



Local Planning Appeal Tribunal
**PRIORITY SETTLEMENT HEARING
Request Form**

To promote early resolution of disputes, the Local Planning Appeal Tribunal (Tribunal) is offering priority settlement hearing times. These priority hearing times are only offered for matters received by the former Ontario Municipal Board (OMB) prior to April 3, 2018.

Priority hearing times would be heard docket-style and would occur either by appearance, telephone conference or a combination.

To request a priority settlement hearing for your matter, please submit these filing materials to the Tribunal:

- Priority Settlement Hearing Request Form
- Signed settlement agreement
- Affidavit of planning evidence that supports the settlement and demonstrates that the proposal complies with all statutory instruments and is good planning
- Draft order(s), including instrument(s) to be approved
- Written confirmation that all persons on the notice list do not intend to participate in the hearing or are in support of the settlement

The request form and filing materials must be submitted to the Tribunal in paper copy and may also be sent electronically to the assigned Case Coordinator.

Case Information

Case Number	
Appeal Section(s) and legislation	

Party Information – Form Prepared By

Last Name	First Name
Email Address	

Names of Parties in Agreement with Settlement

Last Name	First Name
Last Name	First Name

Last Name	First Name
Last Name	First Name
Last Name	First Name
Last Name	First Name

Please confirm:

The case proceeded to a Pre-hearing Conference/first hearing event?

- Yes
 No

The Tribunal approved an issues list in the appeal?

- Yes
 No

All of the identified parties consent to the settlement?

- Yes
 No

The number of parties for the appeal is

The number of participants for the appeal is

Is there significant public interest in this proceeding?

- Yes
 No

Are there additional persons that may be conferred party status by the Tribunal?

- Yes
 No

Will you be able to present the information in 90 minutes or less?

- Yes
 No

Would you prefer a/an?

Written settlement hearing; or

Appearance settlement hearing; or

Teleconference settlement hearing

* Note: not all types of appeals can be heard via written hearing or teleconference

Priority hearings are typically scheduled the last week of each month. What month(s) are you available for a settlement hearing?

All the filing materials are attached to your request form?

Yes

No

Notice obligations:

Below, please confirm whether a prior hearing event has occurred and its date. Also explain how a settlement hearing complies with any notice obligations, especially in instances where interested persons may wish to seek party status at the first hearing event:

Participants

How many individuals have been granted participant status by the Tribunal?

Please list the individuals in the chart and list their concerns. Use a check mark to confirm if they have been notified of the details of the proposed settlement and if they have agreed to it.

Participant Name	Concerns	Notified	Agree

Additional details:

In the space below, please provide any additional details that you believe are relevant for the Tribunal to consider this request:

[Clear Form](#)

[Print Form](#)