

# NOTICE OF APPEAL

## SUBDIVISION AND DEVELOPMENT APPEAL BOARD

### SITE AND APPELLANT INFORMATION (fill out completely)

<b>SITE INFORMATION</b>		Date Received Stamp (office use only)	
Legal land description of site ('lot/block/plan' and/or 'quarter-section-township-range'):			
Development permit number or subdivision application number:			
<b>APPELLANT INFORMATION</b>			
Name of appellant:			
Mailing address:			
Phone number:		Fax number:	
Email address:			
Preferred time of appeal hearing: <input type="checkbox"/> Day time <input type="checkbox"/> Evening		Dates within the next 30 days that are not suitable for hearing date:	

### APPEAL AGAINST (Check one box only)

DEVELOPMENT PERMIT	SUBDIVISION APPLICATION
<input type="checkbox"/> Approval	<input type="checkbox"/> Approval
<input type="checkbox"/> Conditions of approval	<input type="checkbox"/> Conditions of approval
<input type="checkbox"/> Refusal	<input type="checkbox"/> Refusal

### REASONS FOR APPEAL

Sections 678 and 686 of the *Municipal Government Act* require that the written Notice of Appeal must contain specific reasons for the appeal.

**The appeal is herein launched for the following reasons:** (Attach a separate page if required)

#### Collection and use of personal information

Personal information is being collected under the authority of the *Municipal Government Act* (MGA) and the *Freedom of Information and Protection of Privacy Act* (FOIP) and is managed in accordance with the provisions of FOIP. This information will be used to process your request for a hearing before the Subdivision and Development Appeal Board. **Your information will form part of a file available to the public.** If you have any questions about the collection of your personal information, contact Margaret Jones, Manager of Legislative Services, Beaver County at 780-663-3730.

Signature of appellant:		Date:	YYYY	MM	DD

#### Office use only

Appeal fee paid:  Yes    No

## INSTRUCTIONS FOR FILING AN APPEAL

Notice of appeal to the Beaver County Subdivision and Development Appeal Board (SDAB) must be filed in accordance with the *Municipal Government Act* and Land Use Bylaw 98-801.

The notice of appeal form must:

- in the case of a decision made on a development application, be received by the SDAB within 21 days of the date of issuance of the decision from the Development Officer
- in the case of a decision made on a subdivision application, be received by the SDAB within 19 days of the date of decision from the Subdivision Authority
- state specific reasons for the appeal
- be signed by the appellant
- be accompanied by the required fee of \$200 payable to Beaver County.

Deliver to: Beaver County Service Centre  
5120 - 50 Street  
Ryley, Alberta  
Business hours are 8:30 a.m. to 4:30 p.m. Monday to Friday

Fax or email to: Fax the completed appeal form to 780-663-3602, or email it to [administration@beaver.ab.ca](mailto:administration@beaver.ab.ca)  
Note: You must mail or deliver your appeal fee; the Notice of Appeal may not be valid if the appeal fee is not received.

Mail to: Beaver County  
PO Box 140  
Ryley, AB T0B 4A0

You are cautioned that if you mail the appeal, it must be received on or before the final date for appeal. Postmarked envelopes will not be accepted.

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### For further information

You may contact the Manager of Legislative Services, Margaret Jones, for any questions you may have about appeal deadlines, fee payment options, and information regarding the appeal process. The Board Secretary may also advise individuals on board procedures, planning issues, and how to prepare for and present an appeal.

Phone: 780-663-3730