

CHAIR'S 2024  
ANNUAL  
REPORT

Toronto Local Appeal Body



Nazila Atarodi West

Chair, Toronto Local Appeal Body

## Table of Contents

<b>I. Chair’s Message</b> .....	<b>2</b>
<b>II. About the Toronto Local Appeal Body</b> .....	<b>3</b>
<b>Background</b> .....	<b>3</b>
<b>TLAB Panel Appointments and Member Composition</b> .....	<b>4</b>
<b>Operational Highlights</b> .....	<b>5</b>
<b>III. Business Meetings</b> .....	<b>6</b>
<b>Continuous Service Improvements</b> .....	<b>6</b>
<b>Administrative Forms</b> .....	<b>7</b>
<b>Member Professional Development and Training</b> .....	<b>8</b>
<b>Performance Metrics and Summary Statistics</b> .....	<b>9</b>
<b>IV. Performance Metrics</b> .....	<b>10</b>
<b>V. Summary Statistics</b> .....	<b>11</b>
<b>VI. Contact Information</b> .....	<b>18</b>

## I. Chair's Message

**Mayor and Members of Council**  
**City Manager & Court Services**

**September 25, 2025**

I am pleased to submit the 2024 report of the operations of the Toronto Local Appeal Body (TLAB). Assuming my role in May 2025, I did not participate in TLAB operations in 2024, however I am pleased to provide a summary of their activities.

In reviewing the activities of the TLAB in 2024. I can confirm that the Council appointed tribunal Members have continued their responsibility of providing for the fair, thorough and timely resolution of appeals.

The report includes information on:

- Background of the TLAB
- Operational Highlights
- Performance Metrics & Summary Statistics

I hope this Annual Report is informative and illustrates the important work conducted by the Tribunal in 2024.

Respectfully submitted,

---

Nazila Atarodi West  
Chair, Toronto Local Appeal Body

## ABOUT THE TORONTO LOCAL APPEAL BODY



## II. About the Toronto Local Appeal Body

### Background

The Toronto Local Appeal Body (TLAB) is an independent, quasi-judicial tribunal established by City Council through the City of Toronto Municipal Code Chapter 142, City of Toronto Act, and other provincial legislation. The TLAB plays an important role in the City of Toronto's land-use planning process providing an independent public forum for the adjudication of land-use disputes related to applications under Sections 45 and 53 of the Planning Act. The matter that was before the Committee of Adjustment is heard "de novo", or as a new case and the proceedings before the TLAB are more formal than at the Committee of Adjustment.

In 2014, City of Toronto staff undertook a public consultation process to identify the opportunities, issues, and challenges associated with creating a Local Appeal Body. A set of Guiding Principles for TLAB implementation was created based on that consultation process. In February 2016, City staff submitted a report to City Council on the implementation of TLAB. City Council approved this report on March 31st, 2016 and directed the City Solicitor to bring forward the implementation by-law. The TLAB has assumed matters under appeal for Section 45 and Section 53 under the Planning Act from the former Ontario Municipal Board (the OMB). In 2017, the Ontario Municipal Board became the Local Planning Appeal Tribunal, which was then amalgamated into the Ontario Land Tribunal on June 1, 2021. The TLAB By-law was passed by City Council on March 28, 2017 with an effective date of May 3, 2017. Following enactment, the TLAB Members formally adopted the Tribunal's Rules of Practice and Procedure and administrative policies, following a period of earlier consideration in public meetings. The TLAB Rules of Practice and Procedure ("Rules"), related Forms and administrative policies are available on the TLAB website at [www.toronto.ca/tlab](http://www.toronto.ca/tlab).

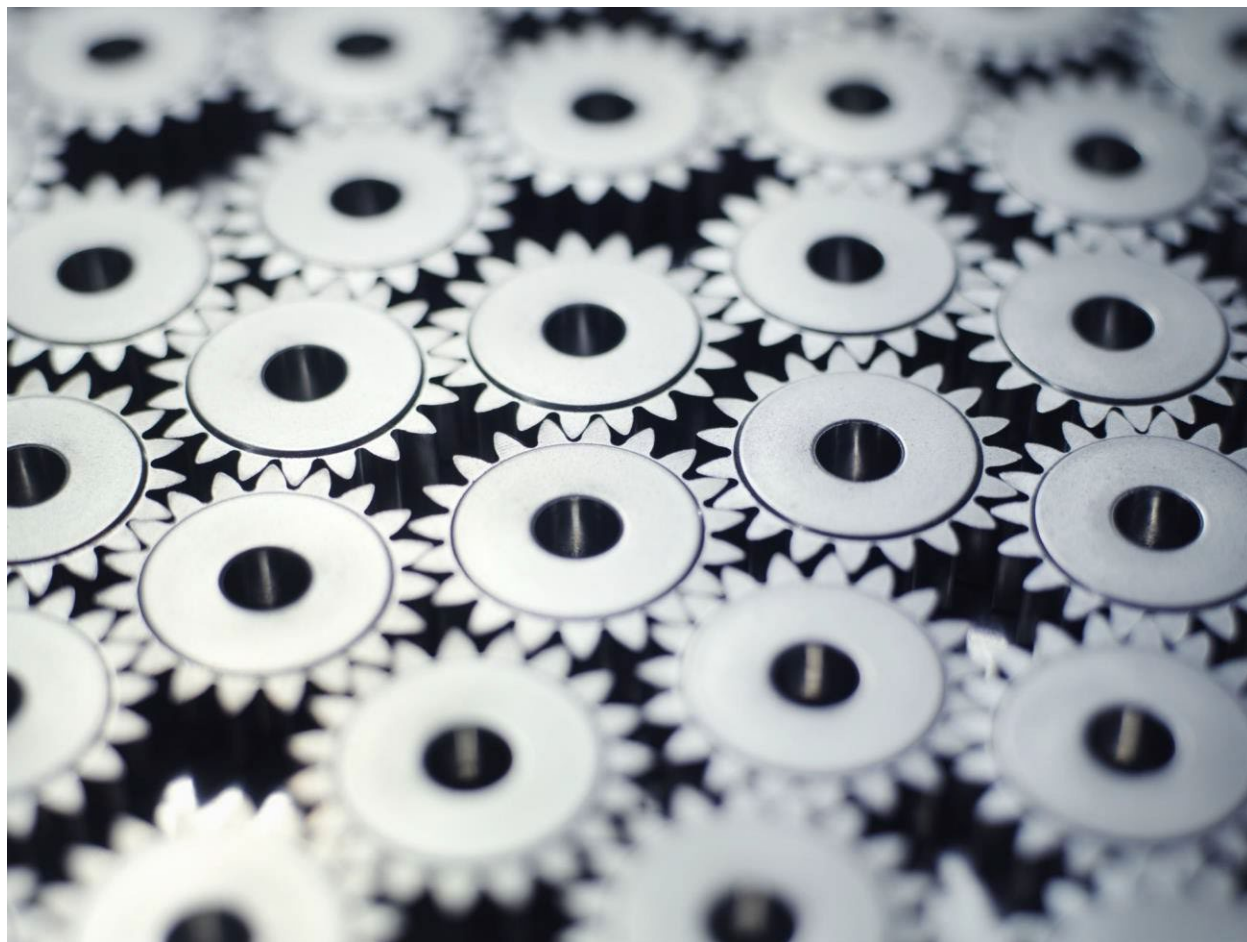
In response to the COVID-19 pandemic in 2020, the TLAB amended its Rules of Practice and Procedure to default to electronic hearings, via the Webex platform, as the primary method of conducting hearings. The Rules do allow for the TLAB to direct the scheduling of in person or hybrid electronic hearings at the request of the parties, however, no in person or hybrid hearings were requested by parties or conducted in 2024.

### **TLAB Panel Appointments and Member Composition**

The Toronto Local Appeal Body, in 2024, was composed of fourteen (14) Members, consisting of the Chair, Vice-Chair, and twelve (12) Panel Members. Members are appointed to a four (4) year term of office by City Council, based on the recommendations made by the citizen-based Tribunal Nominating Panel.

The Vice-Chair is elected by Members for a term of no more than one year pursuant to the TLAB's Procedure By-law 1-2017.

## OPERATIONAL HIGHLIGHTS



### III. Business Meetings

In 2024, the TLAB held three (3) Public Meetings with the assistance of the Court Services administrative staff on the following dates:

- 1. Business Meeting 1 - June 14, 2024**
- 2. Business Meeting 2 - September 26, 2024**
- 3. Business Meeting 3 - December 13, 2024**

The following section provides an overview of the relevant business conducted by TLAB Members at the Business Meetings noted above.

TLAB Business Meetings are open to the public, and the interested parties may make deputations, both written and oral, on items on the agenda by registering with the Secretary two days prior to the meeting date.

#### **Continuous Service Improvements**

The TLAB seeks continuous improvement of its policies and practices. To this end the TLAB considered amendments to the Toronto Local Appeal Body's Rules of Practice and Procedure (Rules) at the June 14, 2024 and December 13, 2024 meetings.

At the June 14, 2024 Business Meeting, the TLAB considered two (2) Motions to amend its Rules.

The first Motion, required a member who conducts a prehearing to remain abstained from the proceeding. The TLAB adopted the amended Rule 21.8 as revised, and adopted new Rule 21.8.1.

*"21.8.1 A Member who conducts a prehearing at which the Parties attempt to settle issues shall not preside at the Hearing relating to the matter unless all of the Parties consent and the Member agrees."*

The second Motion addressed the size of documents provided in support of Review Requests and the Response to Review Request. The TLAB adopted revised Rules 31.7 and 31.12: amended the rules to require Review Requests and Respond to Review Request not to exceed 20 Pages.

Review Request not to Exceed 20 Pages:

*“31.7 Excluding supplemental documents including the table of contents, excerpts from by-laws, exhibits and other supporting Documents, which shall not exceed 100 pages in length, the Review Request shall not exceed 20 pages, double-spaced, and written in 12-point font. Case law and transcripts are not limited.”*

Response to Review Request not to Exceed 20 Pages:

*“31.12 Excluding supplemental documents including the table of contents, excerpts from by-laws, exhibits and other supporting Documents, which shall not exceed 100 pages in length, a Response to Review Request shall not exceed 20 pages, double-spaced, and written in 12-point font. Case law and transcripts are not limited.”*

At the December 13, 2024 Business Meeting, the TLAB amended the wording of the section ‘Provincial Policy S.3’ (NEW PROVINCIAL PLANNING STATEMENT 2024) in its decision writing template as follows:

“Provincial Policy – S. 3 A Decision of the Toronto Local Appeal Body (TLAB) must be consistent with the 2024 Provincial Planning Statement for the subject area.”

### **Administrative Forms**

In addition to amendments to its Rules, the TLAB reviews and revises its Forms and Notices in order to improve service.

At the December 13, 2024 Business Meeting, the TLAB adopted the following two-part Motion:

*“A. Adopt the proposed new ‘Change in Authorized Representative Form 5A’ and  
B. Amend the wording of Rule 14.1 A.”*

*“14.1 A Party or Participant may be represented by a Representative.*

*Form 5A. If authorization changes, the Party, Participant or newly authorized Representative shall immediately notify the TLAB and all other Parties of such changes in representation by Serving and Filing a Change in Authorized Representative Form 5A.” (This Form was developed to support the amended rule 14.1.)*

### **Member Professional Development and Training**

At the September 26 2024 Business Meeting, the TLAB received member training specifically designed for the TLAB focusing on the drafting of written decisions from a City Planning perspective. The interactive training workshop was designed specifically to meet the needs of TLAB members. The workshop combined short modules and independent exercises focused on encouraging clear, reader-oriented, effective documents, and TLAB decisions in particular. The content drew on material familiar to TLAB members, such as key concepts from Toronto’s Official Plan (4.1.5).

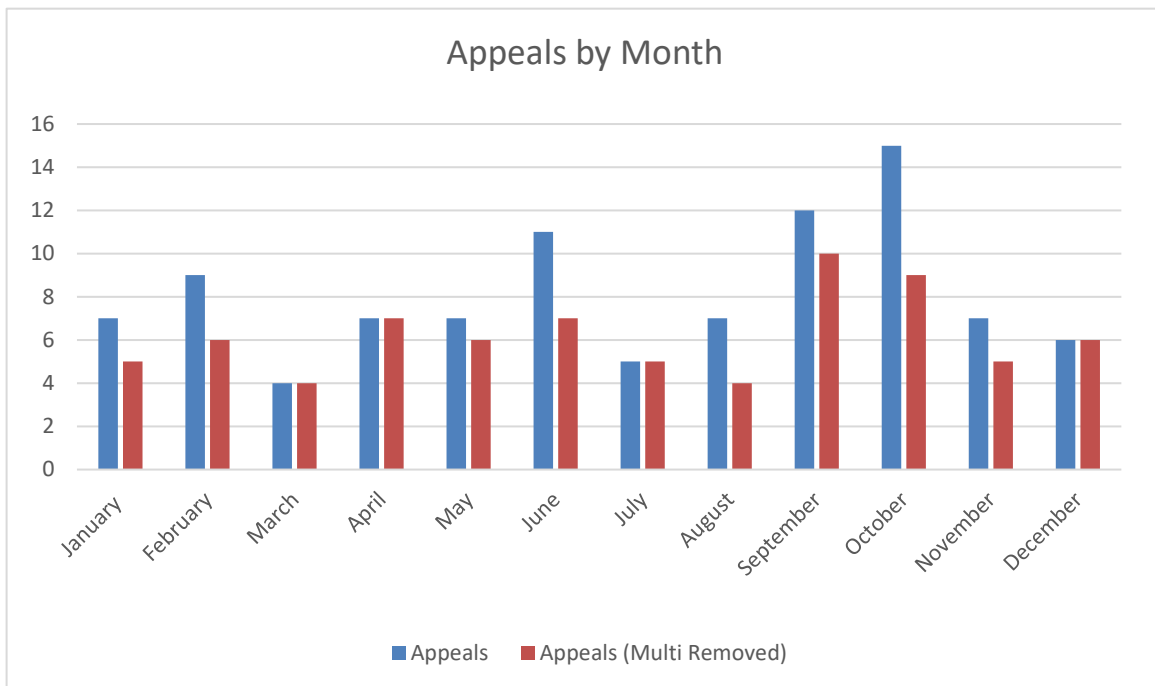
The workshop was built around a presentation and some individual exercises that were based on the examples drawn from the TLABs Decision documents.

# PERFORMANCE METRICS & SUMMARY STATISTICS



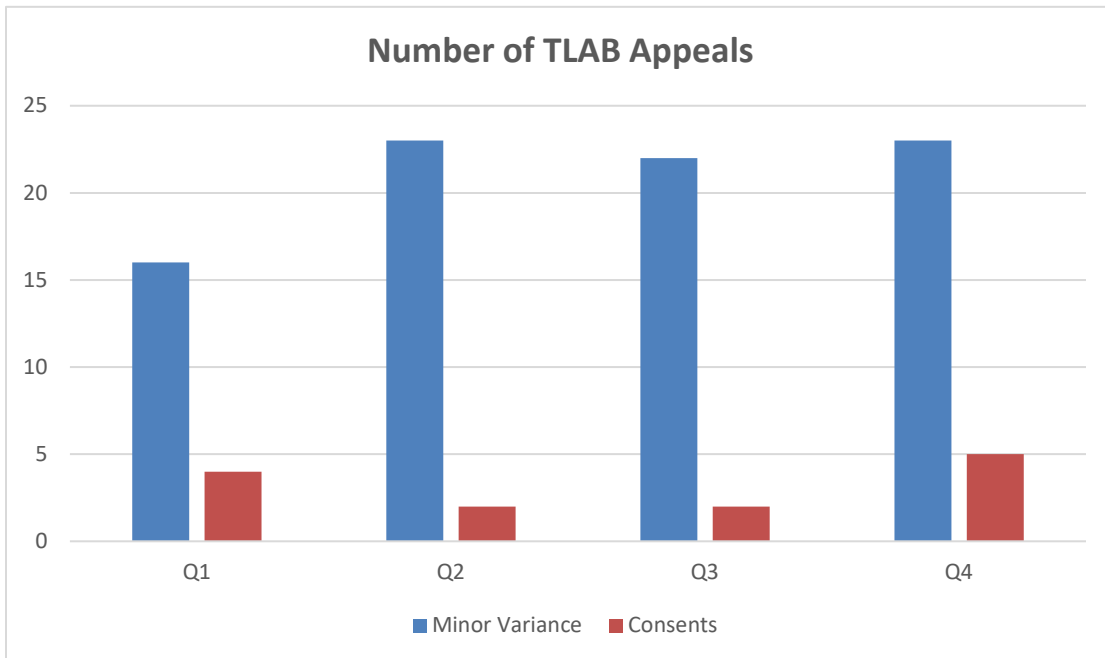
#### IV. Performance Metrics

TLAB APPEALS RECEIVED BY MONTH (2024)		
Month	# of Cases Received	Actual # With Removal of Multi-Part
January	7	5
February	9	6
March	4	4
April	7	7
May	7	6
June	11	7
July	5	5
August	7	4
September	12	10
October	15	9
November	7	5
December	6	6
<b>TOTAL</b>	<b>97</b>	<b>74</b>

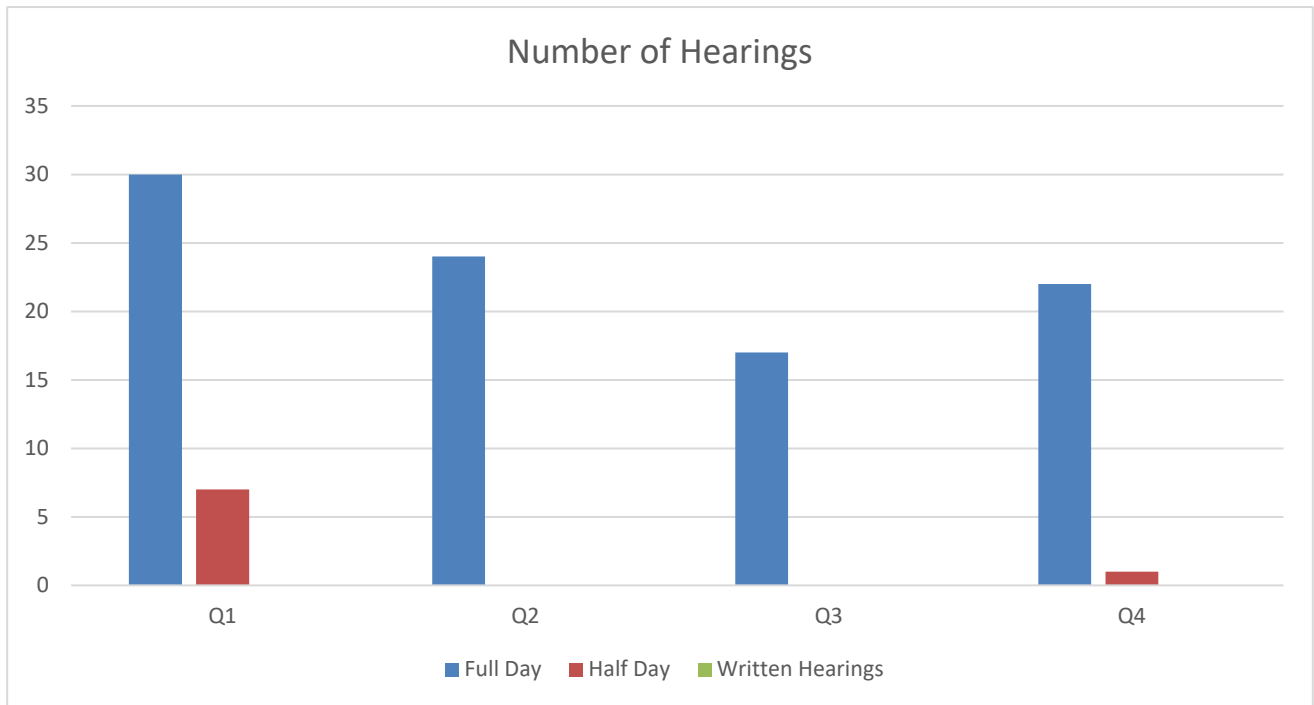


## V. Summary Statistics

Number of TLAB Appeals			
Quarterly	Minor Variance	Consents	Total
Q1	16	4	38
Q2	23	2	22
Q3	22	2	18
Q4	23	5	19
<b>TOTAL</b>	<b>84</b>	<b>13</b>	<b>97</b>



Number of Hearings			
Quarterly	Full Day	Half Day	Written Hearings
Q1	30	7	0
Q2	24	0	0
Q3	17	0	0
Q4	22	1	0
<b>TOTAL</b>	<b>93</b>	<b>8</b>	<b>0</b>



Average Hearings Length (days)			
2023	2024	2023 vs 2024	% Increase/Decrease
0.34	0.13	-62%	Decrease of 62%

Decisions Issued						
Decision Type	2023	% of Total	2024	% of Total	% 2023 vs 2024	Increase/Decrease of %
Final	122	59%	64	52.89%	-48%	Decrease of 48%
Interim	25	12%	16	13.22%	-36%	Decrease of 36%
Mediation	1	0%	2	1.65%	100%	Increase of 100%
Motion	14	7%	14	11.57%	0%	No Change
Order	8	4%	0	0%	-100%	Decrease of 100%
Pre-Hearing	3	1%	4	3.31%	33%	Increase of 33%
Review Request	11	6%	3	2.48%	-73%	Decrease of 73%
Revision	6	3%	3	2.48%	-50%	Decrease of -50%
Settlement	0	0%	0	0%	0%	No Change
Withdrawal	14	8%	15	12.14%	7%	Increase of 7%
<b>Total</b>	<b>204</b>	<b>100%</b>	<b>121</b>	<b>100%</b>		

Toronto Local Appeal Body 2024  
Annual Report

Appellant Type			
Appellant Type	2023	2024	(+/-) Difference
Applicant/Appellant	102	97	-5
City of Toronto	14	18	4
<b>TOTAL</b>	<b>116</b>	<b>115</b>	<b>-1</b>

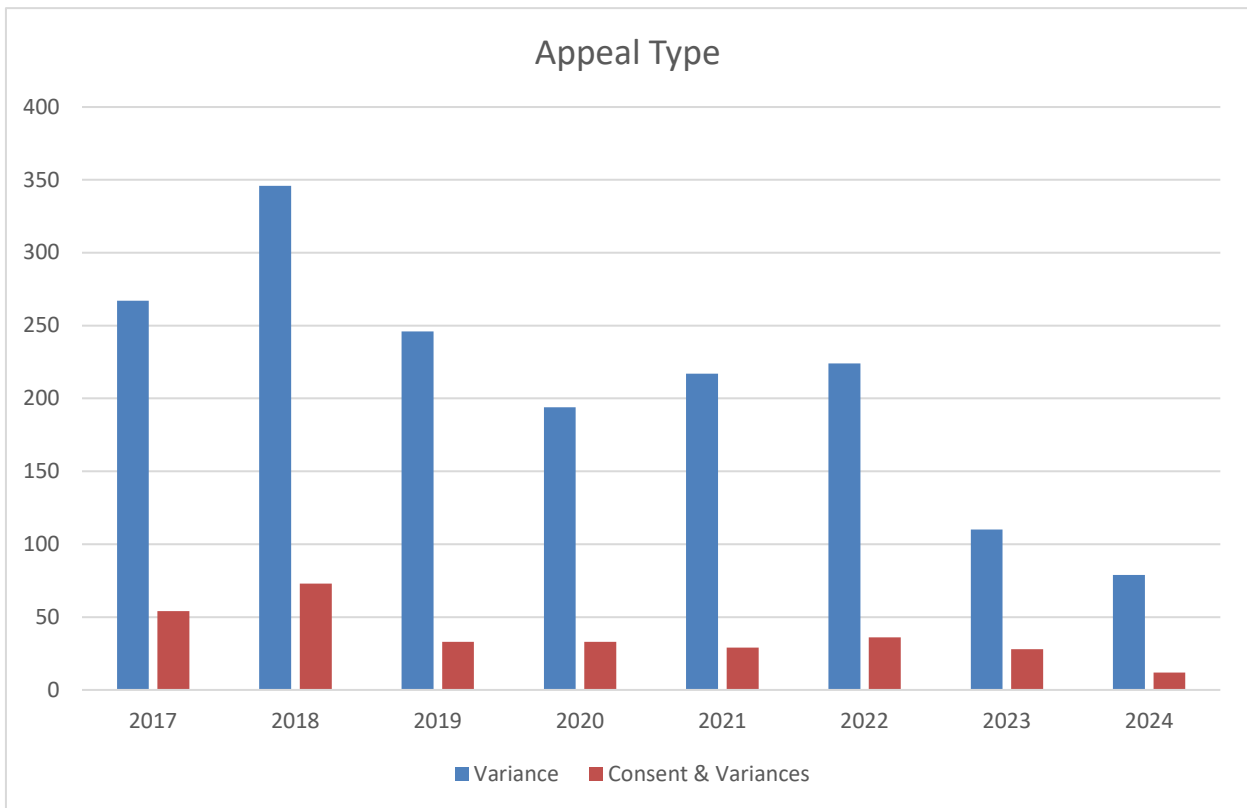
Decision Page Count - Average					
Type	2020	2021	2022	2023	2024
Final	12	11.7	11	14	13.5
Review Request	13	15	14	18	26.5

Appeal Outcomes				
	2022	2023	2024	%
Allowed	110	89	40	53%
Dismissed	115	49	36	47%
<b>TOTAL</b>	<b>225</b>	<b>138</b>	<b>76</b>	<b>100%</b>

Historical Average Filing Time from TLAB In Date to Final Decision Issuance	
Year	Calendar Days
2017	142
2018	137
2019	191
2020	236
2021	305
2022	224
2023	175
2024	73
<b>AVERAGE</b>	<b>185.375</b>

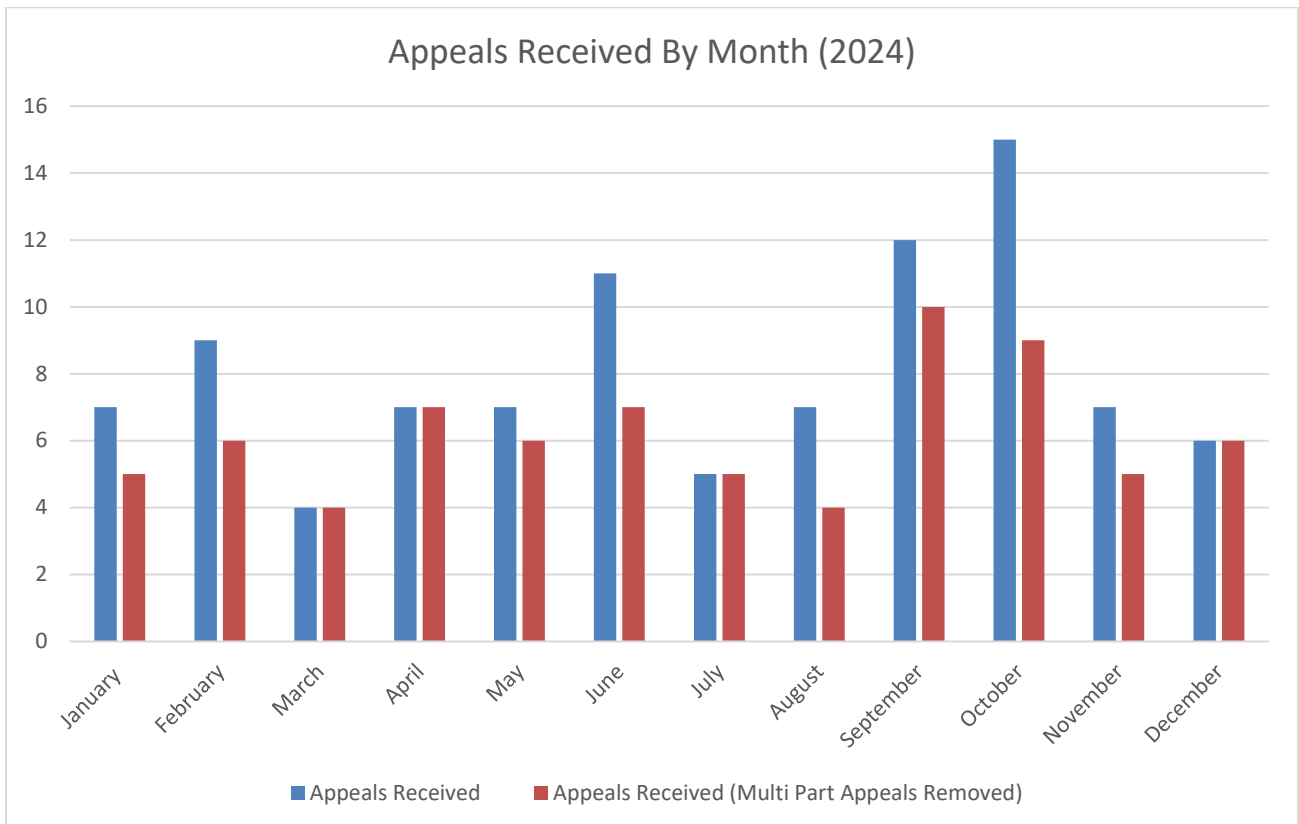
Review Request Disposition			
	2023	2024	Increase/Decrease
Review Request Dismissed - Decision Confirmed	9	5	
Granted - New Hearing	2	0	
Decision Varied	0	0	
<b>TOTALS</b>	<b>11</b>	<b>5</b>	<b>Decrease of 55%</b>

Appeal Type									
	2017	2018	2019	2020	2021	2022	2023	2024	2023 vs 2024 (increase/decrease of%)
Variance	267	346	246	194	217	224	110	84	Decrease of 24%
Consent & Variances	54	73	33	33	29	36	28	13	Decrease of 54%
<b>TOTAL</b>	<b>321</b>	<b>419</b>	<b>279</b>	<b>227</b>	<b>246</b>	<b>260</b>	<b>138</b>	<b>97</b>	<b>Decrease of 30%</b>

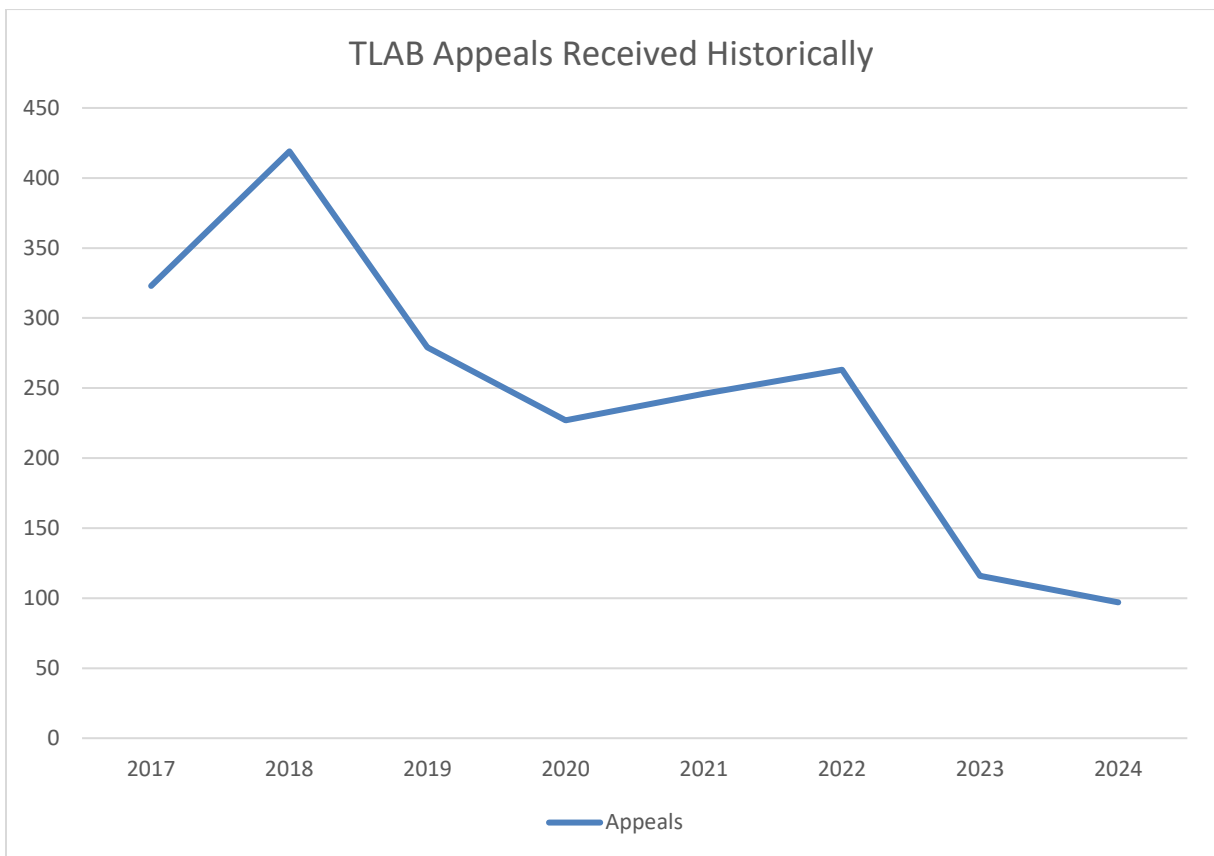


Toronto Local Appeal Body 2024  
Annual Report

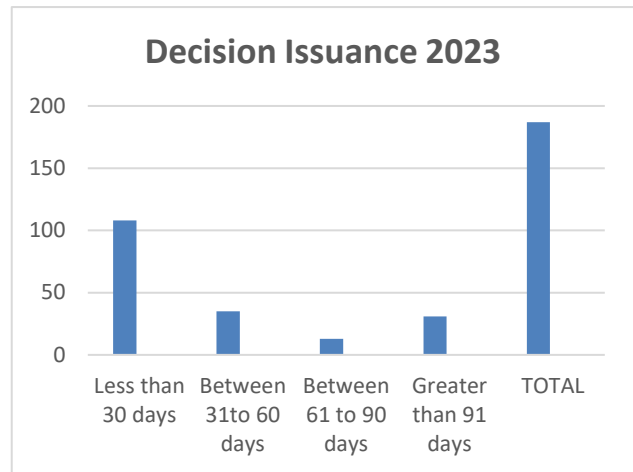
TLAB APPEALS RECEIVED BY MONTH (2024)		
Month	# of Cases Received	Actual # With Removal of Multi-Part
January	7	5
February	9	6
March	4	4
April	7	7
May	7	6
June	11	7
July	5	5
August	7	4
September	12	10
October	15	9
November	7	5
December	6	6
<b>TOTAL</b>	<b>97</b>	<b>74</b>



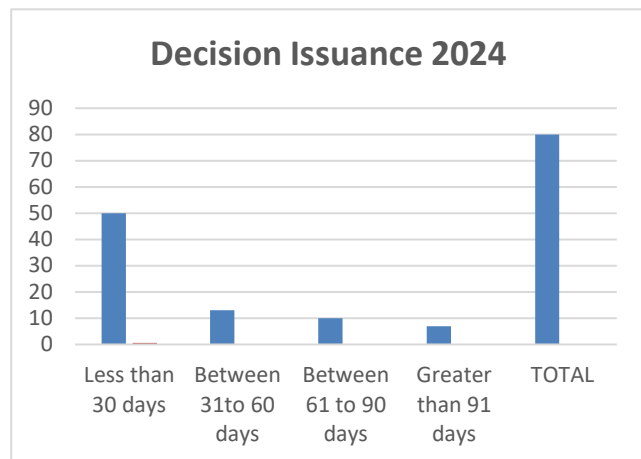
Number of TLAB Appeals Received Historically							
2017	2018	2019	2020	2021	2022	2023	2024
323	419	279	227	278	246	116	97



Decision Issuance 2023		
	Days	%
Less than 30 days	108	58%
Between 31 to 60 days	35	19%
Between 61 to 90 days	13	7%
Greater than 91 days	31	17%
<b>TOTAL</b>	<b>187</b>	



Decision Issuance 2024		
	Days	%
Less than 30 days	50	63%
Between 31 to 60 days	13	16%
Between 61 to 90 days	10	12%
Greater than 91 days	7	9%
<b>TOTAL</b>	<b>80</b>	



ALL OF WHICH IS RESPECTFULLY SUBMITTED

25 September 2025

## **VI. Contact Information**

### **General Inquiries:**

Email: [tlab@toronto.ca](mailto:tlab@toronto.ca)

Tel: (416) 392-4697

Fax: (416) 696-4307