

Local Planning Appeal Tribunal

SAMPLE CASE SYNOPSIS

ISSUE DATE:

CASE NO(S). PL#####

PROCEEDING COMMENDED UNDER (*Specify: statute and provision under which proceeding was commenced*)

Applicant(s)/Appellant(s):	<i>(specify)</i>
Subject	<i>(specify)</i>
Property Address/Description	<i>(specify)</i>
Municipality:	<i>(specify)</i>
Municipal File No.:	<i>(specify)</i>
LPAT Case No.:	<i>(specify PL number)</i>
LPAT File No.:	<i>(specify associated file PL number(s) if any)</i>
LPAT Case Name:	<i>(specify)</i>

A. OVERVIEW:

The Appellant(s) in this matter bring(s) an application for ...

- i. *[Provide a brief summary of the application and the reasons for the application before the Tribunal.]*

OR ALTERNATIVELY

The Respondent(s) position on the application is...

- i. *[Provide a brief summary of the Respondent(s)'s position on the application.]*

B. THE ISSUES ARISING FROM THE APPEAL

The issue(s) are as follows...

- i. *[Provide a concise overview statement describing the nature of the appeal and the issues raised in the appeal relating to questions of consistency with a policy statement issued under section 3(1) of the Planning Act and conformity or conflict*

with a provincial plan, upper-tier municipal official plan or lower-tier municipal official plan.]

C. MATERIAL FACTS AND OPINIONS

- i. *[Provide a concise summary of the facts relevant to the identified issues of consistency, conformity or conflict in the appeal, with such reference to the contents of the Appeal Record as is necessary.]*

E. LIST OF AUTHORITIES AND CASE LAW

- i. *[List any relevant authorities.]*

F. DOCUMENTARY RECORD

- i. *[Set out in separate, consecutively numbered paragraphs the affidavits and other documentary evidence that will be relied upon.]*

G. ORDERS SOUGHT

The Applicant seeks an order that...

- i. *[Set out in separate, consecutively numbered paragraphs the order(s) sought and stating the Applicant(s)' interest in the decision.]*

All of which is respectfully submitted,

[Date]

Signature of the Appellant(s) or Respondent(s)

Name of the Appellant(s) or Respondent(s)

Signature of the Appellant(s) or Respondent(s)

Name of the Appellant(s) or

Respondent(s)

Telephone number: (XXX) XXX-XXXX

Street name and number

City, Province

Postal Code