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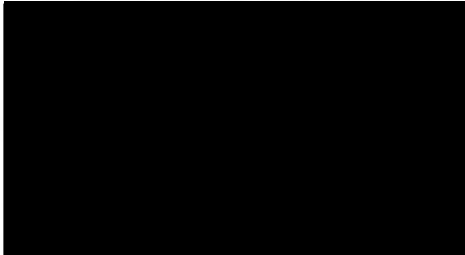
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Ce document est tiré du registre aux fins de la *Loi sur le patrimoine de l'Ontario*, accessible à partir du site Web de la Fiducie du patrimoine ontarien sur **[www.heritagetrust.on.ca](http://www.heritagetrust.on.ca)**.



June 24, 2013



RE: Issuance of Heritage Permit for New Wood Shutters at 2477 Glenwood School Drive, Burlington  
(File 501-06.4)

The Director of Planning and Building has issued the requested heritage permit concerning the new wood shutters as required under the *Ontario Heritage Act*, under authority delegated to staff by Council. The "Scope of Work" form is attached. Please note that the permit only includes those items outlined in the Scope of Work. The remaining issues including the replacement shutters and kitchen addition will be addressed through separate heritage permit applications.

Please note that this application has been reviewed by both Heritage Planning staff and the Heritage Burlington Citizens Advisory Committee.

The application for a heritage permit has been reviewed using Parks Canada's Standards and Guidelines for the Conservation of Historic Places. The Standards and Guidelines provide the following recommendations:

- Documenting the location, dimensions, species and condition of wood before undertaking an intervention
- Replacing in kind an irreparable wood element, based on documentary and physical evidence

Should you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Jenna Puletto  
Planner I – Heritage & Development

Cc: Heritage Burlington, C/O Denis Farr, Clerks  
Chairman, Ontario Heritage Trust, 10 Adelaide Street East, Toronto, Ontario M5C 1J3



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### SCOPE OF WORK

#### FOR A HERITAGE PERMIT UNDER THE ONTARIO HERITAGE ACT (File 501-06.4)

Location of Property: 2477 Glenwood School Drive, Burlington

Owner/Applicant: [REDACTED]

Please note that the following works have been approved under delegated authority to the Director of Planning and Building, by the Council of the Corporation of the City of Burlington (By-law 14-2010), pursuant to the *Ontario Heritage Act*.

The following work has been approved under the current heritage permit application, as per the information and plans submitted with the permit application:

- Removal of existing wood shutters
- Installation of new "traditional open louvered" wood shutters (clear pine)
- Painting of new wood shutters to match original shutters

A handwritten signature in black ink, appearing to read "Bruce Krushelnicki", written over a horizontal line.

Bruce Krushelnicki, Director of Planning & Building

July 24, 2013

Date

**Please Note:** This notice must be available on site at all times while work is under way. Once the work is complete, please notify the Heritage Planner at the City of Burlington to arrange for an inspection in order to ensure compliance with the Heritage Permit.