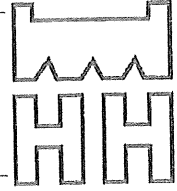


# Heritage Haldimand Designated Property Alteration Request Form

Application Reference #

Property:

Date Received:



Please complete the information and attach all necessary documentation to your alteration request application. The accuracy and completeness of this form is the responsibility of the applicant. Failure to complete the form may result in delays.

## 1. Owner Information

Last Name De BoerFirst Name Ken & HeatherAddress: 156 Caithness St. ETown/City CaledoniaProvince: ON Postal Code N3W 1C2

Phone Number: ( ) -

Cellular Number: ( ) -

E-Mail: ( ) -

## 2. Agent acting on behalf of Owner (if any)

Company Name:

Agent Name:

Address:

Town/City:

Province: ON

Postal Code:

Phone Number: ( ) - Ext. #

Cellular Number: ( ) - E-Mail:

## 3. Property Information

Heritage Property: McKinnon-Smith HouseAddress: Same as above

Town/City: Postal Code:

## 4. Project Classification

Please indicate the type of action you wish to perform on your property

☒ check all that apply.

Interior

Exterior

New Construction		Demolition/Removal	<input checked="" type="checkbox"/>	Alteration	
Repairs/Maintenance		Landscaping/Excavating		Lighting	
Refinishing /Repainting		Mechanical/Electrical		Other	

## 5. Pre-Application Advice

Did you receive any advice from Heritage Haldimand prior to filling out this application?

Yes



No



To process your application more efficiently please complete as much as possible below.

Heritage Haldimand Committee or member: Anne Unyi

Date Advised: 26 05 2021  
Day Month Year

Details of advice received: - Anne was very helpful. I explained that our windows needed to be replaced and she emailed me the forms.

## 6. Project Details

Please indicate the affected features/elements and describe the proposed work to be performed on them.

Walls
Roof
Ceiling
Chimney
Doors
<u>Windows</u> 13 windows need replacing.
Floors
Lighting
Landscaping
Other

## 7. Project Reasoning

Please describe the reason for the alteration:

All of the windows either are cracked or broken. During the terrible wind storm in Nov. 2020, a tree limb went through the dining room window. They are no longer efficient and some are just plain dangerous.

## 8. Consultants and Contractors - We have had 2 quotes.

If the work is to be performed by a consultant or contractor, please provide their contact information below.

Architect: Nordik Windows & Doors  
 Name: \_\_\_\_\_ Organization \_\_\_\_\_ Phone \_\_\_\_\_

Engineer: Award Windows  
 Name \_\_\_\_\_ Organization \_\_\_\_\_ Phone \_\_\_\_\_

General Contractor  
 Name \_\_\_\_\_ Organization \_\_\_\_\_ Phone \_\_\_\_\_

Consultant  
 Name \_\_\_\_\_ Organization \_\_\_\_\_ Phone \_\_\_\_\_

Other  
 Name \_\_\_\_\_ Organization \_\_\_\_\_ Phone \_\_\_\_\_

## 9. Proposed Schedule

Estimate the project start and completion dates

Start date: Aug - Sept 2021 Completion date: ?  
 Day Month Year Day Month Year

## 10. Additional Material

Please select which documents will be included in this application. The more supporting documents are included, the more efficient the application process will be.

Photographs	<input checked="" type="checkbox"/>	Elevations	<input type="checkbox"/>	Site Plan(s)	<input checked="" type="checkbox"/>
Condition reports	<input type="checkbox"/>	Floor Plan(s)	<input type="checkbox"/>	Specifications	<input type="checkbox"/>

## 11. Application Checklist

Please ensure you have completed all parts of this form and included all required material before submitting your application.

Have you:

- Completed your full address and property information?
- Classified the type of work you wish to perform on your property?
- Proposed a timeline in which the project is estimated to be completed?
- Included additional materials as necessary?
- Indicated the nature and reasoning of the work to be performed on specific parts of the building?
- Provided contact information of any other parties involved in the project?

## 12. Declaration

I/We hereby apply for alteration approval as described in this form and the accompanying plans/drawings and additional information.

Heritage Haldimand expects that the owner is in full compliance with the easement agreement at the time of submission.

Signed - Owner(s): \_\_\_\_\_

Date: 30 May 2021  
Day Month Year

Name: Ken & Heather DeBoer

Signed - Agent(s): \_\_\_\_\_  
(if any)

Date: \_\_\_\_\_  
Day Month Year

Name: \_\_\_\_\_

Please note - this application is used by Heritage Haldimand only. It does not cover matters of other applicable law. It is the applicant's responsibility to address any requirements under the Planning Act or Building Code Act, public as well as environmental safety and other bylaws or regulation.

Personal information on this form is collected under the authority of the Ontario Heritage Act, R.S.O. 1990, C.O.18, sect.7, and will be used to evaluate proposed projects for approval. The information will be held in our files and may be subject to a freedom of information request. For further information, please contact Heritage Haldimand c/o Haldimand County 53 Thorburn Street South, Cayuga, Ontario, N0A 1E0 or email: [heritage@haldimandcounty.on.ca](mailto:heritage@haldimandcounty.on.ca).

**Please mail Requests for Alteration to the following address:**

**Clerk**

**Haldimand County**

**53 Thorburn Street South**

**Cayuga, ON N0A 1E0**

# McKinnon Smith House

156 Caithness St E

Caledonia, On

N3W 1C2

Attention Haldimand County Council

We are writing to ask for permission to remove and replace the windows at our home which have been designated historical.

During the terrible wind storm of November 2020, we lost 3 large trees on the property, one which broke our dining room window and did damage to others. Most of the windows in the home are either cracked or have rot issues and are at the point where interior damage is imminent. We are planning on replacing them with the utmost integrity as the house demands. They will look as close to original as possible. We are willing to store the original ones in the basement so that if at some point in time another owner has the considerable resources to restore them to their former glory, this would be possible. This however would be cost prohibitive to us.

We are asking Council's permission to begin this process. We have already spoken with the Historical Society of Haldimand and have their approval.

Please contact us with any questions or concerns.

Kindest Regards,

Ken and Heather DeBoer