

<b>Site and appellant information (fill out completely)</b>			
<b>Site Information</b>		Clerk Subdivision and Development Appeal Board Legal & Legislative Services 53109A Hwy 779 Parkland County, AB T7Z 1R1 Email: <a href="mailto:SDAB@parklandcounty.com">SDAB@parklandcounty.com</a>  Date Received:  Receipt No.	
Municipal address of site			
Legal land description of site ('plan, block, lot' and/or 'range-township-section-quarter')			
Development permit number or subdivision application number			
<b>Appellant Information</b>			
Name of Appellant		Agent name (if applicable)	
Street Address			
City	Province	Postal Code	Day Phone Number
Evening Phone Number	Fax Number	Email Address	

**Appeal Against** (check one box only)

Development Permit	Subdivision Application	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 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 *Protection of Privacy Act (POPA)*. 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 the Legal Services Coordinator at 780-968-3229 or [ATI@parklandcounty.com](mailto:ATI@parklandcounty.com).

Signature of Appellant/Agent	Date (YYYY/MM/DD)
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## Instructions for filing an appeal

Notice of appeal to Parkland County Subdivision and Development Appeal Board (SDAB) must be filed in accordance with the Municipal Government Act and Parkland County's Land Use Bylaw.

The notice of appeal form must:

- Be submitted within the relevant appeal period of receipt of written notice on a decision from the Development Authority or Subdivision Authority as indicated in the *Municipal Government Act*;
- State specific reasons for the appeal;
- Be signed by the appellant or agent; and
- Be accompanied by the required fee payable to Parkland County as set out in Parkland County's Fees & Charges Bylaw.

### Submit Your Notice of Appeal:

By mail: Parkland County  
Subdivision and Development Appeal Board  
Legislative & Legal Services  
53109A Hwy 779  
Parkland County, AB T7Z 1R1

If you mail the appeal, it must be received by Parkland County on or before the final date for appeal.

By email: [sdab@parklandcounty.com](mailto:sdab@parklandcounty.com)

**Payment:** Appeal fees can be paid by using VISA, MasterCard, Debit or by cheque payable to Parkland County.

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### For further information

You may contact the Subdivision and Development Appeal Board Clerk at 780-968-3234 for any questions you may have about appeal deadlines, fee payment options and information regarding the appeal process.