



Notice of Appeal Subdivision and Development Appeal Board

Site Information (fill out completely)			Clerk's Stamp
Municipal Address of site			
Legal land description of site (plan, block, lot or range-township-section-quarter)			
Development permit number or Subdivision application number			
Appellant Information (fill out completely)			
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"/> 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 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

The personal information requested on this form is being collected under the authority of the *Municipal Government Act* (MGA) and Section 33(c) of 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 the file available to the public. If you have questions about the collection of your personal information, please contact the FOIP Coordinator at 780-963-2151

Signature of appellant/agent	Date (YYY/MM/DD)
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Instructions for filing an appeal

Notice of appeal to Stony Plain Subdivision and Development Appeal Board (SDAB) must be filed in accordance with the Municipal Government Act and the Town of Stony Plain Land Use Bylaw.

The notice of appeal form must:

- Be received by the SDAB within 21 days of receipt of written notice or decision from the Development Authority or the Subdivision Authority
- State specific reasons for the appeal
- Be signed by the appellant or their agent
- Be accompanied by the required filing fee payable to Town of Stony Plain

Deliver or Mail to: Town of Stony Plain
Subdivision and Development Appeal Board
Legislative Services
4905 51 Avenue
Stony Plain, AB T7Z 1Y1

Fax or email to: Fax the completed appeal form to 780-963-2197, or email it to legislative@stonyplain.com

You are cautioned that if you mail the appeal, it must be received on or before the final date for appeal. It is therefore, recommended that you use one of the alternate submission options.

Payment: Appeal fees may be paid by cheque payable to the Town of Stony Plain. Appeal fees may also be paid by VISA, MasterCard or Debit but **only** if you file your appeal in-person at:
Town of Stony Plain
4905 51 Avenue
Stony Plain, Alberta

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

For further information

You may contact the Subdivision and Development Appeal Board Clerk for any questions you may have about appeal deadlines, fee payment options and information regarding the appeal process. The Board Clerk may also advise individuals on how to prepare for and present an appeal, and Board procedures.

Telephone 780-963-2151