

# Notice of Appeal Form 1

Questions or concerns about this form or process can be directed to the Toronto Local Appeal Body by telephone 416-392-4697 or by email at [tlab@toronto.ca](mailto:tlab@toronto.ca).

The information collected on this form is considered to be a public record. The legal authority to make the information public is section 1.0.1. of the Planning Act. As stated at Section 27 of the Municipal Freedom of Information and Privacy Act, the privacy provisions of Part 2 of the Act would not apply to any information collected on the form. Questions of this collection can be directed to the Manager of Planning & Liaison, Court Services, 137 Edward Street, 2nd Floor, Toronto, Ontario M5G 2P1 or by telephone at 416-338-7320.

**Part 1: Appeal Type: A separate Notice of Appeal and additional appeal fee is required for each Subject of Appeal.**

Subject of Appeal (check only one)	Type of Appeal (check only the boxes related to your appeal)	Planning Act Reference
<b>Planning Act Section 45 (12)</b>	Appeal a decision on minor variance from the provisions of any bylaw passed under section 34 or 38.	45(1)
	Appeal a decision on enlargement or extension of a building or structure that is legal non- conforming	45 (2) (a) (i)
	Appeal a decision on enlargement or extension of a building or structure that is legal non-conforming for a purpose that is similar or more compatible to a permitted use	
	Appeal the decision on a request to permit or refuse the use of land, building or structure that is legal non-conforming and that is similar to the purpose or more compatible to a permitted use	45 (2) (a) (ii)
	Appeal the decision on a request to permit or refuse a use of land, building or structure that is generally defined for any purpose that conforms with the uses permitted in the bylaw	45(2)(b)
<b>Planning Act Section 53</b>	Appeal a decision	53(19)
	Appeal conditions imposed	53(27)
	Appeal changed conditions	53(14)
	Appeal for failure to make a decision on the application within 90 days	53(14)

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## Part 2: Location Information

Address and/or legal Description of property subject to the appeal		
Street Number	Street Name	Postal Code

## Part 3: Appellant Information

First Name	Last Name	
Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your name below.		
Single Name		
Corporation Name or Association Name (Association must be incorporated)		
Position Title (if applicable)	Email	
Street Number	Street Name	Suite/Unit Number
City/Town	Province	Postal Code
Telephone Number	Mobile Number	
Appellant Signature	Date (yyyy-mm-dd)	
Signature not required if appeal is submitted by a law firm.		
<b>Please note: You must notify the Toronto Local Appeal Body for each appeal filed of any change of email, address or telephone number in writing via email to <a href="mailto:tlab@toronto.ca">tlab@toronto.ca</a> and include your TLAB Case File Number(s) in the subject line of the email after the Case File Number(s) has been assigned.</b>		

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## Part 4: Representative Information (if applicable)

<b>I hereby authorize the named lawyer, law firm, corporation and/or individual(s) to represent me</b>			
First Name		Last Name	
Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your name below.			
Single Name			
Corporation Name or Association Name (Association must be incorporated)			
Position Title (if applicable)		Email	
Street Number	Street Name		Suite/Unit Number
City/Town		Province	Postal Code
Telephone Number		Mobile Number	
Appellant Signature		Date (yyyy-mm-dd)	
<p>Please note: If you are representing the appellant and are not a solicitor, please confirm that you have authority as required by the TLAB's Rules of Practice and Procedure, to act on behalf of the appellant. Please confirm this by checking the box and signing below.</p> <p style="padding-left: 40px;">I certify that I have authority to act as a representative with respect to this appeal on behalf of the appellant and I understand that I may be asked to produce this authorization at any time.</p>			
Representative Signature		Date (yyyy-mm-dd)	

## Part 5: Accessibility

<p>We are committed to providing services as set out in the Accessibility for Ontarians with Disabilities Act, 2005. If you have any accessibility needs, please contact our Accessibility Coordinator as soon as possible at <a href="mailto:tribunalaccess@toronto.ca">tribunalaccess@toronto.ca</a>.</p>
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## Part 6: Appeal Specific Information

Provide specific information about what you are appealing using numbered paragraphs and include the Committee of Adjustment File Number(s).

Provide the nature of your appeal and the reasons and grounds for your appeal. Be specific and provide only land-use planning reasons. Include the specific provisions, sections and/or policies of the Official Plan or By-law(s) which are the subject of your appeal as applicable.

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## Part 6: Appeal Specific Information (Continued)

Yes No For this property are there other appeals existing or to be filed with the City of Toronto?

Yes No For this property are there other approvals applied for under the Planning Act or any other Act?

If you answered yes to any of the above, please provide Committee of Adjustment and City File Numbers and the TLAB Case File Number(s), if any.

NOTE: Only decisions of the Committee of Adjustment under s.45 (12) and s. 53 of the Planning Act are appealable to the Toronto Local Appeal Body.

NOTE: If there are any related appeals filed with Ontario Municipal Board, you must complete an OMB prescribed Appellant Form within any applicable appeal limitation period.

## Part 7: Other Applicable Information

## Part 8: Required Fee

Total Fee Submitted

Date of Payment (yyyy-mm-dd)