



Ontario Municipal Board  
 Commission des affaires municipales de l'Ontario  
 655 Bay Street, Suite 1500 Toronto, Ontario M5G 1E5  
 TEL: (416) 326-6800 or Toll Free: 1-866-887-8820  
 FAX: (416) 326-5370  
[www.omb.gov.on.ca](http://www.omb.gov.on.ca)

**APPEAL/OBJECTION FORM (A2)**  
**DEVELOPMENT CHARGES ACT &**  
**EDUCATION ACT**  
**(SUBMIT TO MUNICIPALITY/SCHOOL BOARD)**

**Instructions:**

- Complete one form for each type of appeal/objection you are filing.
- A filing fee of \$125 is required for each type of appeal/objection you are filing. To view the Fee Schedule, visit the Board's website.
- The filing fee must be paid by certified cheque or money order, in Canadian funds, payable to the Minister of Finance.
- Do not send cash.
- Submit your completed appeal/objection form(s) and filing fee(s) to either the Municipality or the School Board, as applicable, by the required filing deadline. The Municipality/School Board will forward your appeal/objection(s) and fee(s) to the Ontario Municipal Board.
- Please print clearly throughout the appeal form.
- The *Development Charges Act*, *Education Act* and the *Ontario Municipal Board Act* are available at [www.omb.gov.on.ca](http://www.omb.gov.on.ca).

Receipt Number (OMB Office Use Only):

Date Stamp - Appeal Received by Municipality/  
 School Board

**Part 1: Appeal Type (Please check only one box)**

<i>(Development Charges Act)</i> SUBJECT OF APPEAL	TYPE OF APPEAL	<i>Development Charges Act</i> REFERENCE (SECTION)
Development Charge By-law	<input type="checkbox"/> Appeal a Development Charge By-law	14
	<input type="checkbox"/> Appeal an amendment to a Development Charge By-law	19(1)
Development Charge Complaint	<input type="checkbox"/> Appeal municipality's decision regarding a complaint	22(1)
	<input type="checkbox"/> Failed to make a decision on the complaint within 60 days	22(2)
Front-ending Agreement	<input type="checkbox"/> Objection to a front-ending agreement	47
	<input type="checkbox"/> Objection to an amendment to a front-ending agreement	50
<i>(Education Act)</i> SUBJECT OF APPEAL	TYPE OF APPEAL	<i>Education Act</i> REFERENCE (SECTION)
Education Development Charge By-law	<input type="checkbox"/> Appeal an Education Development Charge By-law	257.65
	<input type="checkbox"/> Appeal an amendment to an Education Development Charge By-law	257.74(1)
Education Development Charge Complaint	<input type="checkbox"/> Appeal approval authority's decision regarding a complaint	257.87(1)
	<input type="checkbox"/> Failed to make a decision on the complaint within 60 days	257.87(2)

**Part 2: Location Information**

Address and/or Legal Description of property subject to the appeal: \_\_\_\_\_

Municipality: \_\_\_\_\_

**Part 3: Appellant Information**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Company Name or Association Name (Association must be incorporated – include copy of letter of incorporation) \_\_\_\_\_

Professional Title (if applicable): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**By providing an e-mail address you agree to receive communications from the OMB by e-mail.**

Daytime Telephone #: \_\_\_\_\_ Alternate Telephone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street Address

Apt/Suite/Unit#

City/Town

Province

Country (if not Canada)

Postal Code

Signature of Appellant: \_\_\_\_\_ Date: \_\_\_\_\_

**Please note: You must notify the Ontario Municipal Board of any change of address or telephone number in writing. Please quote your OMB Reference Number(s) after they have been assigned.**

Personal information requested on this form is collected under the provisions of the *Development Charges Act, 1997, S.O. 1997, c. 27, as amended*, the *Education Act, R.S.O., 1990, c.E.2, as amended*, and the *Ontario Municipal Board Act, R.S.O. 1990, c. O. 28 as amended*. After an appeal is filed, all information relating to this appeal may become available to the public.

**Part 4: Representative Information (if applicable)**

**I hereby authorize the named company and/or individual(s) to represent me:**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Professional Title: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**By providing an e-mail address you agree to receive communications from the OMB by e-mail.**

Daytime Telephone #: \_\_\_\_\_ Alternate Telephone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street Address

Apt/Suite/Unit#

City/Town

Province

Country (if not Canada)

Postal Code

Signature of Appellant: \_\_\_\_\_ Date: \_\_\_\_\_

(see over)

Please note: If you are representing the appellant and are NOT a solicitor, please confirm that you have written authorization, as required by the Board's Rules of Practice and Procedure, to act on behalf of the appellant. Please confirm this by checking the box below.

I certify that I have written authorization from the appellant to act as a representative with respect to this appeal on his or her behalf and I understand that I may be asked to produce this authorization at any time.

**Part 5: Appeal Specific Information**

1. Please provide the By-law Number (if applicable): \_\_\_\_\_
2. Outline the nature of your appeal/objection and the reasons for your appeal/objection. Be specific (for example: the specific provisions or sections of the By-law which are the subject of your appeal - if applicable). \*\*If more space is required please continue in Part 8 or attach a separate page.

(Please Print)

**Part 6: Related Matters (if known)**

Are there other appeals not yet filed with the Municipality/School Board? YES  NO   
Are there other matters related to this appeal? YES  NO

If yes, please provide OMB Reference Number(s) and/or Municipal/School Board File Number(s) in the box below:

(Please Print)

**Part 7: Scheduling Information**

How many days do you estimate are needed for hearing this appeal?  half day  1 day  2 days  3 days  
 4 days  1 week  More than 1 week – please specify number of days: \_\_\_\_\_

How many witnesses do you expect to have at the hearing? \_\_\_\_\_

Describe witness(es)' area of expertise: \_\_\_\_\_

Do you believe this matter would benefit from mediation? YES  NO   
Do you believe this matter would benefit from a Prehearing Conference? YES  NO

If yes, why? \_\_\_\_\_

