WeirFoulds

January 18, 2024

VIA EMAIL AND COURIER

Office of the City Clerk City of Hamilton 71 Main Street West, 1<sup>st</sup> floor Hamilton, Ontario L8P 4Y5

Attention: Andrea Holland, City Clerk

Dear Ms. Holland:

Denise Baker Managing Partner t. 416-947-5090 dbaker@weirfoulds.com

File No. 22259.00001

OFFICE OF THE CITY CLIERK

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REFOTO

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Re: Notice of Appeal of Proposed Official Plan and Zoning By-law Amendments Sections 22(7) and 34(11) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended 200 Market Street, 125 Napier Street, and 55 Queen Street North, City of Hamilton File No: UHOPA-22-005 and ZAC-22-012

We are legal counsel for Hamilton Queen and Market Inc. (the "Client"), owners of the lands municipally known as 200 Market Street, 125 Napier Street, and 55 Queen Street North (the "Site"), in the City of Hamilton (the "City").

#### **BACKGROUND AND PROPOSAL SUMMARY**

The Site is bound to the north by Napier Street, to the east by Queen Street North, and to the South by Market Street. The Site is comprised of one parcel of land municipally known as 200 Market Street, 55 Queen Street North, and 125 Napier Street.

The Site is currently occupied with a commercial surface parking lot and has an approximate area of  $\pm 7,979.7$  square metres, with  $\pm 77$  metres of frontage along Queen Street North, and a frontage of  $\pm 99$  metres along both Market Street and Napler Street.

In January of 2022, applications for an Official Plan and a Zoning By-law amendment (Files: UHOPA-22-005 and ZAC-22-012) (the "Applications") were filed with the City. The Applications contemplated the development of four (4) residential towers on a 3-storey podium, (the "Proposed Development"). Two towers were proposed at 27-storeys tall and the remaining two

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towers were proposed to be 15-storeys tall. Within the podium, five (5) ground floor commercial units and one second floor office unit were proposed facing Queen Street North, with a total commercial gross floor area of 1,003m2. In addition, within the podium nine (9) residential "townhouse" units facing Market Street were proposed as well as senior's apartments facing on to Napier Street. The Proposed Development included two vehicular accesses; one on Market Street and one on Napier Street, with all parking contained above and below-grade in an enclosed garage. A total of 762 units were proposed with 369 parking spaces.

The Initial Applications were deemed complete under the Planning Act.

Following the submission of the Applications, revisions to the proposal were submitted in December 2023 (the "Revised Proposal").

The Revised Proposal consists of only two residential towers fronting onto Queen Street North with a height of 39 storeys and 41 storeys, with a total of 1,047 residential units, and a six (6) storey podium. 324 parking spaces and 549 long-term bicycle parking spaces are proposed.

The City has failed to make a decision on the Applications within the time period contemplated in the *Planning Act*, and, as such, our client is filing this appeal to the Ontario Land Tribunal ("Tribunal").

#### THE REVISED PROPOSAL

The purpose and effect of the Official Plan and Zoning By-law amendments (the "OPA" and "ZBA") are to implement the Revised Proposal to permit a mixed-use development consisting of a six (6) storey podium with two separate 33 and 35 storey towers for a total of 41 and 39 storeys. The maximum proposed height is 126 metres from grade and 229 metres tall when measured above sea level (ASL).

## (i) Application for Official Plan Amendment

This site is designated Neighbourhoods on Schedule E – Urban Structure. The proposed multiple dwellings and ground floor commercial uses are permitted uses. The Site is designated for high-density development in the Strathcona Neighbourhood Secondary Plan. The requested OPA will permit the addition of a site-specific designation to Volume

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3 of the parent Official Plan and to Map B.3.3-1 of the Strathcona Secondary Plan for the purposes of permitting the height of the Revised Proposal.

# (ii) Application for Zoning By-law Amendment

The ZBA would implement the Revised Development by way of site specific regulation and would bring the Site out of Hamilton Zoning By-law 6593 and into Zoning By-law 05-200 Zoning, which is the City's new comprehensive zoning by-law by rezoning the Site to the Downtown Prime Retail (D2) Zone. As there are no High Density Zones within Zoning By-law No. 05-200 as of yet, the Downtown Zone has been applied to this application as it contains the most up-to-date standards for tall building proposals such as this.

## **REASONS FOR APPEAL**

The primary reason for the appeal is that a decision has not been made on the Applications within the statutory time period as set out in the *Planning Act*. Kindly accept this correspondence as Hamilton Queen and Market Inc,'s Notice of Appeal pursuant to section 22(7) of the Act in the case of the proposed OPA, and pursuant to section 34(11) of the Act in the case of the proposed ZBA. We note the following in support of Hamilton Queen and Market Inc.'s appeals of the Applications:

- 1. The Applications have regard to the matters of Provincial interest as set out in section 2 of the *Planning Act*.
- 2. The Applications are consistent with the Provincial Policy Statement (2020) (the "PPS") and conform to A Place to Grow: Growth Plan for the Greater Golden Horseshoe (the "Growth Plan") and the Urban Hamilton Official Plan ("UHOP"), including the Strathcona Neighbourhood Secondary Plan and have regard to the Growth Related Integrated Development Strategy, as the Applications will promote the efficient use of land and infrastructure in a transit-supportive manner and provide additional housing to assist the municipality in meeting its intensification targets and its housing pledge.
- From a land use perspective, the proposal will contribute to the achievement of policy directions supporting intensification and infill within the built-up urban area, particularly in

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locations which are well-served by municipal infrastructure, including public transit. In this respect, the proposal will encourage a sense of place and provide for a high quality, attractive, accessible built-form that provides for additional rental housing within the neighbourhood.

- 4. Specifically, the Proposed Development of the Site is consistent with and conforms to the applicable planning policy framework as noted below:
  - a) The PPS, by providing a sustainable land use pattern for the financial well-being of the Province and the Municipality. Among other matters, the proposal will result in the redevelopment and intensification of lands within the built-up area, providing residential dwelling units and flexible commercial uses in a compact built-form representing an efficient use of land, infrastructure, and public service facilities. Further, the proposal will assist in providing for a range of housing as the proposed redevelopment will contribute to rental housing stock in the lower city.
  - b) Under the Growth Plan, the Site is located within the delineated built-up area. The Revised Proposal will result in intensification, through the development of and efficient use of existing parking lot space. The Site is appropriately located for multipleresidential development and a mixed-use area that has a range of uses that include a number of necessities for daily living, including local stores and services, jobs and public service facilities.

The redevelopment will further support the achievement of complete communities through the introduction of multiple residential dwelling units as well as provide additional opportunities for non-residential uses, which will support the needs of future residents of the proposed development and residents of the surrounding area. Ultimately, the proposed development will assist the City in achieving the minimum density targets set out in the Growth Plan and the UHOP through intensification of an underutilized site.

c) Strathcona Neighbourhood Secondary Plan (the "SNSP") The SNSP acknowledges that high-density development greater than 10 storeys can be permitted subject to certain criteria. The Revised Proposal meets the criteria in the

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SNSP to allow for height beyond 10 storeys as the Revised Proposal does not result in any adverse Sun, Shadow, Wind or Visual impacts on the public or private realm.

- d) In consideration of the substantial work that was considered through the GRIDS 2 process, the Revised Proposal is appropriate and maintains the intent of the policies of the UHOP and the SNSP. The proposal presents an opportunity to intensify the Site in a manner that is sympathetic with the neighbourhood while also considering prevailing factors such as the need for additional residential units, including rental units in a built-form that is already found along Queen Street.
- 5. The Site is identified for urban intensification given it is located in a settlement area, which is an appropriate location for intensification and redevelopment with a compact form adjacent to Downtown Hamilton. The Revised Proposal efficiently utilizes land and existing municipal services to reduce the need for uneconomical growth and expansion of the settlement area.
- 6. From both a land use and urban design standpoint, the Revised Proposal has been thoughtfully designed to be compatible with surrounding developments and respects the existing and emerging built-form and character. Further, the development presents a unique opportunity to redevelop one of the few remaining vacant parcels of land in the neighbourhood.
- 7. The proximity of the Proposed Development to community amenities such as parks, community centres, schools, shopping, entertainment as well as bus routes, rapid transit networks and active transportation options contributes to the reduction in reliance on automobile use and encourages active transportation and transit usage, which ultimately facilitates the development of complete communities.
- 8. The Applications represent a timely and needed housing intensification in response to the provincially identified housing crisis. Further, the proposal is aligned with the Council Adopted strategy to include all anticipated growth within the City of Hamilton to 2051 within the Urban Boundary.

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- 9. The 2023 Resubmission results in a proposal that is appropriate for the area and establishes a good land use planning relationship between the proposed buildings and the streets, public realm and existing neighbourhoods. The Applications represent good planning and urban design and is in the public interest.
- 10. Such further and other reasons as counsel may advise and the Tribunal may permit.

# Filing Requirements

In satisfaction of the Tribunal's filing requirements, enclosed please find the following:

- 1. One completed and duly signed OLT Appeal Form (A1); and
- 2. Two firm cheques, each in the amount of \$1,100.00, made payable to the Minister of Finance, representing the filing fee for said appeals.

Please kindly acknowledge receipt of this letter and confirm when the appeals have been forwarded to the Tribunal. Please ensure that your transmittal of these two appeals to the OLT advises that these appeals are related to one another and need to be processed concurrently pending a formal consolidation.

#### CONCLUSION

Despite the unfortunate need to file these appeals, Hamilton Queen and Market Inc. remains prepared to engage in discussions with the City. It remains our hope that this matter can be resolved on a consensual basis thereby implementing Council's recommended conversion direction. We remain open to Tribunal-facilitated mediation if there is also a willingness on the City's part.

# WeirFouldsLLP

Thank you for your attention to this matter. Should you have any questions or require further information, please do not hesitate to contact the undersigned.

Yours truly,

WeirFoulds LLP

Per: D

Denise Baker

Partner

DB/MK

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Cc Client

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City/Town:

Hamilton

# **Ontario Land Tribunal**

# Appeal Form (A1)

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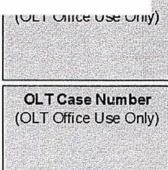


Section 1 - Contact Information (Mandatory)

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Please complete this Appeal Form by following the instructions in the companion document titled "Appeal Form Instructions". Please read **both** documents carefully to ensure you submit the correct information and complete this form correctly.

There are guides available for review on the Tribunal's <u>website</u> for different appeal types to assist you in filing an appeal.

Please review the notice of the decision you are appealing to determine the appeal deadline and the specific official with whom the appeal should be filed (e.g. Secretary-Treasurer, Clerk, Minister, Ontario Land Tribunal) prior to completing this Appeal Form. Relevant portions of the applicable legislation should also be reviewed before submitting this form. Your appeal must be filed with the appropriate authority within the appeal period as set out in the notice of the decision and applicable legislation.

#### Applicant/Appellant/Objector/Claimant Information Last Name: First Name: Company Name or Association Name (Association must be incorporated - include copy of letter of incorporation): Hamilton Queen & Market Inc. Email Address: guntherbluesz@outlook.com Daytime Telephone Number: Alternative Telephone Number: 905-921-4419 ext. Mailing Address Unit Number: Street Number: Street Name: P.O. Box:

King Street W.

Country:

Canada

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	Appeal of Development Charges, Education Act, Aggregate Resources Act, Municipal Act matters	3A
	Appeal of or objection to Ontario Heritage Act matters under subsections 29, 30.1, 31, 32, 33, 40.1 and 41	3A
	Appeal of <i>Planning Act</i> (subsections 33(4), 33(10), 33(15), 36(3)), <i>Municipal Act</i> (subsection 223(4)), <i>City of Toronto Act</i> (subsection 129(4)) and <i>Ontario Heritage Act</i> (subsections 34.1(1), 42(6)) matters	3A & 3B
	Appeal of Clean Water Act, Environmental Protection Act, Nutrient Management Act, Ontario Water Resources Act, Pesticides Act, Resource Recovery and Circular Economy Act, Safe Drinking Water Act, Toxics Reduction Act, and Waste Diversion Transition Act matters	4A
	Application for Leave to Appeal under the Environmental Bill of Rights, 1993	4B
	Appeal under the Niagara Escarpment Planning and Development Act (NEPDA)	5A
	Application to amend the Niagara Escarpment Plan	5B
	Appeal of Conservation Authorities Act, Mining Act, Lakes and Rivers Improvement Act, Assessment Act, and Oil, Gas and Salt Resources Act matters	6
	Legislation not listed above	Contact OLT before filing your appeal
Section	3A – Planning Matters	TRULE TO SEASON
-	Reasons and Specific Information	

# Number of new residential units proposed: 1047 Municipal Reference Number(s): UHOPA-22-005 & ZAC-22-012 List the reasons for your appeal: See attached correspondence Has a public meeting been held by the municipality? ☐ Yes M No For appeals of Official Plans, Official Plan Amendments, Zoning By-laws and Zoning By-law Amendments, please indicate if you will rely on one or more of the following grounds: A: A decision of a Council or Approval Authority is: ☐ Inconsistent with the Provincial Policy Statement issued under subsection 3(1) of the Planning Act ☐ Fails to conform with or conflicts with a provincial plan ☐ Fails to conform with an applicable Official Plan And B: For a non-decision or decision to refuse by council: X Consistency with the provincial policy statement, issued under subsection 3(1) of the Planning Act

X Conformity with a provincial plan
X Conformity with the upper-tier municipality's Official Plan or an applicable Official Plan  If it is your intention to argue one or more of the above grounds, please explain your reasons:
See attached correspondence
Oral/Written submissions to council
Did you make your opinions regarding this matter known to council?
☐ Oral submissions at a public meeting of council
Written submissions to council
□ Not applicable
Related Watters
Are there other appeals not yet filed with the Municipality?
☐ Yes X No
Are there other matters related to this appeal? (For example: A consent application connected to a variance application).
☐ Yes X No
If yes, please provide the Ontario Land Tribunal Case Number(s) and/or Municipal File Number(s) for the related matters:
Section 3B - Other Planning Matters
Appeal Specific Information (Continued)
Date application submitted to municipality if known (yyyy/mm/dd):
Date municipality deemed the application complete if known (yyyy/mm/dd):
Please briefly explain the proposal and describe the lands under appeal:
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There are required documents and materials to be submitted to the Ontario Land Tribunal (OLT) based on the type of legislation and section you are filing under. Please see the <u>Section 3B Checklist(s)</u> located <u>here</u> and submit all documents listed.
Section 4A - Appeals under Environmental Legislation
Appeal Specific Information Outline the grounds for the appeal and the relief requested:
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Reference Number of the decision under appeal:
Portions of the decision in dispute:
Date of receipt of Decision or Director's Order (yyyy/mm/dd):
Applying for Stay?    Yes    No
If Yes, outline the reasons for requesting a stay: (Tribunal's Guide to Stays can be viewed here)
There are required documents and materials to be submitted to the Ontario Land Tribunal (OLT) based on the
type of legislation and section you are filing under. Please see the <u>Section 4A Checklist(s)</u> located <u>here</u> and submit all documents listed on the checklist.
Section 4B – Environmental Application for Leave to Appeal
Are you filing an Application for Leave to Appeal under the <i>Environmental Bill of Rights</i> ,
1993?
Identify the portions of the instrument you are seeking to appeal:
Identify the grounds you are relying on for leave to appeal. Your grounds should include reasons why there is
Identify the grounds you are relying on for leave to appeal. Your grounds should include reasons why there is good reason to believe that no reasonable person, having regard to the relevant law and to any government
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Section 5A - Appeal rec	garding\De nent Act	velopment	Perm	iit Appl	lication	on under th	e` <i>Nia</i> g	gara Eścarj	omen	f
Development Permit Application File No:										
Name of Applicant for Dev	velopment F	Permit:								
Reasons for Appeal: Outline the nature and reasons for your appeal. Specific planning, environmental and/or other reasons are required. (The Niagara Escarpment Plan is available on the Niagara Escarpment Commission's website (www.escarpment.org))										
. Section 5B - Application	n to amend	lithe <i>Niaga</i>	ara Es	carpin	ent F	Plan	g - 1935.	14 Sili 21 1		為有
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□ Land Division Committee (Severance)										
□ Other:	,									

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Description of the Property  Describe the current use of the property including any existing buildings or structures:
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Category of the Bronsond Amendment
Category of the Proposed Amendment  ☐ Change in Designation ☐ Change to Policy
☐ Request for Urban Servicing ☐ Change to Plan Boundary
☐ Other:
Detailed Description of Proposed Amendment
Provide a detailed description of the proposed amendment:
Justification and Rationale
(Including Reasons, Argument and Evidence in Support of the Amendment) (See Niagara Escarpment Plan Amendment Guidelines)
The justification submitted with the application should address the following:
<ol> <li>Analysis of how the proposed amendment is consistent with the Niagara Escarpment Planning and Development Act, the Niagara Escarpment Plan, and shall be consistent with other relevant Provincial</li> </ol>
plans.  2. A justification which includes the rationale for the amendment, as well as reasons, arguments or evidence in support of the change to the Plan proposed through the amendment.
The following studies and reports may be necessary to be submitted in support of justification of the proposed amendment (The applicability of the following will depend on the nature of the application):
□ Agricultural Land Use Impacts
☐ Air Quality Impact Assessment
☐ Engineering Reports
☐ Environmental Impact Study ☐ Geological Studies
☐ Grading Plans – Existing and proposed and Slope Stabilization Plans and Typical Cross Sections
☐ Historical/Cultural/Archeological Impact Assessment
☐ Hydrogeological Impact Assessment
☐ Landscape/Visual Impact Analysis☐ Noise Impact Assessment
☐ Setback from the Brow of the Escarpment
☐ Suitable for Septic Systems
☐ Traffic Impact Assessment ☐ Tree Removal/Planting including Berming and Landscaping
☐ Other:

Please attach an accurate Site Plan drawn to scale. The Site Plan may be drawn on a blank sheet; on an attached Survey, or by using mapping software (Ontario Make a Map etc.). The Site Plan must show existing features, such as, buildings and structures, streams, changes in grades, rock outcrops, driveways, forested areas and proposed uses to changes to the property or the features.

NOTE: For amendments regarding Mineral Resource Extraction Areas, please provide copies of the Site Plan as required by Regulation under the Aggregates Resources Act.

Section 6 - Wijning Claim and Conservation Watters								
Appeal Specific Informati	ojnj							
List the subject Mining Claim Number(s) (for unpatented mining claims) and accompanying Townships, Areas and Mining Division(s) where mining claims are situated. List all "Filed Only" Mining Claims, if appropriate: (This is to be completed for <i>Mining Act</i> appeals only.)								
List the Parcel and the Pr (mining claims only):	operty Ider	ntifier Numbe	rs (PIN), if re	ents or taxes apply	to mining lands	, if appropriate		
<u> </u>								
Provide the date of the Dappropriate:	ecision of t	ne Conserva	tion Authority	or the Provincial N	Mining Recorder	r, as		
Provide a brief outline of the reasons for your application/appeal/review. If other lands/owners are affected, please include that information in the outline being provided below:								
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Respondent Information.								
Conservation Authority:		<u> </u>						
Contact Person:								
Email Address:								
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There are required documents and materials to be submitted to the Ontario Land Tribunal (OLT) based on the type of legislation and section you are filing under. Please see the Section 6 Checklist(s) located here and submit all documents listed on the checklist.								

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Please see the attached link to view the OLT Fee Chart. Total Fee Submitted: \$2,200.00  Payment Method   Certified Cheque   Money Order   X   Lawyer's general or trust account cheques   Total Fee Submitted: \$2,200.00  Payment Method   Certified Cheque   Money Order   X   Lawyer's general or trust account cheques   If you wish to pay the appeal fee(s) by credit card, please check the box above and OLT staff will contact you by telephone to complete the payment process upon receipt of the appeal form.  If a request for a fee reduction is being requested, please pay the minimum filing fee for each appeal and complete/submit the Fee Reduction form is attached (if applicable – see Appeal Form Guide for more information).  Section 3P Declaration (Mandatory)  Declaration   Isolemnly declare that all the statements and the information provided, as well as any supporting documents, are true, correct and complete.  By signing this appeal form below, I consent to the collection of my personal information.  Name of Appellant/Representative   Signature of Appellant/Representative   Date (yyyy/mm/dd)    Denise Baker   Date (yyyy/mm/dd)    Personal information or documentation requested on this form is collected under the authority of the Ontario Land Tribunal Act and the legislation under which the proceeding is commenced. All information collected is available to the public record in this proceeding, in accordance with the Freedom of Information and Protection of Privacy Act and section 9 of the Statutory Powers Procedure Act, all information collected is available to the public subject to limited exceptions.  We are committed to providing services as set out in the Accessibility Coordinator at Information collected is available to the public subject to limited exceptions.  Section 3B   Fer to the relevant checklist and submit all documents listed on the checklist when filing your Appeal Form.  Review the Section 4B Checklist(s) and attach all listed documents.  Review the Section 4B Checklist(s) and attach all listed docum	:Section 7 - Filing!Fee	e la la la	I to be the interest of the second	ing Ash	· 在 影中 经收益 物质 影点 20. 21						
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*If you are filing under the Ontario Heritage Act, including under s. 34.1(1), please carefully review the specific section of that legislation to determine if your appeal needs to be filed with the Tribunal in addition to the Municipality or Approval Authority.  Section 3A & 3B or Section 4A or Section 4B or Section 6  Ontario Land Tribunal 655 Bay Street, Suite 1500 Toronto, ON M5G 1E5  For the Areas of: Dufferin County (Mono)  For the Areas of: Bruce County			You must file wi	th the following	1g:						
please carefully review the specific section of that legislation to determine if your appeal needs to be filed with the Tribunal in addition to the Municipality or Approval Authority.  Section 3A & 3B or Section 4A or Section 4B or Section 6  Section 6  For the Areas of:  Dufferin County (Mono)  Phone: 416-212-6349   1-866-448-2248 Website: www.olt.gov.on.ca  For the Areas of:  Bruce County			Municipality or the Approx	al Authority/So	chool Board						
please carefully review the specific section of that legislation to determine if your appeal needs to be filed with the Tribunal in addition to the Municipality or Approval Authority.  Section 3A & 3B or Section 4A or Section 4B or Section 6  Section 6  For the Areas of:  Dufferin County (Mono)  Phone: 416-212-6349   1-866-448-2248 Website: www.olt.gov.on.ca  For the Areas of:  Bruce County											
Section 3A & 3B or Section 4A or Section 4B or Section 6  Section 5A or 5B  Section 6  Section 4A or Section 4A or Section 4B or Section 4	Section 3A										
Section 3A & 3B or Section 4A or Section 4B or Section 6  Contario Land Tribunal 655 Bay Street, Suite 1500 Toronto, ON M5G 1E5  For the Areas of: Section 5A or 5B  Authority.  Phone: 416-212-6349   1-866-448-2248 Website: www.olt.gov.on.ca For the Areas of: Bruce County											
Section 3A & 3B or Section 4A or Section 4B or Section 6  Ontario Land Tribunal 655 Bay Street, Suite 1500 Toronto, ON M5G 1E5  For the Areas of: Section 5A or 5B  Ontario Land Tribunal 655 Bay Street, Suite 1500 Website: www.olt.gov.on.ca For the Areas of: Bruce County		appearneed			the Municipality of Approval						
Section 4A or Section 4B or Section 6  Section 5A or 5B  Section 4B or Section 6  Section 5A or 5B  Section 4A or Section 4B or Section 6  Ontario Land Tribunal Phone: 416-212-6349   1-866-448-2248 Website: www.olt.gov.on.ca Website: www.olt.gov.on.ca For the Areas of: Bruce County	Section 3A & 3B or			Only.							
Section 4B or Section 6  Toronto, ON M5G 1E5  For the Areas of: Section 5A or 5B  Dufferin County (Mono)  Section 4B or Toronto, ON M5G 1E5  For the Areas of: Bruce County					· · · · · · · · · · · · · · · · · · ·						
Section 6  For the Areas of: Section 5A or 5B  Dufferin County (Mono)  Bruce County	Section 4B or			Webs	ite: www.olt.gov.on.ca						
Section 5A or 5B Dufferin County (Mono) Bruce County	Section 6										
	Section SA of SB				•						

AND REAL PROPERTY OF THE REAL PROPERTY.

Region of Peel Region of Niagara City of Hamilton

## File with:

NIAGARA ESCARPMENT COMMISSION 232 Guelph Street, 3rd Floor Georgetown, ON L7G 4B1

Fax: 905-873-7452 Website: www.escarpment.org

Phone: 905-877-5191

Email: necgeorgetown@ontario.ca

Simcoe County Dufferin County (Mulmur, Melancthon)

### File with:

NIAGARA ESCARPMENT COMMISSION 1450 7th Avenue Owen Sound, ON N4K 2Z1

Phone: 519-371-1001

Fax: 519-371-1009 Website: www.escarpment.org Email: necowensound@ontario.ca

NOTE: Please review the notice of the decision you are appealing to determine the appeal deadline and the specific official with whom the appeal should be filed (e.g. Secretary-Treasurer, Clerk, Minister, Ontario Land Tribunal).

NOTE: Relevant portions of the applicable legislation should be reviewed before submitting this form. Please ensure that a copy of this Appeal Form is served in accordance with the requirements of the applicable legislation.