

Site and appellant information (fill out completely)

Site Information		Date Received Stamp		
Legal land description of site; LEGAL: (Check One) NE NW SE SW 1/4 Section ___ Township ___ Range ___ W4 Lot ___ Block ___ Plan _____				
Development permit number or subdivision application number				
Appellant Information		(office use only)		
Name of Appellant				
Mailing Address				
City	Province			Postal Code
Phone number	Email Address			

Appeal against (Check one box only)

Development Permit	Subdivision application	Order
<input type="checkbox"/> Approval	<input type="checkbox"/> Approval	<input type="checkbox"/> Notice of order
<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 689 of the *Municipal Government Act* require that the 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

The personal information requested on this form is being collected by the County of Vermilion River for purposes provided under Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and is protected by the FOIP Act. If you have any questions about this collection, contact the County Administrator at (780)846-2244.

Signature or appellant	Date		
	YYYY	MM	DD



Notice of Appeal Subdivision and Development Appeal Board

Instructions for filing an appeal

Notice of appeal must be submitted within fourteen (14) days of notice of decision to the Secretary of the Subdivision and Development Appeal Board of the County of Vermilion River and must be filed in accordance with the Municipal Government Act and Land Use Bylaw 13-14.

Application for appeal must:

- be received by the SDAB within 14 days of receipt of written notice or decision from the Development Officer or the Subdivision Authority
- state specific reasons for the appeal
- be signed by the appellant
- be accompanied by the required fee of \$400 payable to the County of Vermilion River

Deliver to: Subdivision and Development Appeal Board
4912 – 50 Avenue
Kitscoty, AB T0B 2P0

Payment must be made in the form of cash, debit or cheque within the fourteen (14) Days of notice.

Business hours are 8:30 a.m. to 4:30 p.m. Monday to Friday.

Mail to: Subdivision and Development Appeal Board
Box 69, 4912 -50 Avenue
Kitscoty, AB T0B 2P0

Please note; if you mail the appeal, payment and notice of appeal must be received on or before the final date for appeal.

For further information

You may contact the Subdivision and Development Appeal Board secretary 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 how to prepare for and present an appeal, Board procedures and planning issues.

Telephone: 780-846.2244