

TORONTO LOCAL APPEAL BODY

NOTICE OF PREHEARING

PREHEARING DATE:

TIME:

LOCATION:

**40 ORCHARD VIEW BOULEVARD
Suite 211, 2nd Floor
TORONTO, ONTARIO M4R 1B9**

PREHEARING ROOM:

PROCEEDINGS COMMENCED
UNDER

subsection ([insert relevant subsections](#)) of the *Planning Act*,
R.S.O. 1990, c. P.13, as amended

Appellant:

Appellant:

Applicant:

City of Toronto Representative:

Subject:

(Enter Relevant section of Planning Act)

Property Address/Description:

Committee of Adjustment File

Number (s).

TLAB Case File Number(s)

The Toronto Local Appeal Body has set aside (insert #) hours for this prehearing.

All parties, participants and interested persons should attend at the start of the prehearing at the time and date indicated, irrespective of the time allotted. Prehearing dates are firm – adjournments will not be granted except in the most serious circumstances, and only in accordance with the Toronto Local Appeal Body's Rules on Motions for Adjournments.

Prehearing will ordinarily be held orally; however, TLAB by Notice or by its Rules may provide that a prehearing conference may be by way of an electronic hearing.

The Toronto Local Appeal Body is committed to ensuring all parties involved in a prehearing are focused and prepared to fully and definitively address those matters outlined in Rule 21.6.

If you do not attend the prehearing, the Toronto Local Appeal Body may proceed and make determinations in your absence, finalize issues, may authorize changes to the proposal, matter, or relief requested or make a final decision.

The Toronto Local Appeal Body is committed to providing accessible services as set out in the Accessibility for Ontarians with Disabilities Act, 2005. If you have any accessible needs, please contact the Accessibility Coordinator listed below as soon as possible. If you have specific accommodation needs, please identify those in advance and any assistance you may require in the event of an emergency evacuation.

Prehearing Date: [Click here to enter a date.](#), [Click here to enter text.](#), [Choose an item.](#)

DATE ISSUED Tuesday February 16, 2017

Issuing Name
Secretary

For more information on accessibility options, please contact

Accessibility Coordinator: Hsing Yi Chao
Accessibility Coordinator Phone Number: Hsing Yi Chao
Accessibility Coordinator Email:

Draft