SAINT JOHN HERITAGE CONSERVATION AREAS

Conservation Plans

PREFACE

In 2008 Saint John adopted the Standards and Guidelines for the Conservation of Historic Places in Canada. These national Standards and Guidelines provide sound, practical ways to achieve good conservation practice. The objective any conservation work is to meet functional goals while respecting the heritage value and character-defining elements of your historic place. Often this respect means "minimal change", which is the foundation of good conservation practice. [See: www.pc.gc.ca/eng/docs/pc/guide.]

Conservation, in the context of these Standards, refers to retaining the heritage value of historic places and extending their physical life. It is useful to consider conservation as an umbrella term comprising three distinct approaches:

1 preservation
2 rehabilitation
3 restoration

A given conservation project will often include a combination of these three conservation activities. It is vital to ensure that all those involved in every step of a conservation project possess the right training and skills. They must be familiar with the conservation approaches and be well supervised.

The Practical Conservation Guidelines series provides helpful information, technical details and illustrations to help guide your conservation project and are to be used in conjunction with the Standards and Guidelines.

The first and absolutely essential step in any project is to identify and describe the elements that are important in defining the overall heritage value of the historic place. The balance of this Practical Conservation Guideline CONSERVATION PLANS will assist you to research and document your property.

INTRODUCTION TO CONSERVATION PLANS

This Practical Conservation Guideline is one in a series that advises property owners on how to carry out appropriate maintenance, repair and conservation on their buildings. It is provided for use by your design professional as a guide for the preparation of a sensitive and cost effective conservation work plan. This Plan should be submitted prior to your application for a Certificate of Appropriateness.

A Conservation Plan is intended to assist property owners to identify and retain the culturally significant, or "character-defining", elements of their buildings while accommodating functional needs. Although this approach will ensure long and useful lives for the buildings, emphasis should also be placed on the conservation of existing material and the prevention of further deterioration. The development of an appropriate Conservation Plan is also essential for conserving your building in a cost-effective manner.

SAINT JOHN

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CONSERVATION PHILOSOPHY

Saint John is notable for its fine collection of historic buildings which have remained intact for more than a century. These unique buildings help to define the spirit and character of our city. A Conservation Plan provides direction for property owners to complete work that conserves the elements and details that make up the architectural and historic character of their buildings. The historic buildings of Saint John provide a unique image for our city as well as rich architectural legacy to build on as we develop for our future.

Conservation planning must be sensitive to the original design characteristics of the building. Conservation planning should observe the following guidelines:

- Work on a building should be appropriate to its design, age and character.
- If a building feature or character-defining element remains intact, conserve and repair it.
- Consider reconstruction of building features or character-defining elements which have been altered and are "out of character" with the historic integrity of the building.
- If a building feature or character-defining element requires replacement, replace it with matching materials, appropriate to the design, age and character of the building.

CONSERVATION PLAN

By using the documentation and costing which will be identified in the following sections it will be possible for your design professional to develop a Conservation Plan which both clarifies the recommended work items and establishes the relative priority of each conservation item. The Conservation Plan can then be used to plan and budget the undertaking of work over a given time period. This will enable you as the property owner, in a cost-effective manner, to stay focused on a work plan which respects the architectural integrity and historical character of your building.

CONSERVATION PLANNING

The older buildings of Saint John are precious cultural and economic resources that provide a unique image for our city. The value of your property will be enhanced by work guided by an appropriate Conservation Plan. A Conservation Plan ensures that your historic building will have the best opportunity to endure the natural elements. In order to conserve the authenticity and integrity of your building, emphasis needs to be placed on conservation of existing material and prevention of further deterioration.

Many historic buildings have been successfully conserved for well over one hundred and thirty years. Others, without a program of regular maintenance have not been so lucky and, as such, are in declining states of repair. Unfortunately a lack of regular maintenance has resulted in many buildings being demolished because the costs of the required major repairs exceeded the market value of the building. Ongoing conservation planning through the recommendations of a realistic Conservation Plan could in many cases have saved a building or its components at a fraction of the cost of replacement. It has been estimated that for every $1 spent on preventative building maintenance, $100 can be saved within 5 years.

Building owners are often unaware of the benefits of implementing a Conservation Plan. Early failures of building components are often not visible. Since they do not always cause immediate problems, building owners often ignore them until they become costly and unmanageable. All building systems and components require routine inspection and maintenance. Otherwise they can degrade at an accelerated rate. Effective planning is critical in conserving your building.

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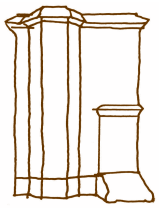
A BUILDING PRIMER

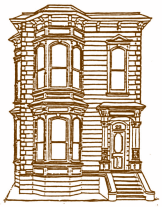
Before we examine the three conservation approaches, it may be helpful to look at your building in terms of the following aspects:

- Mass/Form - these are the most basic broad-stroke elements and include the building's proportions, facade pattern of solids and openings, roof pitch, rhythm of elements, etc;
- Elements/Materials - these are the various 'parts' of the building which contribute to its character and include such elements as doors, windows, roofs, eaves, cornices, dormers, gables, verandas, chimneys, etc.
- Details/Integrity - these are the finer elements indicative of the builder's artisanry and include the mouldings, trim, brackets, mountings, columns, brick corbels, balusters, dentils, etc.



• Mass/Form

• Elements/Materials



• Details/Integrity

CONSERVATION APPROACHES

Preservation, rehabilitation and restoration may all be components of a Conservation Plan. A Conservation Plan for your building will identify the appropriate conservation approach for each component of the proposed work. The three approaches can vary in the degree of authenticity or amount of sensitivity they show for the original historic fabric and character-defining elements of the building. A maximum degree of authenticity is achieved when there is minimal change to the original building. Conversely, a lot of change removes authentic historic fabric. Retaining and repairing the original components of your building which are in serviceable condition is strongly recommended and usually less expensive than replacement.

The following section describes the conservation approaches in greater detail.

Preservation: Existing materials are protected from weather and vandalism, to ensure continued existence. Original materials are not changed. Protection could include: for a building's Mass/Form - structural bracing/reinforcing; for its Elements/Materials - covering of exposed openings; and in terms of Details/Integrity - documentation and removal of fragile components to a secure area.

Restoration: A building is returned to a well-documented appearance of an earlier time by removing later layers of material and by replacing missing elements or details. Through this process, original materials are uncovered or revealed with minimal disturbance to them. The two variations described below aim for a high degree of authenticity.

Period Restoration: The mass/form of a building is returned to its appearance at a chosen earlier time. Elements and materials of the building which have been added during the time after the period to which the building is to be restored are removed, even though they might have historic value in their own right. Missing elements/materials may be replicated/reconstructed using traditional materials, construction techniques and detailing. Existing or missing details are repaired/reconstructed/replicated to exactly match original profiles. In any restoration, it is critical not to create an appearance which never existed.

Composite Restoration: All significant architectural features from all historical periods are left intact. Emphasis is placed on revealing the continuity of the historical development of the building. Newer elements/materials which are of little or no value may be removed if this will expose intact historical or architectural features of greater value. Missing elements and details may be replaced as in Period Restoration, but only when this does not obscure authentic historic fabric.

Rehabilitation: A property is returned to a usable state through repair or sensitive changes. Rehabilitation makes possible the contemporary use of a building while preserving those character-defining elements and features which are significant to the property's historic, architectural and cultural value. Two types of rehabilitation are described below.

Continued Use Rehabilitation: Sympathetic improvements are made to buildings that continue to be used for their original purpose. Mass/ Form - work is similar to that in Restoration. Elements/Materials - changes can include upgrading to meet building serviceability and fire/life safety requirements, including installation of new electrical and mechanical systems, improved disability access, fire escape stairs, etc. New elements are of a sensitive design and use traditional materials. Details/Integrity - new elements match original materials, profiles and detailing.

Adaptive Reuse Rehabilitation: A building is sympathetically converted to a new use. Mass/Form – modifications to the building may be required to accommodate the new spatial and circulation needs. This process is sometimes termed "retrofit". Work on elements and details are similar to that indicated in Continued Use Rehabilitation.

OTHER APPROACHES

In addition to the three recommended conservation approaches, it may be helpful to be aware of other terms often used in conjunction with building projects. Of the following, only replication and, to a lesser degree, reconstruction may be considered acceptable activities as part of a conservation project.

Replication: Missing components of a building are reproduced with a high level of authenticity where there is an abundance of historical and pictorial evidence available to determine the original appearance and detailing. Mass/Form - missing additions, ells, etc. that may have been removed, are rebuilt. Elements/Materials - if these are too deteriorated or missing, they are built using traditional materials and construction techniques. Details/Integrity - these are built to exactly match original profiles.

Reconstruction: Missing components of a building are constructed with the same Mass/Form, Elements/Materials and Detailing/Integrity as they might have traditionally appeared. The degree of authenticity of the new construction is not as high because less historical and pictorial evidence is available.

Renovation: Extensive changes or additions are made to existing buildings both internally and externally in order to "renew", or "renovate", the structure. These changes, particularly as they affect residences, are often made in response to a need for more space, general improvements or lifestyle considerations. Mass/Form - changes may not be sympathetic to the existing buildings or neighbourhood. Elements/Materials - new work may be of traditional materials but made with current construction techniques. Details/Integrity - these are often absent in new work or appear similar to the original only if viewed from some distance. Renovation is usually not considered an acceptable conservation activity.

Modernization: A property "make-over" is often a response to the latest trend or a "no maintenance required" sales pitch. Mass/Form - modifications are often not sensitive to the existing building or neighbourhood. Elements/Materials - traditional components are often unwisely and unnecessarily replaced with vinyl, aluminum, etc. in a misguided attempt to save energy. Studies have shown that capital costs of new windows cannot be recovered by energy savings even if they are spread over 25 years. Details/Integrity -these are often obliterated in the name of progress. Modernization is not an acceptable conservation activity.

Demolition: the ultimate measure of change with no respect for the building's architectural, historical or cultural value. Demolition is obviously not an acceptable conservation activity.

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HOW TO USE THIS GUIDELINE

When developing a Conservation Plan for your historic building, it is important to have a comprehensive understanding of the place before intervening or making changes to it. Only with understanding can one proceed to the planning of what to do with the building, and to using it in a way that is compatible with its heritage value.

A Conservation Plan will help establish accurately the scope and priority of the work to be done. All conservation work should be sensitive to the architectural character of the original buildings. Property owners are encouraged to hire a knowledgeable design professional to prepare a Conservation Plan for their building. Grants are available to help offset this cost.

This guideline is organized so property owners and their design professionals can use checklists to identify, specify, cost and prioritize conservation work. An effective Conservation Plan can be generated using the following 5-step procedure:

1 ARCHITECTURAL ASSESSMENT

2 INSPECTION

3 DOCUMENTATION

4 PRIORITIZATION / COSTING

5 PHASED IMPLEMENTATION

1 ARCHITECTURAL ASSESSMENT

Sensitive conservation can be best achieved by first determining what your building originally looked like and how it has changed over time. If you suspect the building has been altered significantly, identifying those elements which made it unique, provides a framework for, and identifies the goals of, your work. Libraries, archives, museums, historical societies, assessment and registry offices are all good places to find historic evidence of how the building looked originally. The documents you are looking for include photos, birds-eye views, plans, elevations, city directories, newspaper clippings, fire insurance maps, deeds and so on. Often newspaper articles described buildings under construction in great details. Family photo albums from the original owners or neighbours might show the building in the background. Fire insurance maps show the building footprint which makes it possible to determine where and when additions were carried out.

Looking at other similar unaltered buildings in your neighbourhood can often provide clues to the original appearance of your building. A design professional can tell you what the building was like, approximately when it was constructed, how authentic it is, etc., by assessing its architectural style (refer to the Practical Conservation Guideline on Architectural Styles). Using this information, you can determine those elements of your building that define its character and help it contribute to the unique image of Saint John. A Conservation Plan will guide you in carrying out the work in a way which is sensitive to the original architecture of your building.

2 INSPECTION

Your design professional will next thoroughly inspect your building from top to bottom (roof, flashings, walls, windows, doors, foundations, site, etc). After identifying all the areas where remedial work is required, and determining how the building was originally built, your design professional will recommend the most appropriate level of intervention (Stabilization, Restoration, Rehabilitation, Replication or Reconstruction) for each component of work to be undertaken.

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Retaining and repairing the original character-defining features of your building, which are present and in good condition, is a requirement for buildings in a Heritage Conservation Area and is usually less expensive than replacement. Doing so also maximizes your investment in the building.

Once you have decided on the work to be done, your design professional can prepare a drawing with notes that clearly specify the extent of the work to be done, as well as the quality of the work and the materials to be used. This documentation ensures that you will obtain the best possible price, since all contractors will be bidding competitively on the same scope of work and the same quality of job.

Prior to your design-professional starting an inspection, ensure that you have made the necessary preparations. Access must be arranged before the actual inspection. A compact inspection kit containing the following items should be assembled.

- Protective clothing or coveralls & cotton gloves
- Flashlight
- Binoculars
- Compact screwdriver set
- Small knife or awl
- Small steel pry-bar
- Profile gauge
- Steel tape measure
- Camera
- Conservation Plan checklists
- Closable clipboard, paper and pencil

A small heavy-duty nylon bag is ideal for carrying these items. Binder clips are helpful in holding down paper on windy days. Although scheduling inspections for warm weather helps make the task more pleasant, a stormy day follow-up inspection may provide further insight into those areas requiring attention. It is also helpful to review the inspection route before the actual inspection to identify and be prepared for possible barriers. An inspection should begin at areas requiring obvious attention, devoting the time necessary to identify and document them. Otherwise, the sequence of this guideline can be followed.

3 DOCUMENTATION

The checklists in this guideline will assist your design professional in documenting specific areas that were identified during inspection, as requiring routine or immediate attention. For later reference it is important to identity the item with a sketch and note its location in the area provided on the check list. Specific details should be examined and clearly recorded on the space following the checklist item. During the inspection each item identified on the checklist should be marked off to insure a thorough assessment of the building has been completed. It may be necessary to reproduce some of the checklists where more than one occurrence of a particular building component such as windows, doors, etc. is found.

Drawings and specifications of any required work may need to be prepared in order to solicit competitive bids from contractors. This will not only minimize the contractor's "guess work", which can inflate prices, but it can also form the basis of a contract which allows the owner to remain in control of the project.

4 PRIORITIZATION / COSTING

After completion of the inspection and documentation it will be necessary to prioritize the tasks required to ensure that the most critical items are dealt with first. The relative priority of each item should be indicated on the checklist space provided. Three levels of priority are suggested: work which should be done within 5 years, within 2 years, or immediately. Further inspection or research may be required to identify properly the relative priority of each item.

Costs required to complete identified conservation items should be included immediately following the priority checklist. It might be necessary to contact suppliers, contractors or other people experienced in doing similar work in order to establish accurate cost estimates. Included at the end of this guideline is a short list of probable costs which may be used to estimate project costs.

As a general conservation approach, the priority should be to do structural work, including foundation repairs, floor levelling, etc. first. This could be followed by repairs to the roof, walls (brick or wood), windows and doors. Finally, attention could be turned to architectural details, trim and interior cosmetic upgrading. This approach allows you to gradually return your building to its original appearance without having to redo work. It is critical to fix the root cause of a problem before working on the symptoms. For example many owners have brick repointed without realizing that the cause of the problem was a deteriorated roof flashing. If the cause is not adequately addressed, the symptoms will reoccur.

5 PHASED IMPLEMENTATION

Using this information it is now possible to set-out a conservation schedule which will help you to sensitively conserve your building in a manner which respects its original architectural and historic character. Your Conservation Plan will not only identify work items and approximate costs but also establish the relative priority of each item and clarify the appropriate level of intervention. Summarizing the costs of work items in terms of their priority also provides guidance in planning for immediate, short and long term conservation goals. Other Practical Conservation Guidelines in this series should be consulted where there are specific conservation issues related to proposed exterior work.

Property owners and caretakers should carry out preventative maintenance activities, such as caulking, painting, cleaning gutters, etc., on a regular basis. It has been estimated that every dollar wisely invested in routine maintenance can save $100 within five years. Your design professional can give you advice on spring tune-ups, summer construction projects, fall preventative maintenance and winter problem avoidance.

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STRUCTURE

The Heritage Conservation Areas By-Law of the City of Saint John deals primarily with the conservation of the exterior of buildings. However, the first step of your inspection should be to assess the structural condition of the building. Obvious structural problems should be corrected prior to any associated work identified on the exterior of the building. It is common that structural problems uncovered at the foundation/basement areas contribute to failures found on the exterior. In wood-framed buildings evidence of visible movement is common and should be investigated thoroughly to determine if it is better left as found or corrected. Since masonry buildings are less forgiving relative to movement, the source of the movement should be corrected before any masonry work is undertaken.

- Cracking at walls
- Foundation footings
- Foundation walls
- Bearing walls
- Bearing columns
- Floor joists
- Beams/Headers
- Connections
- Drainage
- Ventilation
- Chimneys

ROOFS *(See Practical Conservation Guideline for ROOFS)*

The shape, materials and decorative detailing of a roof help define a building's form and style. Roofs provide the primary protection from the elements that prevents moisture from entering the building and the wall assembly.

Access difficulties may make it necessary to engage the services of a qualified roofing inspector to access the roof condition. Binoculars are useful in identifying problems with the visible components of the roof. Repairs or alterations to existing roofs and roof components should be undertaken in a manner which respects the architectural integrity of the building.

- Original materials
- General condition
- Roof structure
- Flashings/Coping
- Projections
- Sloped roof
- 2 or 4 Ply roofing
- Modified roofing
- Drainage system
- Heat tracing
- Ventilation
- Chimneys

EAVES & CORNICES *(See Practical Conservation Guideline for Eaves & Cornices)*

Simple overhangs at the intersection of the roof and the wall are called eaves. In many buildings the eaves are elaborately detailed with mouldings and trim. Cornices add architectural interest to buildings at the top of the walls and in many situations are the primary decorative feature.

Even though they are often difficult to get close to, these elements must be inspected for physical damage, usually caused by water migration. They must also be inspected for safety reasons. Damaged or loose decorative components could fall off the building or even cause the entire cornice to pull loose.

This checklist should be copied so each eave or cornice may be evaluated independently. Its location or detailing should be identified in the area provided.

EAVES
- Original materials
- General condition
- Water penetration
- Fasteners
- Sealants
- Rainware
- Special features

CORNICES
- Original materials
- General condition
- Water penetration
- Fasteners
- Sealants
- Rainware
- Special features

DORMERS and GABLES *(See Practical Conservation Guidelines for Dormers and Gables)*

Dormers are projections that extend through the roof. They consist of a window, the enclosing walls and a pitched or curved roof. Gables are the slope-topped end walls under a pitched roof, extending from the lowest part of the pitch to the ridge. Dormers and gables are often the most distinguishing features of a building's architectural style. Their size, shape and decorative features vary widely from building to building.

It was common to add dormers or gables to existing buildings to provide usable attic space. Dormers should be included in roofing inspections, particularly where they intersect with walls and roofs.

This checklist should be copied so each dormer or gable may be evaluated independently. Its location or detailing should be identified in the area provided.

DORMERS
- Original materials
- General condition
- Water migration
- Flashings
- Sealants
- Decorative woodwork
- Special features

GABLES
- Original materials
- General condition
- Water migration
- Flashings
- Sealants
- Decorative woodwork
- Special features

WALLS *(See Practical Conservation Guidelines for Facades, Wood and Masonry)*

Exterior walls provide the principle barrier between your living space and the weather. They also provide the proportioning, rhythm and detailing that help define the building style and our impression of the building's historic character.

When working on walls conserve the original fabric rather than remove and replace it. If replacing original components is required because the original components have deteriorated, replicate those removed. Historical accuracy is essential. If possible refer to historic photographs, sketches or similar buildings for clues and guidance.

Photographs and sketches can be included to further explain facade detailing. This checklist should be copied so each facade can be evaluated independently. Its location should be identified in the area provided.

- Original materials
- Surface repairs
- Replacements
- Building code upgrade
- Masonry repair
- Cracking/Bulging
- Cleaning
- Waterproofing
- Flashing
- Caulking
- Painting

Wood: Wood cladding and trim are common in the residential districts of the Heritage Conservation Areas. If properly maintained, wood cladding has a long service life. Due to the maintenance they require, wood components are the building features most commonly replaced or altered. Moisture migration is the leading cause of wood, flashing and fastener deterioration. No material, traditional or contemporary, is truly maintenance-free.

Masonry: Masonry walls of brick and to a lesser degree stone are more common in the commercial areas. Moisture migration and mortar failure are the leading sources of masonry deterioration. The typically long service life of masonry construction has tended to make some buildings owners complacent. They unwisely defer the required maintenance work, necessitating costly repairs down the road. When undertaking work on masonry walls, avoid mortar removal or cleaning techniques that cause damage to the surfaces of existing brick or stone.

WINDOWS *(See Practical Conservation Guidelines for Windows and Shutters)*

Windows are significant design elements of historic buildings. Their style, location, size, materials and configuration all help define a building's architectural character.

Windows are constructed of various components such as frames, sashes, glazing, flashings, and hardware. Many historic buildings may also have related window components such as storm windows, decorative glazing, grilles, shutters, etc., which should be considered when assessing the windows. If an original window has deteriorated to the extent that it requires replacement, the new window should replicate the original.

This checklist should be copied so each window may be evaluated independently. Its location and configuration should be identified in the area provided.

- Original materials
- Frame condition
- Sill condition
- Upper sash condition
- Lower sash condition
- Muntin bars
- Glazing
- Putty
- Flashing
- Caulking
- Head trim / entablature

- Jamb trim
- Weatherstripping
- Sash balance
- Special features
- Storm windows
- Paint

DOORS *(See Practical Conservation Guideline for Doors)*

The front door of a building is more than just an entry point or a barrier against intrusion. It is usually singled out for special decorative treatment to enhance the experience of both occupants and visitors alike. The lavish embellishments can provide for the pleasure of the visitor as they await entry. Secondary doors are usually less ornamented; however, they can still contribute to the building's visual impact.

Doors include related components such as door frames, surrounds, decorative glazing and trims, transoms, flashings, and hardware. These must be considered when assessing doors. If door components have been altered or replaced, returning the door's original characteristics is encouraged.

This checklist should be copied so each door may be evaluated independently. Its location or style should be identified by drawing it in the area provided.

- Original materials
- Door condition
- Jamb condition
- Threshold condition
- Glazing condition
- Transom
- Sidelites
- Surround condition
- Entablature condition
- Jamb trim condition
- Astragal
- Hardware
- Caulking
- Weatherstripping
- Storm doors
- Special features
- Paint

DETAILS

Details include wood and masonry trim and decorative embellishments. They contribute to the enrichment of the exterior, often providing the visual clues that define the overall building style. Building details can include: muntins, window and door trim, corner boards, cornice trim, bracketing, scrollwork and so on. They vary greatly from building to building.

It is important to conserve and repair the original materials and details rather than replace them. If replacing badly deteriorated original components, it is necessary to replicate the original. Historical accuracy is important. Refer to historic photographs, sketches or similar nearby buildings for guidance.

This checklist should be copied so details can be evaluated independently. The detail location should be identified by drawing it in the area provided.

- Original materials
- Woodwork
- Stonework
- Brickwork
- Brick Corbels
- Metalwork
- Window trim
- Door trim
- Cornice details
- Corner boards
- Plinth boards
- Flashing
- Fasteners
- Special features
- Paint

PAINT & COLOUR *(See Practical Conservation Guideline for Paint & Colour)*

Paint provides the protective layer that the wood and metal components of heritage buildings require to help them withstand the forces of weathering. In our climate paint usually lasts five to eight years; however, it should be inspected for problems every two years. Open joints and peeling or cracking paint should be repaired as soon as they are identified. Prepare the surface to be painted by scraping loose and flaking paint, using a heat gun where required, and then washing the surface with Trisodium Phosphate (TSP). Do not use an open flame to remove paint. Fire may wick into the building with disastrous results. Lead paint should be removed only when wearing a respirator. Masonry surfaces must never be painted because moisture trapped by the paint layer destroys the brick.

Colour has a significant impact upon our impression of a heritage building. If can be used to accentuate details and highlight changes of materials. Three-colour paint schemes tend to be most successful. Colour should be chosen to complement your building s style and age as well as that of its neighbours. In the spaces provided identify your paint colours (body, trim and accent).

- Body colour (light)
- Trim colour (medium)
- Accent colour (dark)

PAINT
- Paint condition
- Paint removal
- Paint type
- Subsurface condition
- Caulking

COLOUR
- Original colours
- Traditional colours
- Two colour scheme
- Three colour scheme
- Colour placement

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SITE TOPICS & OUTBUILDINGS

Site topics include features such as landscaping, retaining walls, fencing, and walks. Generally they are not physically connected to the building. Nonetheless, they can help reinforce the overall impression of a building's historic value and help define its context. Removal or alteration of these features can have a negative impact on the building. It is important that they be evaluated during the development of a Conservation Plan.

Outbuildings are ancillary structures closely related to but not physically attached to the building being evaluated. Garages, carriage houses, storage buildings and greenhouses are the outbuildings commonly found in the Heritage Conservation Areas. Often outbuildings are unique examples of period structures and as such every effort should be made to conserve them. Outbuildings should be documented for conservation purposes using the guidelines established for historic buildings.

SITE TOPICS
- Original features
- Drainage
- Fencing
- Retaining walls/curbs
- Walks
- Vegetation

OUTBUILDINGS
- Original features
- Structure
- Roof
- Walls
- Details
- Specials features

MONITORING & PREVENTATIVE MAINTENANCE

The primary purpose of preventative maintenance is to prevent the premature failure of building components. It includes only routine maintenance activities, not major repairs. Prevention of failures is often dramatically less expensive than their repair or replacement. Preventative maintenance helps conserve a historic building's visual appeal and market value. It can also contribute to making a building safer. A Conservation Plan should include a preventative maintenance plan as part of its overall conservation strategy.

COST ESTIMATES

The following unit prices may be used to help estimate the probable cost of implementing a Conservation Plan. It is advisable to solicit estimates from contractors and suppliers to determine an accurate costing for the work outlines in your Conservation Plan. It should be noted that these estimated costs are often conditional on adjacent or related work items. Costs will vary depending on the scope of work, the time of year, the current state of the construction industry and the availability of materials and skilled labour.

Although every attempt has been made to be accurate and current, the cost estimates will vary according to the specifics of your building. The costs presented do not include taxes, administration costs and other such "soft costs." Values are listed in 2010 dollars.

Window (repair) _____

Window (replacement) _____

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Exterior door (replacement) _____

Clapboard (replacement) /sq ft _____

Shingle (replacement) /sq ft _____

Brick (repointing) /sq ft _____

Brick (rebuild/replace) /sq ft _____

Preservation Program _____

Masonry breathable coating /sq ft _____

Metal Cornice (repair) /In ft _____

Metal rails/fencing (repair) /In ft _____

Wood fencing (new) /In ft _____

Wood bracket (replacement) ea _____

Painting shingles/clapboard /sq ft _____

SUMMARY

When developing a comprehensive Conservation Plan it may be necessary to investigate issues not referred to in this guideline. Supplementary information such as photographs, historical images and sketches should form part of the Plan's documentation. High priority work items critical to safety and to preventing the loss of historic components must be completed before work of a lesser priority is undertaken.

To ensure the continued success of a Conservation Plan, monitoring the building's condition and periodically updating the Plan's estimated costs is essential. Planned reviews and effective record keeping will assist in maintaining the Plan's relevance and continuity. Through determination of the most appropriate level of intervention, sensitive planning, careful organization and appropriate implementation, homeowners can be assured that their historic building will remain properly conserved for their use and enjoyment well into the future

FOR MORE INFORMATION

The Practical Conservation Guidelines, application forms for Grants and Certificates of Appropriateness and other useful information for fixing up your older building is available from:

Heritage Staff | Planning & Development
10th Floor, City Hall
P.O. Box 1971
Saint John, New Brunswick | E2L 4L1
Phone: (506) 658 2835
Fax: (506) 658 2837

Email:Hertiage@saintjohn.ca
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