CHARLOTTETOWN

HERITAGE BOARD AGENDA
NOTICE OF MEETING

Monday, September 28, 2026, at 4:30 p.m.
Council Chambers, 2nd Floor, City Hall, 199 Queen Street
Live streaming: www.charlottetown.ca/video

1) **Call to Order**
2) **Declaration of Conflicts**
3) **Approval of Agenda –** Approval of Agenda for Monday, September 28, 2026
4) **Adoption of Minutes** – Approval of Meeting Minutes from Monday, August 24, 2026
5) **Business arising from Minutes**
6) **Reports/Discussions**
    a. **91 Water Street (PID #335760)** – Application to complete Exterior Alterations
    b. **2 Robertson Road (PID# 1068535 and 192336) formerly 400 St Peters Road (PID# 192336) –** Application to Complete Exterior Alterations
    c. **176 King Street (PID# 336271) –** Application to Amend a Heritage Property
    d. **88-90 Sydney Street (PID# 338053) –** Application to Restore and Rehabilitate
7) **Introduction of New Business**
8) **Adjournment of Public Session**

PLANNING AND HERITAGE: HERITAGE BOARD MINUTES OPEN SESSION
MONDAY, AUGUST 24, at 4:30PM
COUNCIL CHAMBERS, 2ND FLOOR, CITY HALL, 199 QUEEN STREET
Live Streaming: www.charlottetown.ca/video

Present:	**Councillor Julie McCabe, Interim Chair**	**Emile Gallant, RM**
	Councillor Norman Beck	**Lucas MacArthur, RM**
	Deputy Mayor Alanna Jankov*	**Sharon Larter, RM**
	***attended virtually**	**Tara Maloney, RM**
		Ken McInnis, RM
		Simon Moore, RM
		Aaron Stavert, RM
Also:	**Mike Ruus, Dir. Int. Growth**	**Jason Doucette, IO/AA****
	Natalie Munn, HO	****minute taker**
Applicants:	**N/A**	
Regrets:	**Brad MacConnell, CAO**	
	Mayor Phillip Brown	
	Donna Miller-Ayton, MGR, PH	

1. **Call to Order**

Interim Chair McCabe called the meeting to order at 4:30 PM.

2. **Declaration of Conflicts**

Chair McCabe asked if there were any conflicts; there being none, moved to the approval of the agenda.

3. **Approval of Agenda**

Moved by Simon Moore and seconded by Tara Maloney that the agenda for Monday, August 24, 2026, be approved.

CARRIED

4. **Adoption of Minutes**

Moved by Lucas MacArthur and seconded by Ken McInnis that the minutes of Monday, June 22, 2026, be approved.

CARRIED

5. **Business arising from Minutes**

There was no business arising from the minutes.

6. **Reports:**

a) **Heritage Awards (Closed Session)**

Moved by Lucas MacArthur and seconded by Ken McInnis that the Agenda item (a) Heritage Awards Discussion, be moved to a closed session for discussion, per section 119 (c), "*personal information about an identifiable individual, including a municipal employee or an employee of a controlled corporation"* and section 119 (e), "*a matter still under consideration, on which the council has not yet publicly announced a decision".*

CARRIED
(9-0)

MOTION:

Moved by Tara Maloney and seconded by Ken McInnis that Heritage Board approves the nominations as presented for the Heritage Awards and the Catherine Hennessey Award and these will be announced at a future planned event.

CARRIED
(9-0)

7. New Business

A member asked for follow-up if the railing had ever been checked at the Kirk of St. James church for compliance and staff indicated that the property was not a Designated Heritage Resource.

8. Adjournment

Moved by Lucas MacArthur and seconded by Tara Maloney that the meeting be adjourned.

CARRIED
(9-0)

The meeting was adjourned at 4:49 PM

_____
Deputy Mayor Jankov, Chair

City of Charlottetown Committee Report

Report No: HERT-2026-09-06

Date:
September 28, 2026

Directed to Council through the following Committee:
Heritage Board

Applicant: Buwen Zhang

Reporting Department:
Planning and Heritage Department

Other Associated Departments:
None

Prepared by:
Brad Vince, RPP, MCIP - Planner II & Heritage Officer

Attachments:

a) 1878 Panoramic View of Charlottetown Map
b) Metal Roof
c) Vinyl Windows
d) Original Wooden Window
e) Heritage Permit
f) Applicants Additional Information

Report Title:
Exterior Alterations to a Heritage Property, 91 Water Street (PID 335760), without a Heritage Permit.

Report Purpose:
To review the exterior alterations undertaken at 91 Water Street without the required Heritage Permit and to present the matter to the Heritage Board for consideration and determination of the appropriate outcome for the property.

Staff Recommendation:
That Heritage Board reject the application to install a metal roof and vinyl windows on the designated property at 91 Water Street, PID# 335760

Report Details:

91 Water Street (PID 335760) is a designated Heritage Resource located in the Downtown Mixed-Use Neighbourhood (DMUN) Zone of the 500 Lot Area.

On April 22nd, 2026, a site inspection was completed by the City of Charlottetown Planning and Heritage Department, to verify compliance with National Building Code, the Short-Term Rental Licensing Bylaw, and the Heritage Preservation Bylaw.

Regarding the Heritage Preservation Bylaw, it was determined that exterior alterations were made to the designated heritage property without the required heritage permits. These alterations included replacing a shingle asphalt roof with a metal roof and replacing wooden windows with vinyl windows.

Report Details Cont'd:

Under the *Heritage Preservation Bylaw,*

> *Section 5.2 Conditions on Heritage Permits, ss. 5.2.2 The Heritage Officer, Heritage Board and/or Council may place conditions on a Heritage Permit in relation to: d. requiring restitution to a previous state, where Development has proceeded without approval.*

In this case the original application was reviewed as a minor application, as per the *Heritage Preservation Bylaw,*

> *Section 4.2.3 Minor Application*
> *a. A Heritage Permit application is considered a minor application if it involves:*
> *ii. Exterior Building repairs, Alterations and maintenance, including siding and roofing where a change in material or design is proposed.*
> *iii. Window or door replacements in existing openings.*
> *b. Minor Applications are subject to an internal review by the Heritage Officer.*
> *c. Notwithstanding any other sections of this by-law, Heritage Permits for minor applications may be approved by the Heritage Officer. The Heritage Officer may at their discretion refer the application to the Heritage Board.*
> *d. If the application is rejected, the applicant may:*
> *i. Revise the application and resubmit; or*
> *ii. Request the application be processed as a non-substantive application, whereas the Heritage Officer shall prepare a Heritage Assessment Report and shall make a recommendation to the Heritage Board on the disposition of the Heritage Permit application. The disposition of the application shall be determined as per the Non-substantive application process below.*

Further, the bylaw establishes evaluation criteria in section 5,

> *In evaluating an application for a Heritage Permit involving a Building or Structure, the Heritage Officer, Heritage Board and/or Council shall review the compatibility of the proposed Development in relation to the original and/or existing Building or Structure, including the following:*
>
> *a. The Standards and Guidelines for the Conservation of Historic Places in Canada, as may be amended from time to time;*
> *b. The original character, construction and architectural details;*
> *c. The original or existing materials;*
> *d. The scale of a proposed Development in relation to the scale and proportions of the original or existing Building or Structure;*
> *e. The size and alignment of existing doors and windows;*
> *f. The material and style of existing windows and doors, including details such as the casements, sashes, mullions, muntins, trims, and glazing;*
> *g. The pitch, direction and arrangement of the roof and any associated chimney;*
> *h. The significance of the accessory Building to the historic nature of the property and the original design elements of the accessory structure; and*
> *i. Any other historical elements or architectural design considerations as deemed relevant by the Heritage Officer.*

Report Details Cont'd:
The proposed materials, a metal roof and vinyl windows, did not align with point c. the original or existing materials and were therefore rejected. The Heritage Preservation Bylaw is explicitly clear in section 6.5.1 *When the existing structure has wooden windows, the new windows shall also be wooden*.

When applications are made with proposals to change to materials that do not align with the Heritage Preservation Bylaw or the Standards and Guidelines of Historic Properties in Canada, Heritage Officers generally try to compromise with applicants and approval may be requested from the Heritage Board. Since these renovations are already completed, the Planning and Heritage Department was not given that opportunity to seek approval prior to the exterior alterations.

Given that the application did not align with the bylaw, the application to install a metal roof and vinyl windows was rejected on July 22, 2026. The applicants were informed that they could either complete the restitution as per the conditions of the rejected Heritage Permit or request the heritage permit application be processed as a Non-Substantive Application. Whereas the Heritage Officer shall prepare a Heritage Assessment Report and shall make a recommendation to the Heritage Board on the disposition of the Heritage Permit application.

The applicants have opted to proceed with the option to proceed as a non-substantive application and be reviewed at Heritage Board. The applicants also requested that appendix f) be shared as part of the Heritage Assessment Report.

Property History

The Bonded Warehouse is a three storey, brick commercial building located on Water Street. Originally used as a bonded warehouse for the Customs Department, the large building has been renovated and now houses offices. The designation (1979) encompasses the building's exterior and parcel; it does not include the building's interior.

Heritage Value

The heritage value of the Bonded Warehouse lies in its role in the history of Charlottetown, its association with chief coroner, Daniel Hodgson (1803-1883) and its importance to the Water Street streetscape.

Coroner, Daniel Hodgson had the warehouse built in 1859-1860. It was rented to the Customs Department for use as a bonded warehouse. This is a warehouse where goods are stored without excise or customs duties being charged until after they are removed from the warehouse. The shutters were made of iron and likely deterred theft of the goods inside. Built to last, it not only survived the Great Fire of 1866, it stopped the fire from moving any further.

Hodgson worked in a number of posts throughout his career. He was appointed chief coroner in 1830 and later, in 1839, he was selected to serve as Prothonotary (which meant he had the power to sign and affix the seal of the court to all applicable documents) and Clerk of the Crown. In 1853, during the absence of Judge Charles Young, Hodgson was appointed as Judge of Probate. Among his many roles, he also served as Commissioner for issuing treasury notes, Commissioner for affidavits in the Supreme Court and Clerk of the Crown for Justices of the Peace in 1864.

Merchant, Edward Kelly advertised the warehouse for rent in 1905. Kelly was a successful local merchant who owned property all over Charlottetown. Other occupants of the building include E.T. Higgs and the J.W.

Windsor Company.

The warehouse has changed little since it was built. It has been renovated over the years and now houses office space rather than goods. Located on a street with a range of early to mid-19th century architecture, the Bonded Warehouse is unique and compliments the streetscape. It is an important reminder of the role Water Street played in the commercial history of the city, when many seafaring vessels brought goods to and from the Island capital.

Character-Defining Elements

The following character-defining elements illustrate the heritage value of the Bonded Warehouse:

- The overall massing and solid brick construction of the building
- The style and placement of the brick and stone throughout the facade, including the freestone lintels and sills
- The placement and style of the windows, including the large windows on the second and third floors
- The placement and style of the double doors. The doors had been moved to their central location at some point in the building's history, however the door was once located below where the western first floor window sits.
- The shutters on the facade of the building. The areas where the shutters were once fastened on the sides of the building are still visible.
- The gabled roof

Other character-defining elements of the Bonded Warehouse are:

- The location of the building on Water Street

The Standards and Guidelines for the Conservation of Historic Places in Canada
https://www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf

4.3.3 Roofs
The need for regular replacement makes roofs vulnerable to changes that may affect their heritage value. Careful attention must be given to the detailing, pitch, exposure, material and shape when replacing a roof.

Recommended
Understanding the roof and how it contributes to the heritage value of the historic building.

Recommended
Replacing in kind extensively deteriorated or missing parts of roof assemblies where there are surviving prototypes.
Not Recommended
Replacing an entire roof element, such as a dormer, when limited replacement of deteriorated and missing parts is possible. Using a substitute material for the replacement part that neither conveys the same appearance as the surviving parts of the roof element, nor is physically or visually compatible.

Analysis & Conclusion:
Historically, the roofing material for most residential properties in Charlottetown was wood shingles. Over time and perhaps with some fire concerns, asphalt shingles gained popularity from approximately 1930 onwards. Increasingly, metal roofs are becoming the desired option on buildings. Several requests for metal roofs have been approved on designated heritage resources. However, only metal roofing which closely resembles the appropriate texture and scale of traditional roofing has been supported on these resources. In the past, metal shingle roofs have been approved, following consideration and approval from the Heritage Board, prior to the alteration.

The important aspect of this application review is that the work was completed without the appropriate Heritage Permit approval. Therefore, the Planning and Heritage Department was never given the opportunity to support the property owner with guidance on acceptable interventions for the exterior alteration, where a change in material was being proposed on a designated heritage resource.

Materials that may be acceptable for roof replacement, pending further review, could be asphalt shingles, metal shingle roof, alternative material shingling. As for the windows, natural or engineered wooden windows are desired, but fiberglass or aluminum clad may also be deemed an appropriate alternative material.

Given that the exterior alterations do not meet the appropriate materials for windows and texture of roofs on heritage resources, the Planning and Heritage Department recommends that Heritage Board reject the application to install a metal roof and vinyl windows on the designated heritage property at 91 Water Street PID 335760.

Council or Committee History:
None.

Financial Implications:
None.

Public Engagement and Communication:
None.

Legislative Authority:
City of Charlottetown Heritage Preservation Bylaw
Heritage Places Protection Act

Strategic Alignment:
Infrastructure and the Environment

Submitted by:
Brad Vince, RPP, MCIP



Planner II & Heritage Officer

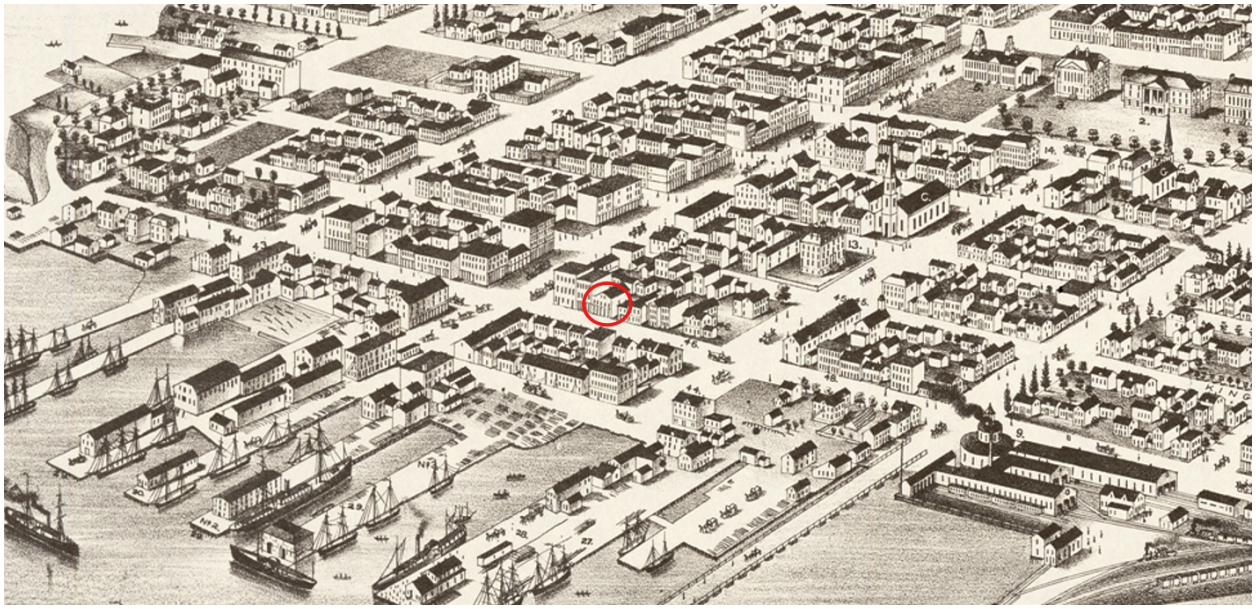
Reviewed By:

Manager	**Director**
Original document signed by Donna Miller-Ayton	Original document signed by Michael Ruus

Committee Recommendation: (if differing from staff)

Appendix

a) 1878 Panoramic View of Charlottetown Map



b) Metal Roof

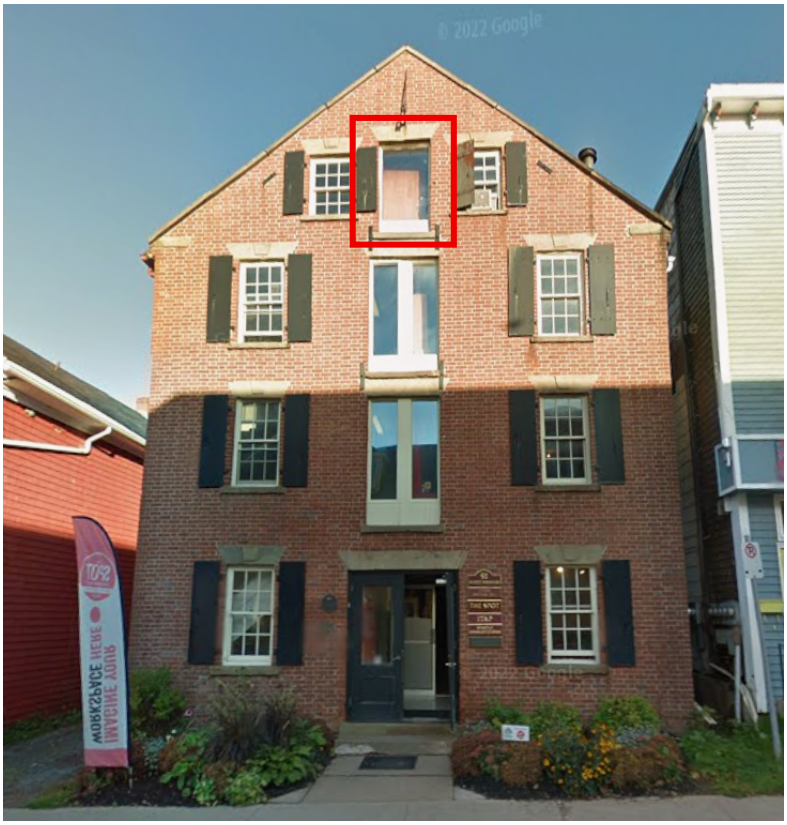


g) New Vinyl Windows





h) Original Wooden Window



CHARLOTTETOWN
Planning & Heritage Department

Permit #	019-HRT-26
File #	26-603
PID #	335760
Zone	DMUN

Phone 902-629-4158 | Fax 902-629-4156 | planning@charlottetown.ca | www.charlottetown.ca

HERITAGE PERMIT

POST THIS IN A CONSPICUOUS LOCATION DURING CONSTRUCTION

This document certifies that **Buwen Zhang**
of [redacted]
has been rejected for a Permit to complete exterior building alterations **to install a metal roof and replace existing wooden windows with vinyl windows.**
at the location of **91 Water Street**

Provided that the person accepting this permit shall in every respect conform to the City of Charlottetown Zoning & Development Bylaw, The Building Code Bylaw, and any other provisions set by the City of Charlottetown.

Any violation of the terms or conditions listed below may be deemed cause for revocation of this permit.

	Division	Condition
1.		The alterations made to the roof and windows, without approval, must be restored to its previous state, prior to the alterations.
2.		Must restore the metal roof to an asphalt shingle roof.
3.		Must restore the vinyl windows to wooden windows.

Approved By

Heritage Officer: Brad Vince Date: 07/22/2026
Name Signature

THIS IS NOT AN "OCCUPANCY PERMIT"

If you require a Building & Development Permit you must apply for a separate Permit.

Outlook

Re: 91 Water St - Heritage Application

From Vince, Brad <bvince@charlottetown.ca>
Date Tue 2026-09-08 9:53 AM
To Saifee Ghadiyali <[redacted]>; Katherine Hamilton <[redacted]>; Olivia <[redacted]>
Cc Mavani, Digen <dmavani@charlottetown.ca>; Christiaans, Jozeph <Jchristiaans@charlottetown.ca>

Hi Saifee,

Please accept my apologies for the delayed response as I am getting caught up on my emails received during my five-week leave.

Thank you for informing me that you would like to proceed with **Option 2** - Process the heritage permit application to Heritage Board as a non-substantive application. The Heritage Board meeting will take place on **September 28 at 3:30pm**.

As I mentioned in my previous email, I will prepare the Heritage Assessment Report with a recommendation to the board. Please be assured that I will include all of the background information that you have provided in the report.

I will follow up in the next few weeks if I require any additional information for the report.

Thank you,

Brad Vince, RPP, MCIP
Planner II - Policy
Heritage Officer

City of Charlottetown
Planning & Heritage Department
70 Kent Street, Charlottetown,
Prince Edward Island, Canada, C1A 1M9
Office: 902-629-4158
Cell: 902-388-0443
Email: bvince@charlottetown.ca

www.charlottetown.ca

CHARLOTTETOWN
Great things happen here.

From: Saifee Ghadiyali <[redacted]>
Sent: July 30, 2026 11:28 PM
To: Vince, Brad <bvince@charlottetown.ca>; Katherine Hamilton <[redacted]>; Olivia <[redacted]>
Cc: Mavani, Digen <dmavani@charlottetown.ca>; Christiaans, Jozeph <Jchristiaans@charlottetown.ca>
Subject: Re: 91 Water St - Heritage Application

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Brad,

Thank you for your detailed review of the Heritage Permit application for 91 Water Street and for taking the time to clearly outline the available options.

After carefully reviewing your email and discussing the matter with the property owners, they have decided to proceed with **Option 2** and respectfully request that the Heritage Permit application be processed as a non-substantive application and presented to the Heritage Board.

Before the Heritage Assessment Report is prepared, we would like to provide some additional background regarding the roof replacement and respectfully ask that these circumstances be considered as part of the Board's review.

The roof was replaced after the property sustained significant damage during a hurricane. Due to the age and deteriorated condition of the existing roof structure, the contractors recommended installing a metal roof as the safest and most durable solution to protect the building from future storms. The owners' intention was never to alter or diminish the heritage character of the property, but rather to preserve and protect the building following an emergency situation.

The owners fully acknowledge that the work was completed without first obtaining a Heritage Permit. They understand the importance of the Heritage Preservation Bylaw and appreciate the time and effort that the Planning & Heritage Department has dedicated to reviewing this matter.

Unfortunately, restoring the roof to its previous state would create a significant financial hardship. The original roof replacement cost approximately CAD $35,000, and the owners have been advised that removing the existing roof and installing a replacement that complies with the original heritage requirements could cost approximately CAD $40,000–$50,000. At this time, that expense is simply not financially feasible.

In addition to the financial burden, the owners are also concerned about the long-term protection of the building. Should the property sustain damage from a future hurricane or other significant weather event, they could once again face substantial repair costs and potentially another heritage approval process before being able to adequately protect the building. Their goal is to preserve the building for the long term while using a roofing material they believe provides greater durability and protection against future storm damage.

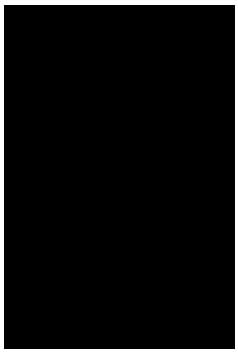
We respectfully ask that these circumstances be included as part of the Heritage Assessment Report and presented to the Heritage Board for its consideration.

If there is any additional information or supporting documentation that would assist in the preparation of the Heritage Assessment Report, please let us know. We would be happy to provide photographs,

contractor information, invoices, or any other documentation that may be helpful.

Thank you again for your time, professionalism, and assistance throughout this process. We appreciate the opportunity to have the application considered by the Heritage Board and look forward to hearing from you regarding the next steps.

Kind regards,



Saifee Ghadiyali
CEO
AirbnbUp



City of Charlottetown Committee Report	**Report No:** HERT-2026-09-07 **Date:** September 8, 2026
Directed to Council through the following Committee: Heritage Board	**Applicant:** Public Works Department**,** City of Charlottetown
Reporting Department: Planning and Heritage Department	**Attachments:** • Appendix A Previous Ramp and Steps – Photos • Appendix B Proposed Exterior Renovations
Other Associated Departments:	
Prepared by: Natalie Munn, Heritage Officer	

Report Title:

Exterior Alterations to a Designated Heritage Property Heartz Hall, 2 Robertson Road (PID# 1068535 and 192336) formerly 400 St Peters Road (PID# 192336)

Report Purpose:

To review the proposed addition of steps at the north (or St Peters Rd side) and replacement of wood steps and the addition of a guardrail on the south side of the designated heritage resource at 2 Robertson Road (PID 1068535 and 192336) and to seek Heritage Board's approval for these alterations to the building. The additions will improve the building's accessibility and maintain the heritage character of the property.

Staff Recommendation:

That the Heritage Board approves the proposed replacements and additions of the steps to the designated heritage resource located at Heartz Hall, 2 Robertson Road (PID# 1068535 and 192336).

Report Details:

Background

Heartz Hall, 2 Robertson Road (PID# 1068535 and 192336) is a Designated Heritage Resource located in Ward 10, East Royalty. The PIDs are zoned R2 and OS respectively. Following:

- The 2023 Heritage Board approval to rotate and relocate the building to face Robertson Road
- The 2025 Heritage Board approval to add a door on the north (St Peters Road) side of the building to meet the National Building Code, replace the wood siding and trim, and replace the doors and windows
- And a June 2026 approval to replace a pressure treated wood barrier free entrance ramp that had been on the side of the building when it was oriented toward the St Peters Road, as well as add steps to the entrances on the sides of the building. The applicant has asked for Heritage Board to consider concrete steps instead of pressure treated steps at the new entrance on the north or St Peters Roadside of the building and the south side entrance due to cost and potential conflict between helical piles and underground electrical services. The pressure-treated ramp on the front of the building as previously proposed in June will remain.

Report Details Cont'd:

Application

The application includes:

- Replacement of pressure treated steps with concrete steps and addition of a landing and guard rail on the south side of the building.
- Addition of concrete steps and landing to access the north (St Peters Road) side of the building.

PROPERTY HISTORY

Description of Historic Place

Heartz Hall is a Carpenter's Gothic inspired, wood framed former community hall. Lieutenant Governor Frank Heartz (1871-1955), a prominent businessman and farmer, built the community hall in the 1920s and gave it to the community of East Royalty. The designation includes the building's exterior and parcel; it does not include the building's interior.

Heritage Value

The heritage value of Heartz Hall lies in its association with Lieutenant Governor Frank Richard Heartz, its importance to the former community of East Royalty which is now part of the City of Charlottetown since amalgamation in 1995, and its Carpenter Gothic architectural style.

Hon. Frank Richard Heartz built the Heartz Hall in the 1920s for the district of East Royalty. It was built on land that was once part of the large Heartz Family Farm. The Heartz family was a Loyalist family who came to Prince Edward Island from the United States. A descendant of the family, Frank Richard Heartz was a successful banker, business director and rancher. Active politically, he ran unsuccessfully for the district of 1st Kings in 1909. Heartz was appointed Lieutenant Governor on 8 September 1924 and served until 29 November 1930.

Heartz's father, Benjamin was a successful businessman but also an avid farmer, who imported livestock. Among his imported livestock were Percheron horses and what was said to be the first herd of Holstein cattle on the Island. The beautiful farm eventually passed into the hands of Frank Richard Heartz. Unfortunately, the farm was hit hard when one of the barns was destroyed by fire in 1908. Damage was estimated at twenty thousand dollars ($20, 000). Whether this financial loss prompted Heartz to offer the farm for sale in 1909 is unclear. The 12 January 1909 edition of the local newspaper, the Daily Examiner, described the farm as being 72 acres with a stable and a home. An auction sale of Heartz's Clydesdale horses was advertised in the same newspaper.

The property did not sell in 1909, and it was re-offered for sale a second time in 1915. The Parkman family purchased the land, but Heartz carved out a small piece of the property that ran along the St. Peters Road where he constructed a community hall. On the 16 February 1927, Heartz created a trust and gave the building to the District of East Royalty. Later in 1977, the Village Commissioners of East Royalty became the legal trustees of the building via a private act of

the Legislative Assembly. Once the City of Charlottetown amalgamated with surrounding areas, including East Royalty, the title of the property automatically became the property of the City of Charlottetown. A beautiful gift to the community, the Heartz Hall is a monument to the generosity of Frank Richard Heartz.

The Heartz Hall was influenced by the Carpenter Gothic style. The style is a Canadian adaptation of the Gothic style in which the buildings are constructed of wood. Very popular in the Maritime Provinces, it was used a great deal for churches. The buildings are generally white with black or blue trim and contain Gothic elements such as the emphasis on vertical proportions, steeply pitched roofs and pointed arched windows. The Heartz Hall is a well-preserved example of this style in the city.

Character-Defining Elements

The following character-defining elements illustrate the Carpenter Gothic inspired heritage value of Heartz Hall:

- The wooden construction of the building, with its various types of siding including a pediment of board and batten at the top of the tower
- The style and placement of the windows, including the paired windows with round arches above, as well as the centrally placed window with a pointed arch transom light
- The placement of the door at the south side of the centrally placed porch. The door is a replacement, and the sidelight has been filled in with a panel, but the scale has been maintained.
- The steep gable roofs
- The tower on the front of the building, with its steeply pitched roof and board and batten siding near the roof
- The addition on the back of the building
- The plain black and white sign on the front of the building that reads “Heartz Hall East Royalty”

Other character-defining elements of Heartz Hall include:

- The location of the building on the St. Peters Road

POLICY FRAMEWORK

Bylaw Requirements

In accordance with Section 4.2.4 of the Heritage Preservation By-law, this application is considered a Non-Substantive Application, ss. a. iii. Decks and other projections.

In accordance with the Heritage Preservation Bylaw Section 5, Evaluation Criteria for Heritage Permits, the Heritage Officer and Heritage Board will review the compatibility of the proposed renovations in relation to the criteria listed in Section 5.1.1., listed below, and provisions listed in Section 6 which includes:

a. The Standards and Guidelines for the Conservation of Historic Places in Canada, as may be amended from time to time;
b. The original character, construction and architectural details;
c. The original or existing materials;

d. The scale of a proposed Development in relation to the scale and proportions of the original or existing Building or Structure;
e. The size and alignment of existing doors and windows;
f. The material and style of existing windows and doors, including details such as the casements, sashes, mullions, muntins, trims, and glazing;
g. The pitch, direction and arrangement of the roof and any associated chimney;
h. The significance of the accessory Building to the historic nature of the property and the original design elements of the accessory structure; and
i. Any other historical elements or architectural design considerations as deemed relevant by the Heritage Officer.

Official Plan

Section 4.3.2 of the Official Plan, Heritage Development:

c) Investigate options for adopting flexible development regulations for heritage properties, understanding that conservation and maintenance of heritage character is of primary importance.

The Standards and Guidelines for the Conservation of Historic Places in Canada
https://www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf

Standard 10

Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.

Standard 11

Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. (b) Make the new work physically and visually compatible with, subordinate to, and distinguishable from the historic place.

Standard 12

Create any new additions or related new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future.

ANALYSIS:

In June, it was proposed that two new sets of steps be constructed on the north and south side of the building. Due to a potential conflict between helical piles and underground electrical service, as well as a significant cost reduction, the applicant has proposed that preformed concrete steps be used.

Both entrances are on the sides of the building and are less impacted by the change in material. Neither entrance alteration effects the character defining elements. While pressure treated wood would have been preferred, the concrete steps will be safer than what was previously on the south side entrance.

Conclusion:

The proposed work to Heartz Hall, 2 Roberston Road (PID# 1068535 and 192336), will improve the longevity and

accessibility of the building in the long term while conserving its form, character-defining elements and heritage integrity.

Council or Committee History:
Heritage Board approved the relocation and reorientation of the building in 2023.
Heritage Board approved the exterior renovations, wood siding and trim, door and window replacement, addition of a flat panel door on the north side in September 2025.
Heritage Board approved the addition of pressure treated ramp and steps to the north and south sides of the building.

Financial Implications:

None

Public Engagement and Communication:

None

Legislative Authority:
City of Charlottetown Heritage Preservation Bylaw
The Standards and Guidelines for Conservation of Historic Places in Canada

Strategic Alignment:
Infrastructure and the Environment Community Building and Placemaking

Reviewed By:

Manager	**Director**
Original document signed by Donna Miller-Ayton	Original document signed by Michael Ruus

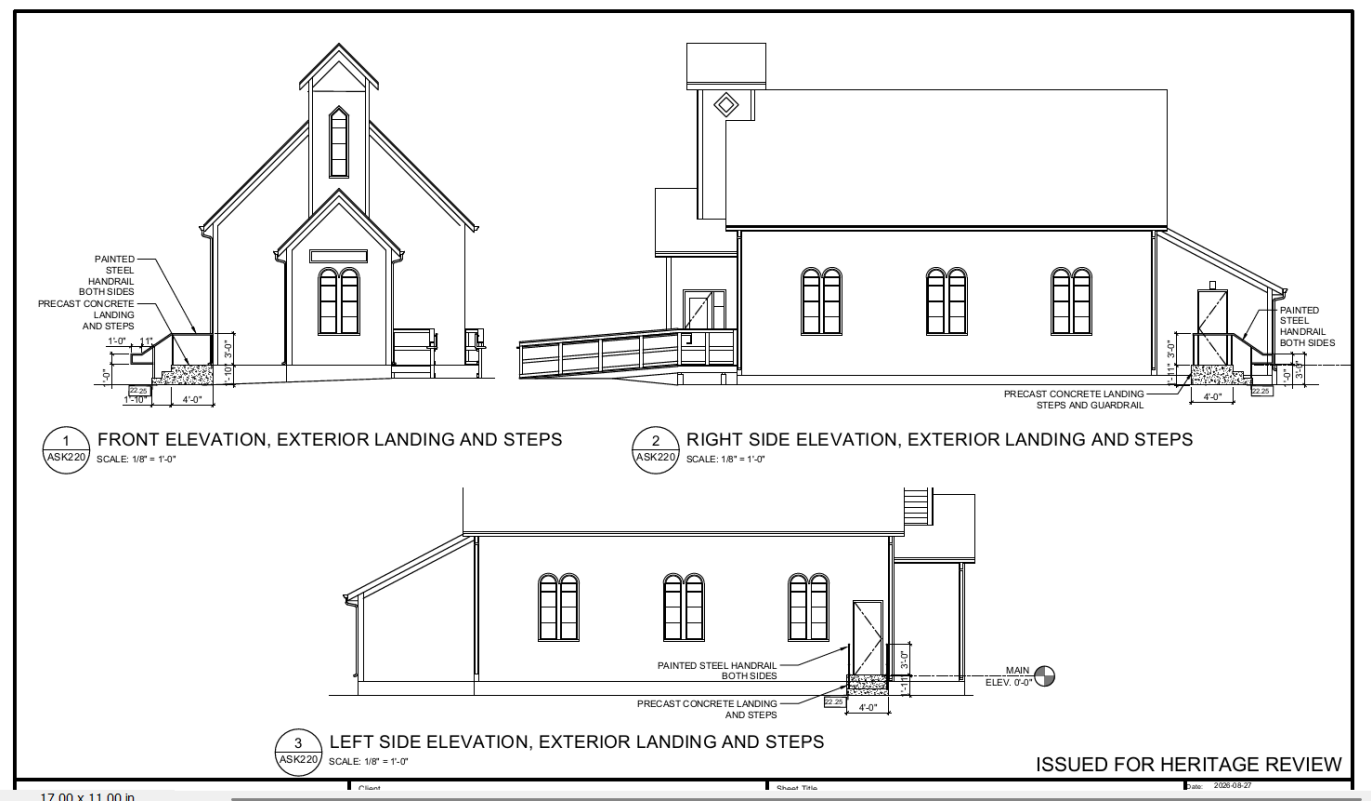
Committee Recommendation: (if differing from staff)

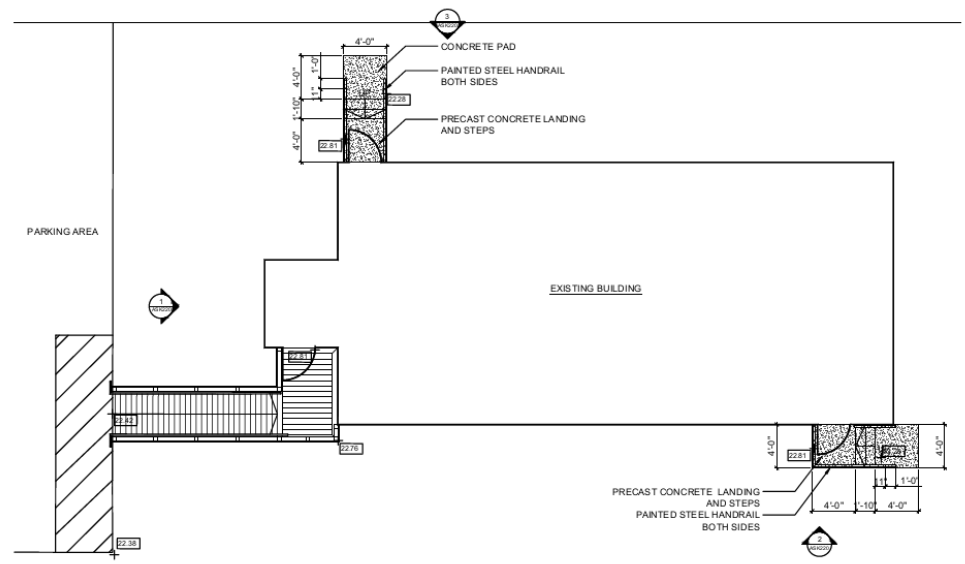
Attachments:

Attachment “A” – Previous Ramp and Steps



Attachment “B’ – Proposed Exterior Renovations





1 ASK219 MAIN FLOOR, EXTERIOR LANDING AND STEPS
SCALE: 1/8" = 1'-0"

STAIR CONSTRUCTION (PUBLIC):
- RUN (MIN. NOSING TO NOSING): 11" / 280 MM
- RUN (MAX. NOSING TO NOSING): NO LIMIT
- RISE MAX. 7" / 180 MM, MIN. 5" / 125 MM.
- NOSING OVERHANG: MAX 3/4" / 19 MM.
- GUARDRAIL: GUARD TO BE MIN. 42.5" / 1080 MM HIGH ABOVE NOSING OF STAIR TREAD AND LANDING.
- HANDRAIL: 3'-0" / 915 MM HIGH ABOVE NOSING OF STAIR TREAD (BOTH SIDES). EXTEND HANDRAIL ONE TREAD DEPTH + MIN. 1' - 0" / 300 MM HORIZONTAL AT BOTTOM OF STAIRS. HANDRAIL AT TOP OF STAIRS TO BE MIN. 1' - 0" / 300 MM HORIZONTAL. HANDRAIL DIAMETER TO BE MAX. 1-5/8" / 43 MM DIA.
- PROVIDE ENCLOSED RISERS

ISSUED FOR HERITAGE REVIEW

COLES
Architecture + Engineering + Project Management
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Charlottetown, PEI, Canada, C1A 1R6
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Client: City of Charlottetown
Project Title: Heartz Hall Building Upgrades Phase 2:Interior Fit-Up
Sheet Title: Main Floor Plan Exterior Landing and Steps
Date: 2026-08-28
Drn By: AJW/JVJ
Chk By: SDM
Project Number: 231058
Drawing Number: ASK219

City of Charlottetown Committee Report

Report No: HERT-2026-09-08

Date:
September 28, 2026

Directed to Council through the following Committee:
Heritage Board

Reporting Department:
Planning and Heritage

Other Associated Departments:
None

Prepared by:
Natalie Munn, Heritage Officer

Applicant: Keir Lowther

Attachments:

- Attachment A: Subject Property
- Attachment B: Subdivision Plan
- Attachment C: Photo of Subject Property and streetscape from the East
- Attachment D: Photo of Subject Property and Designated Property at 172 King Street
- Attachment E: Photo of Streetscape across the Street with Designated Property in Centre

Report Title:
Amendment to a Designated Heritage Resource, 176 King Street (PID 336271)

Report Purpose:
To amend a vacant portion of the designated heritage property at 176 King Street (PID 336271)

Staff Recommendation:
That the Heritage Board approves the proposed amendment to the designated heritage resource located at 176 King Street (PID 336271)

Report Details:

Background

176 King Street (PID 336271) is a designated heritage resource in Ward 1, within the 500 Lot Area, and is zoned Downtown Neighborhood. The property was subdivided in error on April 22, 2026. When it was discovered that the process to approach Heritage Board before subdividing a designated heritage property was not followed, and since the property owner would like to construct a single-family dwelling next to his home at 176 King Street, the lot was then reconsolidated in September 2026. The owner does not propose any alterations to the designated heritage property that sits on the western portion of the lot. Instead, the owner is seeking Heritage Board's approval to subdivide the property and construct a single-family dwelling on the created vacant eastern portion.

Description of Historic Place

176 King Street is a wood framed Maritime Vernacular Cottage located in the southeastern part of Charlottetown. It features a symmetrical facade with a large central roof dormer. The area was settled quite early and contains a number of heritage homes of varying ages and architectural styles. The designation encompasses the building's exterior and parcel; it does not include the building's interior.

Heritage Value

The heritage value of 176 King Street lies in its association with various residents of Charlottetown, its Maritime Vernacular influenced architecture, and its contribution to the streetscape.

Barbara Lelia Alice Brecken, wife of successful shipbuilder and businessman, James Peake, originally owned the land on which 176 King Street stands. In 1855, she sold part of the lot to John P. Oxley, a blockmaker, for 108 Pounds. It is unclear when the home was built, but three years later, before Oxley emigrated to New Zealand, he sold the property and the deed specifically mentioned a house.

The new owner, a local butcher by the name of John Blake, left the house to his wife with the stipulation that it eventually be given to their son Maurice, who was then a minor. When Maurice married Joanne Grimes in 1874, tradition tells us that he received the home as a wedding gift from his mother.

Like a number of homes in the area, 176 King Street was influenced by the Maritime Vernacular Cottage style - a common style in mid 1800s Charlottetown. A distinctively Maritime style, its features include a rectangular plan, a central doorway and a large, centrally placed dormer. Located in an area with a variety of heritage homes, including a similarly styled house across the street at 175 King Street, the well-kept home helps support the streetscape.

Character-Defining Elements

The following Maritime Vernacular Cottage influenced character-defining elements contribute to the heritage value of 176 King Street:
- The overall massing of one and one half storey house
- The wood cladding
- The placement and size of the sash windows, including the paired windows of the dormer and the two windows on either side of the centrally placed door
- The placement and size of the doors, particularly the centrally placed front door
- The pitch of the roof which has been extended on the back of the home giving a saltbox appearance
- The central placement of the large dormer
- The wooden cladding, especially the narrow cladding on the sides
- The placement of the two separated brick chimneys

Other character-defining elements include:
- The location of the building on King Street and its physical and visual relationship to its streetscape

POLICY FRAMEWORK

Bylaw Requirements

In accordance with Section 4.2.4 of the Heritage Preservation By-law, this application is considered a Non-Substantive Application, ss. a. vi A subdivision or consolidation.

In accordance with the Heritage Preservation Bylaw Section 5, Evaluation Criteria for Heritage Permits, the Heritage Officer and Heritage Board will review the compatibility of the proposed renovations in relation to the criteria listed in Section 5.1.1., listed below, and provisions listed in Section 6 which includes:

a. The Standards and Guidelines for the Conservation of Historic Places in Canada, as may be amended from time to time;
b. The original character, construction and architectural details;
c. The original or existing materials;
d. The scale of a proposed Development in relation to the scale and proportions of the original or existing Building or Structure;
e. The size and alignment of existing doors and windows;
f. The material and style of existing windows and doors, including details such as the casements, sashes, mullions, muntins, trims, and glazing;
g. The pitch, direction and arrangement of the roof and any associated chimney;
h. The significance of the accessory Building to the historic nature of the property and the original design elements of the accessory structure; and
i. Any other historical elements or architectural design considerations as deemed relevant by the Heritage Officer.

Official Plan

2.2.1 Goals

4. To be fiscally sustainable by maximizing the use of Charlottetown's existing footprint, infrastructure and assets to accommodate a growing and changing population. Rapid growth requires sound, pragmatic and strategic leadership to ensure fiscal sustainability and to avoid decisions that may be

costly to citizens in the future. This means maximizing the efficient use of the city's existing land, infrastructure and assets to accommodate a growing and changing population. Financial resiliency in all facets of municipal decision-making will set the city up to be more sustainable.

6. To protect our natural and physical heritage assets and resources by recognizing, celebrating and investing in the things that make Charlottetown unique, and ensuring they remain for future generations to cherish and enjoy. Charlottetown's natural and physical heritage assets are the pride of the city. The intangible sense of place they create is highly valued by residents and visitors alike, contributing to a higher quality of life as well as a strong tourism sector. How we plan for and accommodate growth and development in the future must carefully consider the city's natural and physical heritage so that change is appropriately balanced with these important and defining features.

Section 4.3 Objective of the Official Plan

Recognize the balance required between fostering success in tourism and accommodating growth within the built heritage that makes Charlottetown such a desirable destination.

Section 4.3.2 of the Official Plan, Heritage Development:

> c) Investigate options for adopting flexible development regulations for heritage properties, understanding that conservation and maintenance of heritage character is of primary importance.

The Standards and Guidelines for the Conservation of Historic Places in Canada ***https://www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf***

Standard 11

Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. (b) Make the new work physically and visually compatible with, subordinate to, and distinguishable from the historic place.

Standard 12

Create any new additions or related new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future.

ANALYSIS:

The applicant/owner has lived at 176 King Street since 2012 and has consistently maintained this award-winning designated heritage property. Designated in 1979 with a group of similar "Representative examples of c 1855 one storey gable roofed cottages on a visually interesting street",

the house is one of a variety of homes in the area that range in age from 1833-1991. The architectural styles of the buildings on the street are varied and include examples that would have been common in their eras, such as the Maritime Vernacular, Victorian Plain, Georgian and Foursquare styles.

Lot size is not identified as a heritage character-defining element of the property. Accordingly, the proposed subdivision of the land is not expected to adversely affect its heritage value. The lot is .16 of an acre (647 sq.m.) which is double the size of its neighboring lots, including the designated properties along the south side of King Street. The subject property is currently the largest lot on its block.

A comparison with nearby properties on the north and south side of King Street running from Prince to Hillsborough Street, further demonstrates that the existing lot is substantially larger than others within the surrounding streetscape. On the north side of the street, there is an exception at 185 King Street, (Brecken House, built in 1833) which was one of the original houses in the area, whose lot measures .29 of an acre (1173.6 sq.m.) and runs from King Street north to Dorchester Street, which is exceptionally rare in the 500 Lot Area. The lot was originally larger, but it was subdivided over the years.

The properties on either side of 176 King Street, include 172 King Street, a c.1860 designated property and 182-184 King Street, an undesignated 1991 building, are both on lots that are much smaller at approximately half the size of 176 King Street.

The portion of the property proposed for severance contains no historic buildings or features. The designated heritage building is located toward the western side of the lot and will remain in its present location. The existing lot configuration is atypical of the surrounding streetscape, where dwellings are situated close to one side of the property line, with a comparatively narrow side yard on the opposite side to accommodate a driveway. In contrast, the eastern side yard at 176 King Street is significantly wider than those of neighboring properties. Historical review indicates that the land proposed for subdivision previously contained only a garage which was not identified as a character defining element and has long since been demolished.

Most of the properties on the street are single detached or semi-detached homes. Approval of the proposed severance would enable the homeowner to continue the stewardship and maintenance of the designated heritage property, while permitting construction of a single detached home on the newly created lot. If approved, the home will be required to go through the Planning and Development Department's approval processes and meet the requirements of the Zoning and Development Bylaw's 500 Lot Area Design Guidelines, thereby reinforcing the established residential character of the area.

Conclusion:

The applicant has demonstrated an ongoing commitment to the maintenance of the designated heritage property and does not propose any alterations to the historic dwelling. The subdivision will not affect the character-defining elements of the historic dwelling at 176 King Street and make the lot compatible in size to the existing heritage properties in the area. The surrounding streetscape has evolved through successive periods of development during the nineteenth and twentieth centuries resulting in a variety of housing types and ages. Accordingly, it is recommended that the Heritage Board approve the proposed subdivision of 176 King Street.

Council or Committee History:
Planning Board Meeting, September 1, 2026
Meeting of Council, September 8, 2026

Financial Implications:
None.

Public Engagement and Communication:
None.

Legislative Authority:
City of Charlottetown Heritage Preservation Bylaw
The Standards and Guidelines for Conservation of Historic Places in Canada

Strategic Alignment:
Infrastructure and the Environment
Community Building and Placemaking

Reviewed By:

Manager	**Director**
Original document signed by Donna Miller-Ayton	Original document signed by Michael Ruus

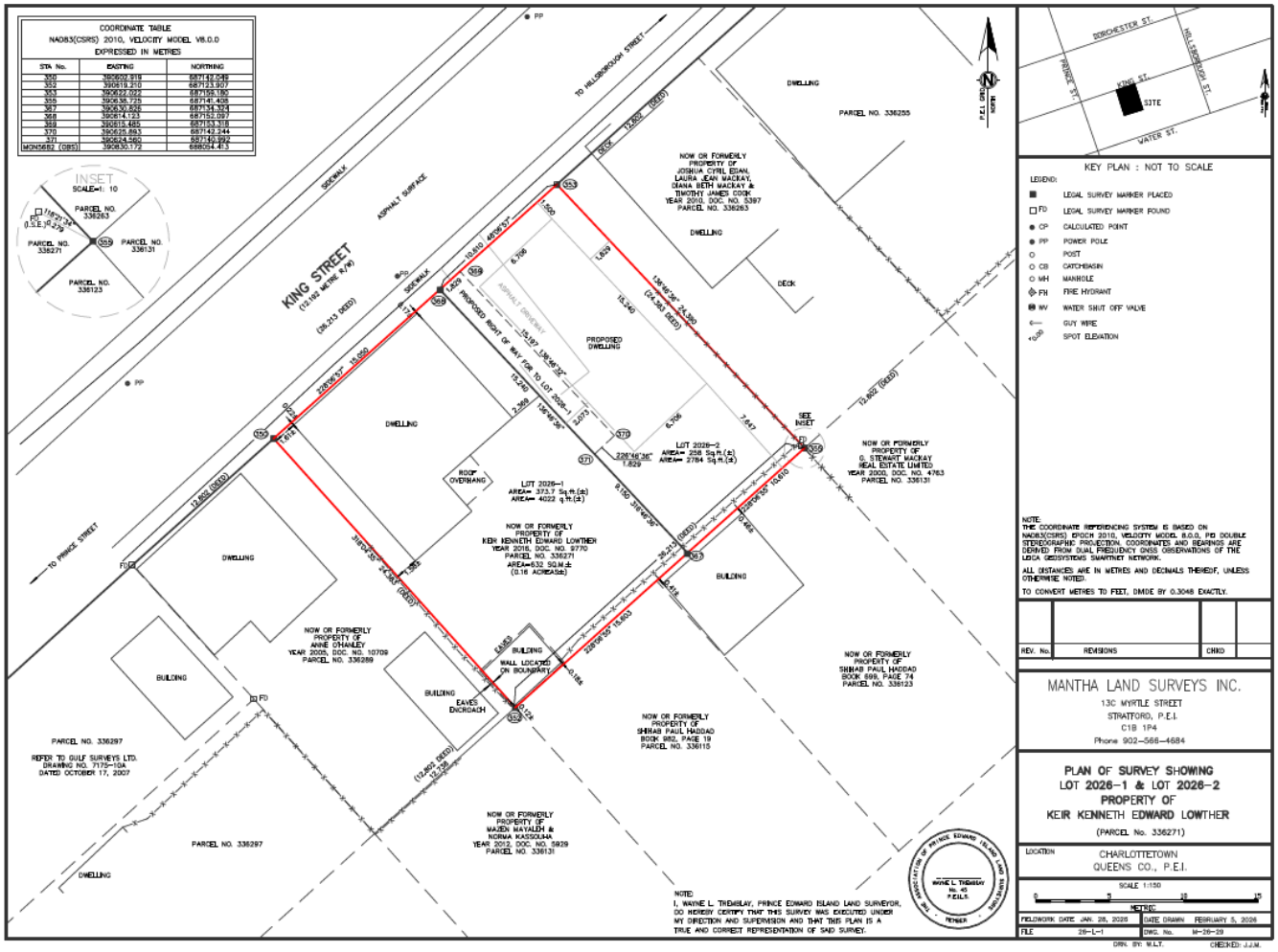
Committee Recommendation: (if differing from staff)

Attachments:

Attachment “A” – Subject Property



Attachment “B” – Subdivision Plan



Attachment “C” – Photos of the Subject Property 176 King Street



Attachment “D” Streetscape from the east with 182- 184 King Street Property and Subject Property at Left



Attachment “E” Subject Property and similar designated Property next door at 172 King Street



Attachment “E” North Side of King Street with designated property 175 King Street (centre)



City of Charlottetown Committee Report

Report No: HERT-2026-09-09

Date:
September 28, 2026

Directed to Council through the following Committee:
Heritage Board

Reporting Department:
Planning and Heritage

Other Associated Departments:
None

Prepared by:
Natalie Munn, Heritage Officer

Applicant: Greg Munn, Munn Architecture

Attachments:

- Appendix A Building Site
- Appendix B Existing Condition – Photos
- Appendix C Proposed Restoration
- Appendix D Proposed Restoration

Report Title:
Restoration of a Designated Heritage Property at 88-90 Sydney Street (PID# 338053)

Report Purpose:
To review and seek Heritage Board's approval of the proposed exterior restoration of the designated heritage resource at 88-90 Sydney Street (PID# 338053) that will maintain the heritage character of the property and support interior renovations.

Staff Recommendation:
That the Heritage Board approves the proposed exterior restoration to the designated heritage resource located at 88-90 Sydney Street (PID# 338053)

Report Details:

Application

88-90 Sydney Street (PID# 338053) is a Designated Heritage Resource within the 500 Lot Area in the Downtown Neighbourhood Zone. The applicant proposes to restore the building, which sustained significant interior and exterior damage in a fire on March 5, 2025, and deteriorated further while vacant for the following 18 months. The interior has been gutted, and the roof could not be salvaged. To restore the historic building and convert it into a nine-unit apartment building, exterior modifications are proposed.

The application includes:

- Demolition of the deteriorated and severely damaged, two storey addition on the south side of the building (built in late 1800s). It will be replaced with a new three-story addition which will be moved to the west and replaced with a new three-story addition. The move will allow for clearance of the setbacks. The new addition will be larger at 20 x 14 feet, whereas the old structure was 15.4 x 12.4 feet.

Report Details Cont'd:

The addition of three Scottish dormers to the roof facing the street and the addition of a large, shed dormer on the rear of the building.

- Replacement of all vinyl two over two windows, with new wood/wood metal wrapped six over six windows to make the property more in keeping with its original Georgian Style.
    - The windows of the façade main floor will be shortened from 5'10" to 5'6" in accordance with what they originally would have been before a Victorian renovation. The windows on the second floor will remain the same.
    - On the east side of the building, a small window on the main floor, which was not original to the building, will be filled in and the two windows at the top will remain. They will have non-operable sashes for fire protection.
    - On the rear or south side of the building two new window openings will be added.
    - On the west side a window will be filled in on the main floor, a new window will be installed on the second floor and two on the newly reconstructed, third floor all 6/6 aluminum clad.

- The reinstatement of more appropriate Georgian mouldings on the main building such as wide corner boards and window and door surrounds. The addition's window trim will be simpler wood composite trim to delineate the new addition from the original house in accordance with Standards and Guidelines.

- Replace the doors with steel panel doors but the transom lights will remain. Due to the restoration and interior work, doors will be added, moved, or filled in including the following:

    - On the east side, second floor a non-functioning emergency door will be filled in.
    - At the back of the building, two doors will be filled in and a new one installed.
    - A new panel door will be added to the west side of the rear addition.
    - A new panel door will be installed on the west side that will be for access to the second floor.

- A new porch will be added to the first floor on the rear of the property. On the west side of the building, a new recessed entry will be added to the first floor.

- The replacement of the various types of siding with wood clapboard, 4-inch exposure siding repainted in a period appropriate colour.

PROPERTY HISTORY

88-90 Sydney Street is a two-storey wood framed, Georgian inspired, residence located in an area with a number of heritage homes, as well as 20th Century office buildings. The designation encompasses the building's exterior and parcel; it does not include the building's interior.

Heritage Value

The heritage value of 88-90 Sydney Street lies in its Georgian inspired architecture, its association with various Charlottetown residents, and its role in supporting the Sydney Street streetscape.

A "for sale" advertisement for 88-90 Sydney Street appeared in a local newspaper in 1847. It made mention of the fact that the building was originally intended for mercantile purposes but also pointed out that it would make a fine private dwelling. The new owner, Patrick Walker, chose the second option and 88-90 Sydney Street became a private residence. Walker owned the home for about three years but decided to sell it when he moved to the countryside. Edward and Thomas Kenny, two successful merchants from Halifax, Nova Scotia, purchased the home for the generous sum of 700 Pounds.

In 1861, the Kennys sold the property to local drug store owner, Michael Skinner. Skinner's store was located across the street from the home, and its shop window featured a lifelike flaxen haired doll. In Lucy Maud Montgomery's book, "Magic for Marigold", the author based her "Skinner doll", a lifelike doll made into the image of Alicia, a long dead child, on the doll kept in the window of Michael Skinner's drugstore.

The Skinners' kept 88-90 Sydney Street in the family until 1885, when it was sold to Patrick McQuaid. The McQuaids' would keep the home in the family as late as the 1980s.

88-90 Sydney Street is Georgian inspired in style. The Georgian style is one of the most common architectural styles on Prince Edward Island. It emerged from 18th Century Britain and was intent on expressing confidence, order and balance. 88-90 Sydney Street's Georgian inspired features include a gable roof, symmetrical facade and simple mouldings.

The building has been renovated in recent years, but continues to support the Sydney Street streetscape due to its architectural presence and historical associations.

Character-Defining Elements

The following Georgian inspired character-defining elements contribute to the heritage value of 88-90 Sydney Street:

- The overall massing of the building with its two storeys
- The symmetrical facade and wooden cladding
- The simple mouldings painted in a contrasting colour, including the corner boards, the beltcourse and the window and door surrounds
- The size and placement of the sash windows, particularly the large windows of the first floor facade and the smaller windows of the second floor facade
- The size and placement of the two front doors with transom lights above

- The gable roof
- The size and placement of the chimney

Other character-defining elements include:

- The location of the building on Sydney Street and its physical and visual relationship to surrounding 19th and 20th Century buildings
- The continued use of the property as a residence

POLICY FRAMEWORK

Bylaw Requirements

In accordance with Section 4.2.4 of the Heritage Preservation By-law, this application is considered a Non-Substantive Application, ss. a. ii. New window or door opening, or Alterations to existing window or door openings; iii. Decks and other projections; . iv. An addition of up to 20 m2 or ten percent (10%) of the Building or Structure's original footprint whichever is greater.

In accordance with the Heritage Preservation Bylaw Section 5, Evaluation Criteria for Heritage Permits, the Heritage Officer and Heritage Board will review the compatibility of the proposed renovations in relation to the criteria listed in Section 5.1.1., listed below, and provisions listed in Section 6 which includes:

a. The Standards and Guidelines for the Conservation of Historic Places in Canada, as may be amended from time to time;
b. The original character, construction and architectural details;
c. The original or existing materials;
d. The scale of a proposed Development in relation to the scale and proportions of the original or existing Building or Structure;
e. The size and alignment of existing doors and windows;
f. The material and style of existing windows and doors, including details such as the casements, sashes, mullions, muntins, trims, and glazing;
g. The pitch, direction and arrangement of the roof and any associated chimney;
h. The significance of the accessory Building to the historic nature of the property and the original design elements of the accessory structure; and
i. Any other historical elements or architectural design considerations as deemed relevant by the Heritage Officer.

Official Plan

Section 4.3.2 of the Official Plan, Heritage Development:

> c) Investigate options for adopting flexible development regulations for heritage properties, understanding that conservation and maintenance of heritage character is of primary importance.

The Standards and Guidelines for the Conservation of Historic Places in Canada ***https://www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf***

Standard 10

Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.

Standard 11

Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. (b) Make the new work physically and visually compatible with, subordinate to, and distinguishable from the historic place.

Standard 12

Create any new additions or related new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future

MATERIALS GUIDELINES:

Recommended:
Accommodating new functions and services in non-character defining interior spaces as an alternative to constructing a new addition.

Not Recommended:
Constructing a new addition where the proposed functions and services could be accommodated by altering existing, non-character-defining interior spaces.

ANALYSIS:

Due to a devastating fire on March 5, 2025, and the building's subsequent 18-month long vacancy, significant restoration is necessary. In addition, to make the project viable, some changes to the original footprint are necessary.

Throughout this restoration, the character defining elements are being maintained and where necessary, restored. As a result of the fire, the roof was completely unsalvageable and must be rebuilt. In order to accommodate the new floor plan and new legal units, Scottish dormers are proposed to be added to the facade roof, and a shed dormer will be added to the rear. Cedar shingles are proposed for the front of the roof and steel for the largely hidden back of the property where the slope will not allow for a shingle roof.

Although Scottish dormers will be a new feature, there is precedence in the City for them being used in other heritage properties such as 72 Queen Street. Scottish dormers are necessary to accommodate additional living space and are currently featured in the Standards and Guidelines as an example of new elements that are "compatible with the heritage value of the historic place." The shed dormers on the rear of the building will offer space and will not be visible from the street.

As part of the restoration, the vinyl windows will all be replaced with six over six wood/metal clad windows with wood composite surrounds that will be more in keeping with the original Georgian style building and match other extant Georgian buildings within the city. Although the first-floor façade windows will be shortened slightly, from 5 foot 10 to 5 foot 6, they will be more in keeping with the original style of the building.

The large corner boards will also be restored to the main building while simpler mouldings will be placed in the addition to delineate the heritage building from the modern addition The mouldings such as the window and door trim will follow the same pattern. The various types of siding, including vinyl, will be stripped from the exterior and clapboard wood siding with a four-inch reveal will be applied, a significant improvement.

The two storey, 1880s addition to the building, which was not well built, is not a character defining element and is being replaced. It was the location where the fire started and was severely damaged. A more compatible, and better constructed, three-storey structure will improve the livability of the property. The old addition lined up with the building on the east side, but the new addition is being moved over to the west to accommodate the six-foot setbacks. It is also being enlarged with a new roof added to accommodate the interior changes. The third storey of the addition will have cedar shingle siding and a different roof slope to differentiate it from the rest of the much older house which falls in line with the Standards and Guidelines for Historic Places in Canada.

Conclusion:

The applicants have done their research and have been willing to collaborate with staff throughout the process to ensure that the heritage character of the building is maintained. Although some changes are necessary due to the significant fire damage, the restoration will make the property more livable, improve its longevity, and return a long vacant, damaged building to the housing stock of the City. The return of the building to its original Georgian style will preserve the character defining elements and restore the heritage integrity of the building.

Council or Committee History:
None.

Financial Implications:
None.

Public Engagement and Communication:
None.

Legislative Authority:
City of Charlottetown Heritage Preservation Bylaw
The Standards and Guidelines for Conservation of Historic Places in Canada

Strategic Alignment:
Infrastructure and the Environment
Community Building and Placemaking

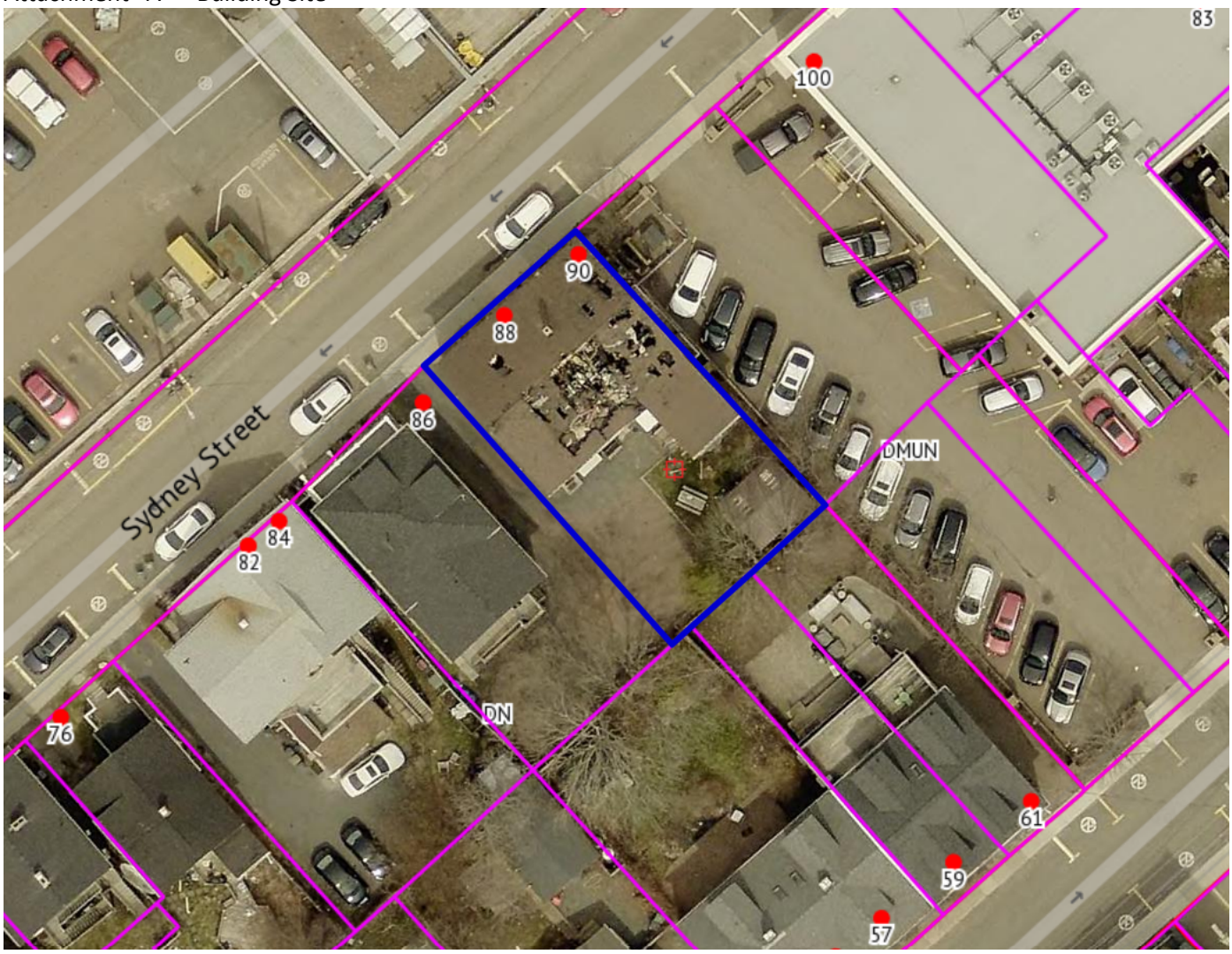
Reviewed By:

Manager	**Director**
Original document signed by Donna Miller-Ayton	Original document signed by Michael Ruus

Committee Recommendation: (if differing from staff)

Attachments:

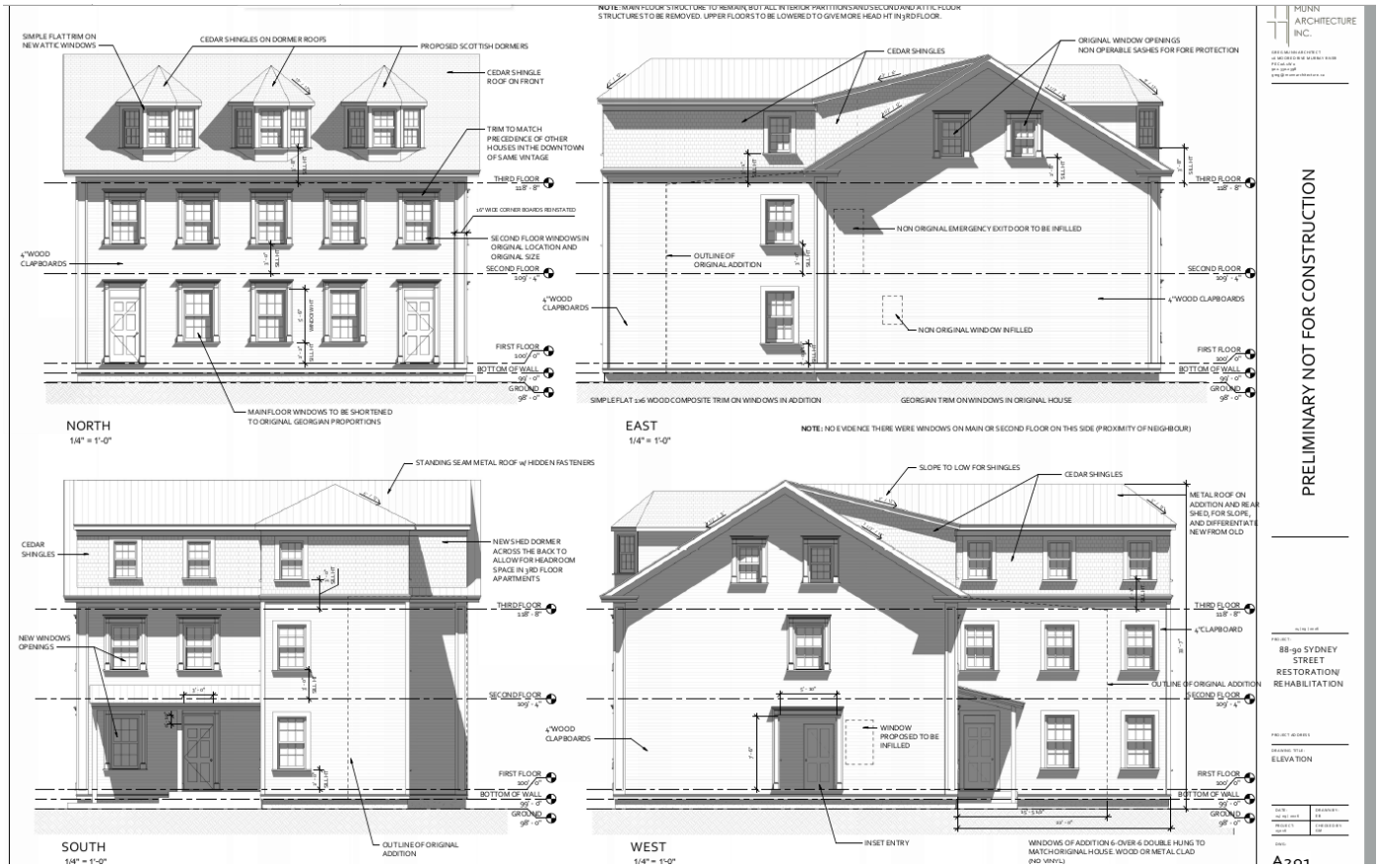
Attachment “A” – Building Site



Attachment “B” Existing Condition



Attachment "C" Proposed Restoration



Attachment “D” Proposed Restoration

