

## Subdivision and Development Appeal Board

The Subdivision & Development Appeal Board (SDAB) consists of up to seven members at large from the County, appointed by Wheatland County Council.

SDAB members meet to hear appeals on subdivision and development applications from the Municipal Planning Commission, the development officer, or on orders from the development officer.

The board is vested with the power to decide between individual rights and the claims of public interest. It conducts its hearings fairly and in accordance with the principles of natural justice.



Members of the SDAB are appointed for three year terms. Open positions will be advertised in the Strathmore Times and on the Wheatland County website. If you are interested, stay tuned for an opening.



## Who Can Appeal?

- The person who receives a stop work order
- The applicant of the subdivision or development permit
- Anyone who is affected by the decision
- A Provincial Government Department, if the application is required to be referred to that department
- A school authority



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## Subdivision & Development Appeals



**WHEATLAND COUNTY**  
Where There's Room to Grow

## Timeline of Appeal—Subdivision and Development Appeal Board (SDAB)

1

Decision is made on a subdivision/Development application, or a stop work order that was issued.

2

Someone does not agree with the decision and decides to appeal.

3

Within the prescribed time, the appellant files a notice of appeal, and pays required fees.

4

An SDAB Hearing is scheduled, and notifications are given.

5

The Hearing is held, and the decision of the Board is final, unless appealed on a point of order.

Be sure to do your homework if you choose to file an appeal. Be prepared to present to the Board, and have your materials prepared ahead of time.



### What can be appealed?

A decision of the Development Officer or Municipal Planning Commission regarding a stop order, a development permit or subdivision application.

### At the hearing...

The SDAB will hear a staff presentation as well as from the appellant and/or the agent; and from any person who claims to be affected by the proposal (and that Council agrees to hear). Comments may be made verbally at the hearing or, if you wish to present a written submission, it should be submitted to the SDAB secretary for inclusion in the Board Report, or you must have copies to be distributed at the start of the hearing. You should be aware that your submission may be made public. A time limit may be imposed on verbal submissions, at the discretion of the Chairperson. No comments via telephone will be considered by the SDAB.

### How to prepare for the Hearing:

- Determine the relevant planning issues associated with the appeal. Refer to the Land Use Bylaw and Municipal Development Plan on the Wheatland County website.
- Prepare a clear, concise and logical presentation. Submit by deadline for inclusion in the report to the Board, along with any other evidence you will be presenting. You may bring a PowerPoint on a memory stick, but it is not necessary.
- Ask neighbours affected by the proposed development to speak on your behalf, or write letters outlining their concerns.

