



# THE CORPORATION OF THE TOWN OF COBOURG

BUILDING & PLANNING DEPARTMENT  
VICTORIA HALL  
55 KING STREET WEST  
COBOURG, ONTARIO, K9A 2M2

Telephone: (905) 372-1005  
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[www.cobourg.ca](http://www.cobourg.ca)

March 30, 2021

Adrian Pepper & Alison White  
2-324 George St.  
Cobourg, Ontario  
K9A 5L8

**Re: HP-2021-012 – 216 King St. W. – front upper gable window repair/replacement in kind – front porch repairs**

Dear Mr. Pepper and Ms. White,

The *Ontario Heritage Act (OHA)* requires that the municipality provide a Notice of Receipt to the applicant for complete applications filed under the Act. Planning staff confirms receipt of the subject *OHA* application. Upon staff review, the subject application has been determined to be complete.

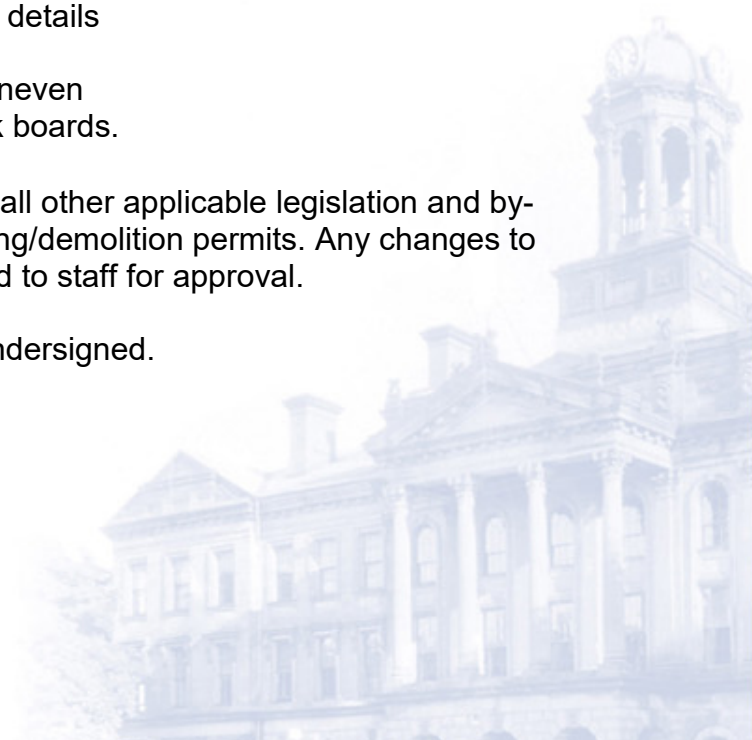
Planning Staff has reviewed and approved (with additional notes) your Heritage Permit at 216 King St. W for the following work:

- 1) Replace second floor front gable window with a new exact replica to match existing.
  - a. Restore/replace rotting trim and paint white.
- 2) Restore rotting fascia boards on front of house and paint white.
- 3) Restore front deck structure
  - a. Rebuild current railings
  - b. Remove existing rotting deck boards and replace with a composite material with a longer life span colour to be grey to match existing
  - c. Restore existing posts and decorative details
  - d. Remove and restore fascia boards
  - e. Level entire structure as is currently uneven
  - f. All to be painted white except for deck boards.

Please ensure that your proposal complies with all other applicable legislation and by-laws including site plan, sign permits, and building/demolition permits. Any changes to the approved scope of work must be resubmitted to staff for approval.

If you have any questions, please contact the undersigned.

Respectfully,





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