



Subdivision and Development Appeal Board Notice of Appeal

In accordance with Sections 678, 685, and 686 of the *Municipal Government Act* and the Wheatland County Land Use Bylaw, an appeal to the Subdivision and Development Appeal Board must be filled within the legislated time frame. Each Notice of Appeal must be accompanied by payment of a non-refundable filing fee, as stated in the Master Fee Schedule.

Any submissions you make are being collected under the authority of Alberta's Protection of Privacy Act, Section 4(c), that information relates directly to and is necessary for an operating program or activity of the public body, and is protected under the Act. For the purposes set out in sections 678 and 686 of the *Municipal Government Act*. Submissions will form part of a report available to the public and may be referenced in the board's public written decision. If you have any questions regarding the collection or retention of this information, please contact the ATIA Coordinator at Wheatland County Administrative Office, 242006 Range Road 243 Wheatland County, Alberta, T1P 2C4 403-934-3321.

For Office Use Only

Date Received: _____

Fee Paid: \$ _____

SDAB File #: _____

Date of Appeal Hearing: _____

Date of Decision: _____

Appellant Information

Name: _____

Mailing Address: _____ City: _____

Province: _____ Postal Code: _____ Phone: _____

I consent to have correspondence relating to the appeal emailed to me via the email address as follows:

Email: _____

Appeal Information

Municipal Location (Legal Location/Blue Sign Address/Civic Address): _____

Development Permit or Subdivision Application Number: _____

Appeal Against (Check ONE Only)

Development Permit	Subdivision Application	Notice of Order (Stop Order)
<input type="checkbox"/> Approval <input type="checkbox"/> Conditions of Approval <input type="checkbox"/> Refusal	<input type="checkbox"/> Approval <input type="checkbox"/> Conditions of Approval <input type="checkbox"/> Refusal	<input type="checkbox"/> Notice of Order

Reasons for Appeal – Sections 378 and 686 of the *Municipal Government Act* require that the written Notice of Appeal must contain specific reasons of the appeal. Attach an additional document if required.

Signature of Appellant/Agent

Date

Appeal Submission Information

For each Notice of Appeal form submitted a non-refundable filing fee is required for subdivision and development appeals. Please note, the Notice of Appeal form and the accompanying fee must be received by the Subdivision and Development Appeal Board (SDAB) no later than the final date for appeal as specified in the Municipal Government Act. Submission of the Notice of Appeal and the fee can be made in the following manner:

Deliver/Mail to: Wheatland County
Subdivision and Development Appeal Board Clerk
242006 Range Road 243
Wheatland County, AB
T1P 2C4

(403) 934-3321
sdab@wheatlandcounty.ca

(You are cautioned that if you mail the appeal, it must be received on or before the final date for appeal.)

What should your appeal form include?

The form should include your contact information, the property under appeal, and specific reasons supporting your appeal. You can submit additional documents such as site plan, photographs, etc. to support your appeal.

When will my appeal be heard?

Your appeal will be heard by the Board within 30 days from the date it has been received by the Board Clerk. You will be notified in writing of the date, time and place of the hearing. The Board Clerk will notify neighbouring parcels (if applicable) and the notice of the hearing will be posted on the County website and in local newspapers.

For Further Information

Staff at Wheatland County are available to answer general questions you may have about appeal deadlines, fee payment and information regarding the appeal process. Questions specific to the appeal itself are to be directed to the Clerk of the SDAB.

Telephone: (403) 934-3321

Wheatland County Website: www.wheatlandcounty.ca

Email: sdab@wheatlandcounty.ca

Office Hours: 8:00 AM to 4:30 PM (Monday – Friday)