

HERITAGE ADVISORY COMMITTEE MEETING AGENDA

TOWN OF LUNENBURG

Monday, January 20, 2025, at 6 pm

Council Chamber, 120 Townsend St. and Zoom Webinar



*Notice: Heritage Advisory Committee meetings are held in person at Town Hall. Members of the public can attend meetings in person or participate in this meeting through the Zoom livestream. To livestream this meeting starting at 6 pm, use this Zoom link:
<https://us06web.zoom.us/j/89165745508>*

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

Acknowledgement of Mi'kma'ki the Ancestral and Unceded Territory of the Mi'kmaq People

3. APPROVAL OF AGENDA

Draft motion: Moved and seconded that the Heritage Advisory Committee approve the agenda for the January 20, 2025, meeting as presented.

4. APPROVAL OF MINUTES

Draft motion: Moved and seconded that the Heritage Advisory Committee approve the minutes of the September 9, 2024, meeting as presented.

5. NEW BUSINESS

5.1 Recommendation – Lot 2 Pelham Street and Lot 3 Montague Street (Pelham Lofts)

Draft motion: Moved and seconded to recommend that Council approve the issuance of a Certificate of Appropriateness for the construction of the commercial development located on Lot 3, Montague Street and the residential structure located on Lot 2, Pelham Street.

6. NEXT MEETING

6.1 TBD

7. ADJOURNMENT

HERITAGE ADVISORY COMMITTEE MEETING

RECOMMENDATIONS

September 09, 2024

To recommend that Council approve the nomination of BGen Sheila Hellstrom as a Prominent Lunenburger with a ceremony to be held to officially mark the commemoration on a future date.

DRAFT



**HERITAGE ADVISORY COMMITTEE MEETING MINUTES
TOWN OF LUNENBURG**

September 09, 2023 | 6 pm
Lunenburg Town Hall - Council Chamber

Present	Councillor Stephen Ernst, Chair Councillor Jenni Birtles Faune Creaser, Citizen Representative Philip Mitchell, Citizen Representative Nathalie Irving, Lunenburg Heritage Society Representative Oliver Osmond, Lunenburg Heritage Society Representative Trevor Hume, Development Officer Laura LeGresley, Heritage Officer Marc Kiely, Director of Community Development
Call to Order	The Chair called the meeting to order at 6:00 p.m.
Land Acknowledgment	The Chair recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.
Approval of Agenda	Moved and seconded that the Committee approve the agenda for the September 09, 2023 meeting as presented. Motion carried unanimously
Approval of Minutes	Moved and seconded that the Committee approve the minutes of the September 13, 2023 meeting as presented. Motion carried unanimously
Draft Old Town Lunenburg Heritage Conservation District Plan and By-law Illustrated Design Guidelines	Heritage Officer presented Draft Illustrated Heritage Design Guidelines. Committee members asked questions and provided feedback such as clarifying and enhancing visual representation through the labeling of images, layout arrangement and consistency. Public open house will be held at the Lunenburg Library, Room 103 – 1-4 pm Sept. 19 th
Nomination of BGen Sheila Hellstrom	Moved and seconded to recommend that Council approve the nomination of BGen Sheila Hellstrom as a Prominent Lunenburger with a ceremony to be held to officially mark the commemoration on a future date. Motion carried unanimously
Next meeting	TBA

Adjournment

There being no further business, the September 09, 2024 Committee meeting adjourned at 7:15 p.m.

Minutes were read and approved.

DRAFT

RECOMMENDATION REPORT

Heritage Advisory Committee

Subject: Lot 2 Pelham Street and Lot 3 Montague Street (Pelham Lofts)

Prepared by: Laura LeGresley, Heritage Officer

Date: January 20th 2025



Recommendation

That the Heritage Advisory Committee recommends that Council approve the issuance of a Certificate of Appropriateness for the construction of the commercial development located on Lot 3, Montague Street and the residential structure located on Lot 2, Pelham Street.

Alternatives

That the Heritage Advisory Committee recommend to:

- Refer to Heritage Officer for more information
- Deny the request for recommendation

Background

Lot 2 Pelham and Lot 3 Montague are located within the Heritage Conservation District and are therefore regulated pursuant to the Heritage Conservation District Plan and Bylaw. They are also located within the UNESCO World Heritage Site (WHS) and the Old Town National Historic District.

The application has been made to build a new residential style building on Lot 2 known as PID 60719705 and a new commercial building on Lot 3 known as PID 60719713.

According to policy 4.9 of the HCD Plan and Bylaw, the Heritage Officer may refer an application to the Heritage Advisory Committee for advice, or may consult other resource persons for advice, prior to the granting or denial of a Certificate of Appropriateness or the holding of a public hearing, as applicable.

Under policy 4.6 of the HCD Plan and Bylaw, applications for new commercial or multi-unit residential buildings require a public hearing before Council. Following this HAC meeting, the application will proceed to Council for a public hearing and final decision.



Discussion

This report evaluates the application in light of Policy 1.2 of the Heritage Conservation District (HCD) Plan and Bylaw, which emphasizes the importance of ensuring good building design and that new development aligns with the historic character of the Old Town as the purpose of the conservation plan.

Lot 2, Pelham Street

The proposal for Lot 2 Pelham Street features a 2 ½ storey gambrel style residential structure. This block of Pelham Street is primarily residential in style with buildings varying from 1½ to 2½ storeys.

Staff recommends that the design of the new residential building on Lot 2, Pelham Street, aligns with the design guidelines set out in the Heritage Conservation Bylaw for the following reasons:

DESIGN GUIDELINES	PROPOSED DESIGN	COMPLIANCE
Form and Roof Shape	Gambrel roof form	<i>Meets requirements</i>
Height	2 ½ storey structure with an additional storey on the south side due to sloping site	<i>Meets requirements</i>
Roof Pitch	Gambrel roof	<i>Meets requirements</i>
Size and Massing	1248 sq. ft.	<i>Meets requirements</i>
Proportions	39':32' falling between the 1:1 minimum and 1:2 maximum	<i>Meets requirements</i>
Setback	Zero (0) front yard set-back.	<i>Meets requirements</i>
Orientation to the Street	The proposed building sits parallel and perpendicular to the street lines	<i>Meets requirements</i>
Building Separation	minimal separation between adjacent buildings	<i>Meets requirements</i>
Façade Design	Emphasis on vertical elements (vertically proportioned windows), required proportions, visual balance (using symmetry), rhythm and alignment and maintains a window to wall area ratio where openings are under 25% of the façade area	<i>Meets requirements</i>
Windows	Windows on the proposed building are vertically proportioned	<i>Meets requirements</i>
Doors	Main entrance facing the street with doors of traditional vertical	<i>Meets requirements</i>

	wood plank style and construction with plain 4" casing	
Dormers	Scottish dormers placed in a visually balanced arrangement	<i>Meets requirements</i>
Cladding and trim	Wooden shingles with non-combustible cladding to match shingles on facades facing adjacent buildings with cornerboards. Window trim will be 4"	<i>Meets requirements</i>
Roof materials	Metal roofing	<i>Meets requirements (dark or medium tones permitted)</i>
Foundation	Cladding will extend as close as possible to grade.	<i>Meets requirements</i>

Staff believe that the proposed building demonstrates a thoughtful response to the surrounding context in terms of proportions, size, and massing, blending seamlessly into existing streetscape. It incorporates several traditional design elements characteristic of this section of Pelham Street, such as the Scottish dormers found on the neighboring buildings. The form of the gambrel roof also echoes the adjacent building at 80 Pelham. The use of vertical wood plank doors not only draws inspiration from the traditional waterfront heritage buildings in the area but also offers a contemporary take that enhances the overall streetscape. The building's urban form aligns with the defining characteristics of Old Town Lunenburg, as recognized by its UNESCO designation, with little to no setbacks and separation between buildings and the orientation in relation to the street grid. The materiality honours the Lunenburg Vernacular, featuring wooden shingles and wide cornerboards. It integrates modern materials such as a metal roof which is permitted under the HCD Bylaw and non-combustible cladding on facades adjacent to neighbouring buildings to aid in the preservation of our built heritage.

In accordance with Policy 4.6 of the Heritage Conservation District Plan, the proposed design is sympathetic to nearby heritage buildings. The proposed building does not fall within the viewplane of the views highlighted in map 6 of the HCD Plan and Bylaw, nor does it detract from views of adjacent heritage buildings. It respects the design guidelines intended to maintain the architectural integrity of Old Town Lunenburg while allowing for cohesive contemporary development.

Lot 3, Montague Street

The proposal for Lot 3 Montague Street incorporates two 3 ½ storey gambrel style commercial structures with separate facades joined by a setback 3 storey enclosed walkway. This block of Montague Street is made up of a mix of residential style and commercial style buildings with buildings varying from 1½ a to 3½ storeys.

Staff recommends that the design of the new commercial buildings on Lot 3, Montague Street, aligns with the design guidelines set out in the Heritage Conservation Bylaw for the following reasons:

DESIGN GUIDELINES	PROPOSED DESIGN	COMPLIANCE
Form	Gambrel roof form	<i>Meets requirements</i>
Height and Roof Pitch	3½ storeys	<i>Meets requirements</i>
Size, Massing and Proportions	<p>The proposed buildings reinforce the grid pattern that originated on 40'x60' lots – each structure is 39'x62' for a massing of 2418 sq. ft. Being over 2100 sq. ft., each façades feature storefronts that break up the façade into smaller units, in keeping with traditional storefront scale (~20')</p> <p>The building features two distinct building masses thus achieving the intent of the bylaw to avoid visually dominant buildings and is therefore deemed to be in keeping with the intent of the design guidelines.</p>	<i>Meets requirements</i>
Setback	Located on a corner lot, the East building is set to the property line with zero (0) setback on Duke Street. On Montague Street, the buildings are set less than 4' from the property line, following the patterns of the surrounding streetscape.	<i>Meets requirements</i>
Orientation to the Street	Parallel and perpendicular to the street lines.	<i>Meets requirements</i>
Building Separation	The proposed buildings fit the pattern of building separation of the street with minimal separation	<i>Meets requirements</i>
Façade Design	<p>Each façade incorporates elements of traditional storefront design such as display windows, strong cornice over storefront and strong baseline defined by baseboard panels.</p> <p>The gambrel rooflines establishes visual continuity with</p>	<i>Meets requirements</i>

	neighbouring building (90 Montague) Vertical emphasis with elements in alignment with each other, vertically proportioned windows and cornerboards	
Materials	Wooden shingles with non-combustible cladding to match shingles on facades facing adjacent buildings. Window trim will be 4" and cornerboards will be 10" Metal roofing	<i>Meets requirements</i>

The proposal for Lot 3, Montague Street, echoes multiple buildings along Montague Street (90, 144 and 152 Montague) with a gambrel roof form, a traditional style of both commercial and waterfront buildings in Old Town Lunenburg. The design features two distinct masses connected by a setback hallway with a separate height and roof, effectively achieving the intent of the bylaw to prevent visually dominant structures. This approach honours the grid pattern that underpins the designation of the UNESCO World Heritage site, with lot sizes of 40 x 60 (the proposed design is 39 x 62), ensuring the building fits harmoniously within the existing streetscape without blocking views of adjacent heritage buildings. By adhering to these principles, the design is aligned with the distinct urban form of the Heritage Conservation District, maintaining the historical character of the HCD. As a result, the design is fully in keeping with the intent of the design guidelines, which emphasize the importance of avoiding large, overpowering buildings in favor of a more cohesive and varied streetscape.

Each façade incorporates key elements of traditional storefront design, including 6 pane display windows, a strong cornice over the storefront, and baseboard panels, establishing visual continuity with the neighbouring building at 90 Montague, reinforcing the historical architectural context. These storefronts divide the principal facades to break up the façade into smaller units and reduce the scale of the building. The solid wood plank ‘shutters’ draw inspiration from the traditional waterfront heritage buildings in the area, while offering a modern interpretation that contributes positively to the overall streetscape.

Additionally, each façade demonstrates a general vertical emphasis, with vertically proportioned windows, cornerboards, and aligned architectural elements that enhance the buildings’ connection to the surrounding structures. The wooden shingles, doors and windows reflect the materials found on adjacent buildings, further integrating the buildings into the established vernacular architectural fabric of Montague Street.

In line with Policy 4.6 of the Heritage Conservation District Plan, the proposed design maintains the required proportions, scale, and materials, ensuring that the buildings harmonize with their architectural context, preserving the area's historic character while allowing for creative adaptations of traditional styles. The proposed building does not fall within the viewplane of the views highlighted in map 6 of the HCD Plan and Bylaw, nor does it detract from views of adjacent heritage buildings.

Staff have not identified any concerns regarding the proposals. Both developments are fully compliant with the HCD Plan and the Heritage Property Act, ensuring the historic integrity of the district is preserved.

Providing a positive recommendation ensures that Council is fully informed from a heritage perspective, allowing them to meet the requirements of the relevant policies and grant municipal approval for the new development.

Strategic Plan Relevance

The approval of the request can be justified in-keeping with the Town's CCP, in particular:

- Housing: Direction to support different types of housing development, tenant structures, and affordability.
- Heritage: Direction to protect and enhance existing heritage assets and to support a wider cultural narrative.
- Urban Design: Direction to enhance residents' and visitors' experience of the built environment

Relevant Legislation

The Municipal Government Act, the Heritage Property Act, and the Heritage Conservation District Plan and Bylaw apply to this application.

Financial

There is no impact to the approved 2025-2026 Operating Budget

Attachments

A. HCD Plan Policy 4.6 : New Buildings

B. Application featuring Design Rationale, Precedent Images, Drawings and Elevations

ATTACHMENT A

Old Town Heritage Conservation District Plan New Building Policy 4.6

4.6 New Buildings.

For the purposes of this conservation plan and bylaw, the architectural characteristics of pre-1940 buildings are adopted as the preferred model and architectural reference for new buildings. This does not mean that new buildings must be built as replicas of historic styles but does mean that they must embody architectural characteristics that relate sympathetically to nearby heritage buildings, so as to produce visual continuity between the old and the new. Creative building designs and adaptations of traditional styles are encouraged provided that they relate sympathetically to surrounding buildings.

4.6.1 Design criteria for new buildings.

It shall be the intention of Council to require new buildings in the heritage conservation district to be compatible with the architecture of nearby pre-1940 buildings. The factors involved in evaluating the compatibility of proposed new buildings shall be described in the design guidelines of the conservation bylaw and may include reference to:

- .1 architectural form (number of storeys, roof shape & pitch, proportion and massing);
- .2 scale (size, ground floor area, height, and bulk);
- .3 location (setback, building separation, and orientation to the street);
- .4 facade design (proportion, directional emphasis, visual balance, rhythm and alignment, ratio of facade openings to wall area);
- .5 proportion, size, placement, and style of windows and doors;
- .6 style, proportion, and placement of dormers;
- .7 exterior cladding materials;
- .8 architectural trim and ornamentation;
- .9 design and placement of porches, verandas and exterior stairs;
- .10 roofing materials;
- .11 materials and placement of chimneys.

The design guidelines shall take account of the differing characteristics of houses, commercial buildings, industrial buildings and institutional buildings.

4.6.2 Public hearing required for certain new buildings.

Where application is made for a Certificate of Appropriateness for a new commercial, industrial or institutional building, including any new public building, or for a new residential building containing more than two dwelling units, it shall be the intention of Council that the application shall be reviewed at a public hearing. Before approving the application, Council shall be satisfied that the proposed new building:

- .1 conforms with the intent of this conservation plan and with the requirements of the conservation bylaw and design guidelines.
- .2 is in keeping with the architectural character of the surrounding neighbourhood.
- .3 will not negatively affect public views of adjacent heritage buildings.
- .4 where applicable, will not negatively affect public views as identified on Map 6.

August 19, 2024

• Town of Lunenburg
• 119 Cumberland Street
• PO Box 129
• Lunenburg, Nova Scotia
• Canada B0J 2C0

• **RE: Proposed New Construction at 80 Pelham St**

• Dear Heritage Officer,

• Please find attached, elevations, site plan, floor plans, and streetscape drawings for your consideration for a Certificate of Appropriateness, for new constructions surrounding 80 Pelham St (Lot 2 & Lot 3). Also included are commercial building precedents in the immediate context.

"Taken alone, tradition stagnates and modernity vaporizes. Taken together, modernity breathes life into tradition, and tradition responds by providing depth and gravity."
Octavio Paz, Mexican poet.

The Lunenburg heritage guidelines state that new buildings should be compatible with, while distinguishing themselves from, their heritage context – sustaining Lunenburg's vernacular architecture tradition. In my view, this western portion of Montague Street plays an important role in the 'genius loci' of Lunenburg. I have long hoped to design and build an infill project there.

Design Rationale

+ Form: the proposed buildings are consistent with the gambrel roof, commercial building typology found on Montague St and in the neighbouring Romkey House on Pelham St.

+ Scale: is consistent with other 3-4 storey neighbours on Montague and 2.5-3 storey neighbours on Pelham. Building heights are below the 34' (midpoint between eave and ridge) stipulated in the Land Use Bylaw.

+ Streetwall: the Montague St and Pelham St facades of the new buildings have no set-back from the property line. This is consistent with neighbours on that block.

+ Facade: while the proposed Montague St buildings do not literally replicate their neighbours, they achieve visual balance and rhythm through an asymmetrical window composition and repetition, found in many of their neighbours (see attached precedents). The asymmetrical windows in this proposal consist of aggregations of traditional window types. This achieves overall balance within the façade; and continuity between the new and existing structures and their surrounding context. Comparatively, the

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proposed Pelham St building maintains a more reserved and symmetrical façade composition, in keeping with the residential nature of the neighbouring buildings and the street at large.

+ Cadence: A 90" wide, 36" deep 'reveal' connects and separates the two proposed Montague St buildings and, while providing access to apartments above, distinguishes two distinct façades at a scale that supports the cadence of elevations along the street.

+ Duke St: or secondary façade of the Montague St corner building, provides a gradient composition – from larger fenestration that speaks to the commercial side and helps assert the visual presence of the street corner, to smaller fenestration gesturing to the residential side on Pelham St. The resulting asymmetrical composition references the neighbouring side façade of Romkey House.

+ Windows: the proposed Montague St storefront employs large, vertically oriented, multi-pane, windows identical in proportion to its historic neighbours. All other proposed windows are double-hung windows, with wood sashes. All windows share a regulating modular compositional grid that is derived from traditional window sizes and proportions found throughout Lunenburg.

+ Dormers: the proposed Montague St corner building incorporates two shed roofed dormers into the gambrel roof along Duke St, while the proposed Pelham St building incorporates Scottish dormers in keeping with the neighbouring Romkey House.

+ Materials: with the exception of those that abut property lines, which will be clad in a non-combustible cladding to match cedar shingled facades, all exterior walls will be clad in 4" exposure cedar shingles.

+ Trim: all window and door openings will be provided with 4" wide exterior wood trim. Corner boards, frieze and fascia boards are 10". Eaves will have a 4" overhang. The ground floor storefront window on Montague St will have a traditional "base board pan" to match neighbouring storefronts.

+ Porches: none.

+ Roofing: all roofs will be clad in metal.

+ Exterior colour of the proposed buildings is intended to be natural cedar (like The Dory Shop, Ironworks Distillery).

+ Appendix 2: This section allows for either narrow or wide eaves. Ours are narrow. This appendix also allows for commercial facades to be plainly trimmed.

Thank you for your time on this proposal. It has been a pleasure working with you, and we have appreciated your collaborative style. We hope this provides the information you require to issue a Certificate of Appropriateness.

Sincerely,

A handwritten signature in black ink that reads "Brian MacKay-Lyons". The signature is fluid and cursive, with a long horizontal flourish extending to the right from the end of the name.

Brian MacKay-Lyons

Architect, Professor, BA, BEDS, MARCH, FRAIC, RCA, (Hon. Int.) FAIA, (Int.) FRIBA
Principal Mackay-Lyons Sweetapple Architects

Lunenburg Precedent Images



Romkey House
gambrel roof, scottish dormers, asymmetrical facades



Romkey House
gambrel roof, scottish dormers, asymmetrical facades



B2 Lofts
experience with heritage preservation



B2 Lofts
experience with heritage preservation



Shobac: Schoolhouse and Troop Barn
experience with heritage preservation



Shobac: Schoolhouse
experience with heritage preservation



minimalist eaves, all shingles



2 1/2 storey, symmetrical facade, dormers



2 storey, asymmetrical facade



3 1/2 storey, asymmetrical facade



3 storey, symmetrical facade



3 1/2 storey, gambrel roof, asymmetrical facade



gambrel roof, shutters



3 1/2 storey Gambrel, trompe l'oeil stone cladding



storefronts 6 pane big window type



Pelham St Elevations



Montague St Elevations





TOWN OF LUNENBURG
HERITAGE, DEVELOPMENT PERMIT AND ENCROACHMENT LICENSE APPLICATION FORM

Date: August 20, 2024

Civic Address: LOT 2 Pelham Street, Lunenburg and LOT 3 Montague Street, Lunenburg

PID: 60719705 and 60719713

ZONE: CG-OT1-L1

HCD

ARCH CONTRL

MuDesHER

Applicant Information:

Name: _____

Mailing Address: _____

Telephone: _____ Cell: _____ Fax: _____

Email: _____

Property Owner Information:

Same as applicant/owner

Name: _____

Mailing Address: _____

Telephone: _____ Cell: _____ Fax: _____

Email: _____

Proposed Use and Construction:

Current use:

- Single-unit dwelling Describe: _____
- Multiple occupancy Describe: Multi unit Residential and Commercial
- Commercial Describe: _____
- Institutional Describe: _____
- Other Describe: _____

Proposed use:

- No change
- Change to _____

Proposed scope of project:

1. Pelham Residential Building:
2.5 storey building plus basement level, including six residential units.
2. Montague Commercial Building:
3.5 storey building, including underground parking, two commercial units and fourteen residential units.

Contractor Information: Same as applicant; or

Name: _____ Telephone: _____

Email: _____ Cell: _____

Documentation attached:

- Location Plan showing distances to lot lines
- Photograph of existing conditions
- Elevation drawings
- Other Building precedents in the immediate context

Permits/Fees:

- Old Town Heritage Certificate of Appropriateness (free)
- Heritage Permit (free)
- Development Permit (free)
- Encroachment License (\$100.00 plus HST)
- Indemnification Agreement for a portable/sandwich board sign

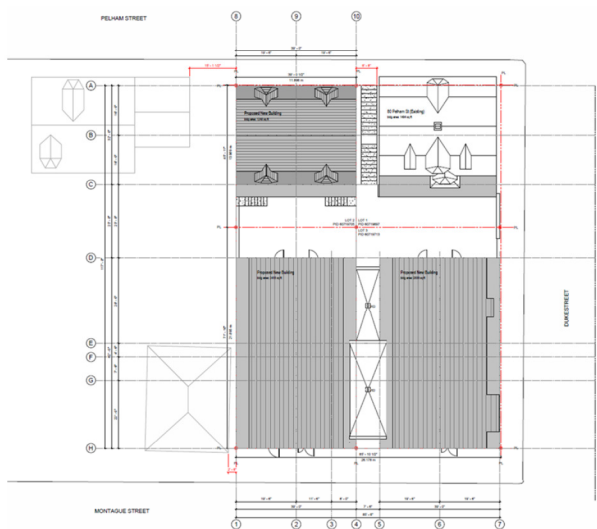
Applicant Declaration:

I solemnly declare:

1. That I am the authorized agent of the owner/the owner named in this application for a permit.
2. If the owner is a corporation or partnership, I have the authority to sign for the corporation or partnership.
3. That the plans and specifications submitted are prepared for the construction or alteration of the building or buildings described.
4. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge and made with a full knowledge of the circumstances connected with the same.
5. It is clearly understood by the undersigned that this is only an application and does not authorize the applicant to proceed with any work until all required permits are issued.
6. It is clearly understood by the undersigned that the changes in the design must be submitted for approval prior to construction.

Signature of Authorized Applicant: _____ Date: 2024.09.10 08:50:24 -03'00' _____ Date: 2024-09-10 _____

Sample Location Plan:



Office Use only:
Encroachment (GENC)