

FAQs

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Appeals

How much time do I have to appeal after a decision has been made? 

For most appeal types, you have 20 days to appeal. The deadline is on the notice of decision. Here is a sample Notice of Decision (https://www.cityofkingston.ca/documents/10180/10568258/Projects_Planning_OfficialPlanUpdate_NoticeofDec4b61-420a-b34f-7f87f44249ce) from the City of Kingston.

Is there anything I can do if the Local Planning Appeal Tribunal dismisses my appeal because it's not valid? 

If the tribunal determines that your appeal is not valid, they will send you a notice to let you know. After you receive the notice, you have 15 days to write to the tribunal to object. Your objection has to be in writing, using the tribunal's Notice of Motion. (<http://Notice of Motion>.)

Can I appeal a committee of adjustment decision to the Local Planning Appeal Tribunal? 

If the property is in the City of Toronto, you must appeal a committee of adjustment decision to the Toronto Local Appeal Body (<https://www.toronto.ca/city-government/planning-development/committee-of-adjustment/appeals/>) (TLAB). If the property is anywhere else in Ontario, you should appeal to the Local Planning Appeal Tribunal. Where you should send your appeal depends on the location of the property and the application type. The information is on your notice of decision.

Getting Involved in Planning in Your Community

How do I form or join a neighbourhood association? (Also called a residents' association, community association or ratepayers' association)

Forming or starting a neighbourhood association is a good way to help each other stay informed and participate in the land use planning process. It can also make it easier to fundraise to support an appeal, if you make one.

Start by checking if your neighbourhood already has an association. Ask your neighbours, do a web search and call your municipality – a lot of them keep a list of associations.

If there isn't an association you want to join, you can start your own. There are some guides on the web that give advice on how to start one.

Here are two of them:

- Neighbourhood London's Neighbourhood Association Guide (<https://www.neighbourgoodlondon.ca/guide>)
- The Federation of Citizens' Associations of Ottawa-Carleton guide: Start a Community Association (<http://fca-fac.ca/wp-content/uploads/2014/11/StartCA.pdf>)

What's the difference between an open house or community consultation and a public meeting?

At an open house or community consultation meeting, you'll be able to have one-on-one conversations with the property owner or their representatives and municipal staff.

A statutory public meeting is the formal meeting where the decision makers (members of council or a council committee) can hear your views or comments, which forms part of the official record.

How can I prepare for a public meeting?

The notice for the statutory public meeting will include the contact information for the municipality's planner. They'll be able to answer questions about the application and give you the materials in the application such as architectural drawings, a proposed site plan, supporting studies, or the applicant's planning justification report.

Review the materials and if you have concerns, think about how the proposal could be modified to address them.

At the meeting, you will probably be given a limited amount of time to speak to the committee or council so consider submitting written comments as well.

Land use planning

Where can I find out more about land use planning in my community? 

For more information about land use planning in your community contact your municipal clerk or planning department.

What is a building permit and how do I get one? 

The Ministry of Municipal Affairs' Building Permits Guide (<http://www.mah.gov.on.ca/Page1753.aspx>) answers most questions about building permits, including why you need one and how to go about getting one. Your municipality's building department can explain how to make an application.

The Local Planning Appeal Support Centre

What's the difference between the Local Planning Appeal Support Centre and the Local Planning Appeal Tribunal? 

The Local Planning Appeal Tribunal (LPAT) is an adjudicative tribunal that conducts hearings and mediations and makes decisions on land-use planning disputes. For example, appeals to LPAT could involve official plans, zoning bylaws, plans of subdivision or minor variances.

The Local Planning Appeal Support Centre provides people in Ontario with information on land use planning, offers legal and planning advice, and, in certain cases, provides legal representation at the Local Planning Appeal Tribunal.

Is there a fee to request support from the centre? 

There is no cost to apply for advice and representation from the centre. The centre does not pay tribunal application fees.

How do I request support from the centre? 

If you need information or advice about a development application, you are considering appealing to the Local Planning Appeal Tribunal, or you are involved in an active appeal, contact us. (<https://www.lpasc.ca/contact-us-en/>)

I live outside of the GTA. Can I qualify for advice and representation?



The Local Planning Appeal Support Centre services are available to people province-wide.

Will you be providing support and advice for cases already in the system?



The Local Planning Appeal Support Centre will support appeals filed on or after April 3, 2018, the date the centre opened.

Why was the Local Planning Appeal Support Centre created?



The Building Better Communities and Conserving Watersheds Act, 2017 (http://www.ontla.on.ca/web/bills/bills_detail.do?locale=en&Intranet=&BillID=4936) created the Local Planning Appeal Support Centre to provide people across the province with information about the land use planning appeal process, legal and planning advice, and, in some cases, legal representation. The legislation passed on December 12, 2017 and became law on April 3, 2018.

Does the centre support Toronto Local Appeal Body (TLAB) appeals?



The support centre can provide general planning information and advice to anyone in Ontario but does not provide support for TLAB appeals.

Will the support centre help residents or businesses prepare a planning application?



No. If you need help with an application (e.g. application for a by-law amendment, minor variance application) you should consult with your local planning department or visit our Where Else to Find Help (<https://www.lpasc.ca/resources/where-else-to-find-help/>) webpage to find a planner.

