

Public Hearing Application

This document explains the procedure for submitting a public hearing request to the Minister of Sustainable Development, Environment and Parks.

What is a public hearing request?

A public hearing is a process prescribed in the environmental impact assessment and review procedure to provide the public with information and an opportunity to express their opinions regarding a project. Public hearing applications must be filed during the 45-day public information and consultation period. Any individual, group, municipality or organization is authorized to request a public review of a project by applying to the Minister of Sustainable Development, Environment and Parks for the holding of a public hearing. For instance, an application may be filed when an individual considers that additional information is necessary in order to render a decision on a project, to express their concerns or voice an opinion.

What should an application contain?

First and foremost, to avoid any misunderstanding on the nature of the document, it is important to stress the fact that it is strictly an application for a public hearing.

Firstly, the letter must contain the rationale for the application, that is the reasons for the individual(s)' request to hold a public hearing. Secondly, the interest of the individual, group or municipality in the community affected by the project should be clearly stated in the application. Individuals may also indicate in the application their willingness to engage in mediation.

If he finds the request for a hearing to be founded, the Minister will instruct BAPE to hold a public hearing and to provide him with a report of its findings and analysis. Hearing sessions are public.

The Minister may also mandate BAPE to conduct an inquiry and mediation, without affecting the applicant's right to obtain a public hearing. If a

mediation happens, it takes place, in principle, between the individual(s) who requested a public hearing and the promoter of the project.

If the Minister entrusts the mandate to BAPE, the rationale for the hearing request as well as its interest to the affected community will allow BAPE commissions to draw as accurate a picture as possible of the stakes involved in the project and identify the panel of experts who are best qualified to answer questions from the public.

How to file an application

Hearing requests must be submitted in writing to the Minister of Sustainable Development, Environment and Parks no later than the final day of the public information and consultation period.

It is preferable to send a request for public hearing by mail by indicating on the envelope **Request for public hearing along with the title of the project.**

The Minister's address is:

Cabinet de la ministre
Ministère du Développement durable,
de l'Environnement et des Parcs
Édifice Marie-Guyart
675, boul. René-Lévesque Est, 30^e étage
Québec (Québec) G1R 5V7
Telephone: (418) 521-3911
Fax: (418) 643-4143

In order to facilitate information being sent by BAPE to the persons concerned, individuals should include their full name, mailing address and telephone number in their public hearing application. Joint applications may also contain the full names (in block letters), mailing addresses and telephone numbers of all signatories to the application.