and City Clerk will work to complete a report for referral to the Committee of the Whole.
- Following reporting to the Committee of the Whole, the report will be posted to the City of St. John's website.
- Public expert representatives will be encouraged to report to (i.e. maintain open communication with) their respective affiliated professional organizations regarding the Panel's work.

5. COMMITTEE RECRUITMENT AND SELECTION

5.1 RECRUITMENT, VACANCIES, AND APPLICATIONS

Recruitment practices will be consistent for all experts panels. When new members are required a "Notice of Vacancy" will be prepared by the City Clerk and distributed through City communication channels by the Office of Strategy and Engagement. Additional communications opportunities may be identified by relevant departments/panel members. This document will include general information regarding panel purpose, the terms of reference and a link to the Application Form.

A vacancy on a panel occurs when a member resigns, vacates a position, or when their resignation is requested by the Chair. Vacancies may occur at: the date of resignation; the date the member ceases to be qualified; the

date the Chair declares the position vacant due to lack of attendance or incapacitation.

All applicants must complete an Application Form which may be downloaded from the City website, or obtained by visiting/calling Access 311. Applications will be made available in large print format upon request and may be submitted electronically, via mail, by phone, or in person to the attention of the City Clerk's Office.

5.2 ELIGIBILITY AND SELECTION

Eligibility

Appointments to City of St. John's Built Heritage Experts Panel will follow Section 3. Membership and Composition.

Selection Criteria

In addition to eligibility requirements, an applicant's specific skills and experience will be important factors in panel selection. While all who meet the Eligibility Requirements outlined are encouraged to apply, applicants with demonstrated participation in groups or initiatives with goals relevant to an expert panel's purpose will be preferred. Some other considerations pertaining to general selection criteria include: past professional and volunteer experience, ability to perform required tasks, and complementary skills, or competencies possessed. Those who are selected to serve on City experts' panel will be notified by email. A handbook and other relevant information will also be provided to successful applicants.

6 PUBLIC ENGAGEMENT

The City of St. John's recognizes that engagement between the City and its citizens is an essential component of an effective municipal government. The City views public engagement as a process – one that facilitates dialogue with the right people, using the right tools, at the right time, on subject areas of mutual interest.

In accordance with the City of St. John's [Engage! Policy](#), the role of the Experts Panel in the spectrum of engagement will fall within the realm of "consultation." As such, City of St. John's experts panels will be based on the principles of commitment, accountability, clear and timely information, and inclusiveness.

Experts' panels are only one of the ways to engage with the City. Where applicable the City will consider the use of other tools to gather perspectives and input. For more information on public engagement in the City of St. John's or to find out how to get involved or learn about what's coming up, check out the engagement page on the City's website. You can also check out the City's [Engage! St. John's](#) online engagement platform and connect with us on [Twitter](#) and [Facebook](#).

7 OTHER GOVERNANCE

7.1 REVIEW OF TERMS

Taking into account recommendations from the Panel Chair, Committee of the Whole Chair, the City Clerk and Lead Staff, the Panel will, at the first meeting of each year, review Built Heritage Experts Panel Terms of Reference documents. The purpose of this review will be to ensure that the operations and function of each panel are still aligned with its defined purpose. A review template will be used to maintain consistency. Through this review process, amendments to the Terms of Reference will be proposed and recommended to the Committee of the Whole.

7.2 MEETING AND SCHEDULES

Built Heritage Experts Panel will meet monthly or as agenda items are determined. The exact frequency of the Built Heritage Experts Panel meetings will be determined by the Chair, Lead Staff, and City Clerk.

Unless otherwise specified (generally one week prior to a meeting) Built Heritage Experts Panel meetings shall be held at City Hall and shall be closed to the public.

7.3 CONFLICTS OF INTEREST AND CONFIDENTIALITY**Conflicts of Interest**

A conflict of interest refers to situations in which personal, occupational or financial considerations may affect or appear to affect the objectivity or fairness of decisions related to the panel's activities. A conflict of interest may be real, potential or perceived in nature. Conflict of Interest may occur when a panel member participates in discussion or decision-making about a matter which may financially benefit that Member or a member of his/her family, or someone with whom the panel member has a close personal relationship, directly or indirectly, regardless of the size of the benefit.

In cases where the panel agenda or discussions present a conflict of interest for a member, that member is required to declare such conflict; to abstain from discussion; and remove himself/herself from the meeting room until the agenda item has been dealt with by the Panel.

Confidentiality:

All Panel members are required to refrain from the use or transmission of any confidential or privileged information while serving with the Built Heritage Experts Panel.

Staff Liaison Name:

Signature: _____

Date: _____

Chair Name:

Signature: _____

Date: _____

City Clerk Name:

Signature: _____

Date: _____

ST. JOHN'S

Minutes of Built Heritage Experts Panel

September 30, 2020

12:00 p.m.

Virtual

Present: Glenn Barnes, Chairperson
Dawn Boutilier, Planner
Rachel Fitkowski, Landscape Architect
Mark Whalen, Architecture

Regrets: Bruce Blackwood, Contractor
Garnet Kindervater, Contractor

Staff: Ken O'Brien, Chief Municipal Planner
Ann Marie Cashin, Heritage and Urban Planner
Maureen Harvey, Legislative Assistant

1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

Recommendation

Moved By Mark Whalen

Seconded By Dawn Boutilier

That the agenda be adopted as circulated.

CARRIED UNANIMOUSLY

3. **ADOPTION OF THE MINUTES**

3.1 **Adoption of Minutes - August 19, 2020**

Recommendation

Moved By Rachel Fitkowski

Seconded By Dawn Boutillier

That the minutes be adopted as presented.

CARRIED UNANIMOUSLY

4. BUSINESS ARISING FROM THE MINUTES

5. NEW BUSINESS

5.1 2020 Heritage Financial Incentives Program

The Panel discussed Staff's recommendation on the awarding of the Heritage Financial Incentives Program. As the Panel's recommendation requires Council approval, the list will be published following Council's consideration.

Recommendation

Moved By Mark Whalen

Seconded By Dawn Boutillier

That Council approve the list of 2020 heritage grants recipients and recommends staff make modest adjustments to ensure the total amount does not exceed budget.

CARRIED UNANIMOUSLY

6. PRESENTATIONS/DELEGATIONS

6.1 50 Bonaventure Avenue, Heritage Designation

Cindy and John Purtill were invited to the meeting and proceeded to outline their intent to designate their building and add a café establishment to their existing bed and breakfast.

The Panel was informed the City received an application to designate the building at 50 Bonaventure Avenue as a Heritage Building. The subject property is located within Heritage Area 2, is designated Residential Downtown under the St. John's Municipal Plan and is zoned Residential Medium Density (R2). Should Council designate the building as a Heritage Building, discretionary uses in the R2 Zone include Heritage Use.

The staff review, including the Designation Criteria review, has not been completed to date and therefore this application is presented to the Built Heritage Experts Panel (BHEP) as an Information Note. Following staff review, a Decision Note regarding the application will be sent to the BHEP for an e-vote.

Background information submitted by the applicant included in the agenda. Should Council decide to proceed with designating the building, the applicants will apply for a Heritage Use under the R2 Zone. The subject property is currently a Bed & Breakfast and the applicant would like to offer High Tea at the property. Under the St. John's Development Regulations, this would be considered a café/Eating Establishment which is not permitted under the R2 Zone. If the building is designated, Council could consider the café as a discretionary Heritage Use. The applicants would like to include an area in the café which describes the history of the building.

The Panel discussed the matter with agreement that once staff conducts its review, it will be forwarded to the Panel for an e-vote.

7. ADJOURNMENT

This being the last meeting for a number of members on the Panel whose terms have expired, appreciation was expressed for their unwavering support and valuable contribution to heritage within the City. There being no further business, the meeting adjourned at 12:47 pm.

GLENN BARNES, CHAIR

DECISION/DIRECTION NOTE

Title: 3 Park Place – Text Amendment Application

Date Prepared: December 2, 2020

Report To: Built Heritage Experts Panel

Councillor and Role: Maggie Burton, Built Heritage Experts Panel

Ward: Ward 2

Decision/Direction Required:

To review a proposed text amendment to the St. John's Development Regulations that would expand Heritage Use to allow the development of a Dwelling Unit in a designated Carriage House (a historic residential accessory building) and provide comments to staff.

Discussion – Background and Current Status:

The City has received an application to develop a Dwelling Unit in a Carriage House (a historic residential accessory building) at the rear of 3 Park Place along Rennie's Mill Road near Bannerman Park. A text amendment to the St. John's Development Regulations is required in order to consider this development. Council has directive to advertise the proposed amendment for public comments and has referred the application to the Built Heritage Experts Panel.

The subject property is located in Heritage Area 1, is in the Residential Low Density District of the St. John's Municipal Plan and is zoned Residential Low Density (R1). This property is designated by Council as a Heritage Building and is a rare instance where the designation includes the entire property, not just the footprint of the main building. Therefore, both the house and the Carriage House are designated as Heritage Buildings

In the Statement of Significance (attached), the character-defining elements of the Carriage House include those original features that reflect upper-class outbuilding architecture for that period, including a mansard roof with dormers, original window and door openings, large garage doors originally intended for a horse carriage, and location at the rear of the property.

This is a significant change to consider a dwelling unit in an outbuilding on a residential property, and such an application has always been rejected, so some background is important. We have received one similar application in recent years (it did not proceed). The reason this is being considered now is to allow the economic use of a heritage property, with the aim of ensuring that it remains standing rather than being torn down and lost at some time in the future. This is in line with why a heritage designation can enable other uses beyond what is typically allowed in a zone.

ST. JOHN'S

The proposed amendment is written specifically for Heritage Use, which applies only to a designated Heritage Building. Therefore, it does not set a precedent for other property owners to allow them to develop a residential dwelling unit in a backyard shed, garage or other outbuilding.

Background on Previous Applications

In 2002, the property owners at the time applied for a permit to do interior and exterior renovations on the Carriage House. When the City inspected the renovations, we found that the contractor had installed living quarters (washroom, bedroom and kitchen) in violation of the St. John's Development Regulations. The owner was ordered to remove the bedroom and kitchen and did so.

An application followed soon after to add a living unit in the Carriage House. Residential units are not permitted in accessory buildings, so the application was rejected. The owner at the time appealed the decision; the St. John's Local Board of Appeal denied the appeal.

Current Application

The current owner is different from the previous owner. The current application requests a text amendment to the Development Regulations to allow a Dwelling Unit in the Carriage House. As the Carriage House is designated by Council as a Heritage Building, a Heritage Use could be considered.

HERITAGE USE means any Use of a designated heritage building which is, in Council's opinion, compatible with the adjoining Uses.

The St. John's Regional Fire Department expressed no concerns regarding access for firefighting. However, the SJRFD did note that the developer will need to contact the City's Inspection Services Division to ensure that the National Building Code is followed for renovations. Should Council agree to adopt the amendment to enable such an application, the owner would apply for a renovation permit later.

The application was reviewed by the City's Development and Engineering staff. Engineering staff specified how the building would need to be serviced to accommodate two residential buildings on the one lot, but there were no concerns with the proposed use.

Draft Amendment

The draft text amendment is attached for reference. The idea of allowing more than one residential building on a lot by converting a Carriage House into a dwelling unit is a new concept for St. John's, though similar developments are allowed in other Canadian cities. The amendment would limit the conversion to designated Heritage Buildings only. Currently, there are four (4) heritage-designated Carriage Houses in the city: Sunnyside Coach House at 70 Circular Road, Angel House at 164 Hamilton Avenue, the Squires Barn and Carriage House at 315-317 Mount Scio Road, and 3 Park Place.

The proposed amendment:

- will not allow a dwelling unit to be developed within an accessory building unless it is designated as a Heritage Building and approved by Council;
- will not allow the property owner of a Heritage Building to apply for a new accessory building for the purpose of adding a residential unit;
- will limit the number of units in a designated Carriage House to 1 Dwelling Unit; and
- could allow someone who owns a non-designated historic Carriage House to apply for designation in order for Council to consider a residential unit in the Carriage House.

To make this clear in the Development Regulations, three changes are required:

1. Add a definition for Carriage House.
2. Exclude Carriage House from the definition of an Accessory Building.
3. Add conditions for a Heritage Use (Carriage House) to Section 7 “Special Developments”.

The attached amendment is in draft form. Edits can be made to the amendment following public consultation and before Council votes on whether to adopt it.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Neighbouring residential and property owners; heritage organizations; owners of designated Carriage Houses; owners of other Carriage Houses that might merit heritage designation.
3. Alignment with Strategic Directions/Adopted Plans:
St. John’s Strategic Plan 2019-2029 – A Sustainable City – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: Text amendments to the St. John’s Development Regulations are required. To date, a Dwelling Unit has not been permitted in an outbuilding on a residential property.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: The City has advertised the proposed amendment in accordance with Section 5.5 of the Development Regulations.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.
9. Information Technology Implications: Not applicable

10. Other Implications: Not applicable.

Recommendation:

That the Built Heritage Experts Panel review the proposed text amendment for development at 3 Park Place and make a recommendation to staff on this matter.

Prepared by: Ann-Marie Cashin, MCIP, Planner III – Urban Design & Heritage

Approved by: Ken O'Brien, MCIP, Chief Municipal Planner

Report Approval Details

Document Title:	3 Park Place - Text Amendment Application.docx
Attachments:	- 3 Park Place - Attachments.pdf
Final Approval Date:	Dec 3, 2020

This report and all of its attachments were approved and signed as outlined below:

Ken O'Brien - Dec 3, 2020 - 10:12 AM

Jason Sinyard - Dec 3, 2020 - 10:28 AM



SUBJECT PROPERTY

RENNIES MILL RD

MONKSTOWN RD

**RESOLUTION
ST. JOHN'S DEVELOPMENT REGULATIONS
AMENDMENT NUMBER XXX, 2020**

WHEREAS the City of St. John's wishes to allow a Dwelling Unit in a designated Heritage Building (Carriage House).

BE IT THEREFORE RESOLVED that the City of St. John's hereby adopts the following text amendments to the St. John's Development Regulations in accordance with the provisions of the Urban and Rural Planning Act:

1) Add Section 2 Definitions:

"CARRIAGE HOUSE means a designated Heritage Building which is a detached subordinate Building originally designed primarily for the storage of carriages."

2) Repeal Section 2 Definitions of "Accessory Building" and substitute the following:

"ACCESSORY BUILDING means:

(i.) a detached subordinate building not used as a dwelling, located on the same lot as the main building to which it is an accessory and which has a use that is customarily incidental or complementary to the main use of the building or land;

(ii.) for residential uses, domestic garages, carports, ramps, sheds, swimming pools, greenhouses, cold frames, fuel sheds, vegetable storage cellars, shelters for domestic pets or radio and television antennae;

(iii.) for commercial uses, workshops or garages; and

(iv.) for industrial uses, garages, offices, raised ramps and docks;

and does not include a Carriage House."

3) Amend Section 7 Special Developments to add:

"7.36 HERITAGE BUILDING (CARRIAGE HOUSE)

(a) One Dwelling Unit may be permitted."

BE IT FURTHER RESOLVED that the City of St. John's requests the Minister of Environment, Climate Change and Municipalities to register the proposed amendment in accordance with the requirements of the Urban and Rural Planning Act, 2000.

IN WITNESS THEREOF the Seal of the City of St. John's has been hereunto affixed and this Resolution has been signed by the Mayor and the City Clerk on behalf of Council this ____ day of _____, **2020**.

Mayor

MCIP

I hereby certify that this Amendment has been prepared in accordance with the Urban and Rural Planning Act, 2000.

City Clerk

Council Adoption

Provincial Registration

Statement of Significance



3 Park Place

Formal Recognition Type

City of St. John's Heritage Building, Structure, Land or Area

Description of Historic Place

The house located at 3 Park Place, St. John's, is a three-storey, semi-attached Second Empire style home. An associated coach house is located at the back of the property. The designation is confined to the property.

Heritage Value

3 Park Place has been designated a Municipal Heritage Building because of its architectural, historical, and social values.

Architecturally, 3 Park Place is significant because it is a great example of the modified Second Empire style made popular in Newfoundland by John Thomas Southcott. John Thomas, who was partner in the family building firm J. and J.T. Southcott, introduced the idea of a concave roof and bonneted dormers to Newfoundland architecture after visiting England in 1876. As his influence spread across Newfoundland, this style of Second Empire became directly associated with the Southcott family and today, bonneted dormers in Downtown St. John's are still referred to as Southcott dormers. This particular house, besides being a Southcott house, is likely one of the best examples of a Second Empire house in St. John's. Virtually unaltered, this semi-detached house features numerous characteristics typical of the Second Empire style including the concave roof with dormers, three-sided bays, and ornate exterior decoration. Symmetry is maintained along the front façade through the use of matching window shapes along each level, which also corresponds with the adjoining house creating the appearance of one continuous dwelling. Located at the back of the house is a large, original stained-glass window, which was installed as a means of lighting the main interior stairwell. Other original features that add to the charm and elegance of this home are the fanlight and sidelights surrounding the main door, the pilasters along the corners of the house and the ornate wooden detailing added to windows.

Historically, 3 Park Place is valuable because of the prominent people associated with it. In addition to its very famous architect, John Thomas Southcott, 3 Park Place was the residence of

James Harvey Monroe (1861-1922). Monroe immigrated to Newfoundland from Ireland in 1882 to assist his brother Moses in managing the Colonial Cordage Company. The Company, known as the "Ropewalk", made rope, twine and nets. By the mid 1880s the firm employed 180 people.

For the people of St. John's, this house is socially important to them for a number of reasons. Located on a small street near a public park, this house is well known among residents as one of the more impressive houses built by Southcott in downtown St. John's. It has been featured on a number of advertisements for the area, most notably the Parks Canada plaque on Rennie's Mill Road. Complete with its original coach house, this house serves as a reminder to both locals and tourists of Newfoundland's past success.

Source: City of St. John's, Council meeting held 2005/05/30

Character Defining Elements

For the house, all features typical of the Second Empire style, including;

- concave mansard roof, bonneted dormers, pilasters, bay windows with base panels, eaves brackets;
- narrow wooden clapboard siding;
- all original windows including stain-glass window at rear of building;
- decorative wood appliqué on windows;
- fanlight window and sidelights surrounding main entranceway;
- size and appearance of main door;
- location of main entrance;
- symmetrical façade; and
- overall dimensions and location of structure.

For the carriage house, all those original features reflective of upper class outbuilding architecture for the period, including:

- mansard roof with dormers;
- original window and door openings;
- large garage doors, originally intended for a carriage; and
- location at the rear of the property.

Notes of Interest

Large stained-glass window at rear of building. This particular house is a version of Southcott's Second Empire.

Location and History

Community	St. John's
Municipality	City of St. John's
Civic Address	003 Park Place
Construction (circa)	1883 - 1887
Architect	John Thomas Southcott
Style	Second Empire
Building Plan	Rectangular Long Façade
Website Link	http://thecanadianencyclopedia.com/en/article/john-thomas-southcott/

Additional Photos



