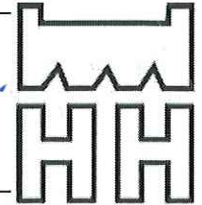


Heritage Haldimand Designated Property**Alteration Request Form**

Application Reference #

Property: Enniskillen LodgeDate Received: April 24/19

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: [REDACTED] First Name: [REDACTED]

Address: [REDACTED]

Town/City: [REDACTED] Province: [REDACTED] Postal Code: [REDACTED]

Phone Number: () - Cellular Number: [REDACTED]

E-Mail: [REDACTED]

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

Company Name: Agent Name: [REDACTED]

Address: [REDACTED]

Town/City: Province: **ON** Postal Code: [REDACTED]

Phone Number: () - Ext. # [REDACTED]

Cellular Number: () - E-Mail: [REDACTED]

3. Property InformationHeritage Property: Enniskillen LodgeAddress: 39 Front St.Town/City: York Postal Code: [REDACTED]**4. Project Classification**

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

☒ check all that apply.**Interior****Exterior**

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

add Bathrooms
add stairs
Replace windows with new ones

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: _____

Date Advised: _____
Day Month Year

Details of advice received: _____

6. Project Details

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

Walls	✓ add dividing walls
Roof	
Ceiling	✓ Re dry wall
Chimney	
Doors	Re Refinish outer door
Windows	Replace same with new
Floors	
Lighting	
Landscaping	
Other	

7. Project Reasoning

Please describe the reason for the alteration:

To bring it up to code and
improve use of interior space
add back deck as fire escape

8. Consultants and Contractors

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

Architect:

Name: _____ Organization _____ Phone _____

Engineer

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: _____ 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 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: _____

Name: _____

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 45 Munsee Street P.O. Box 400 Cayuga, Ontario, N0A 1E0 or email: heritage@haldimandcounty.on.ca.

Please mail Requests for Alteration to the following address:

Clerk

Haldimand County

45 Munsee Street N.

Cayuga, ON N0A 1E0