5120-52 Street
PO Box 6837
Drayton Valley, T7A 1A1
Tel: (780) 514-2200
Fax: 780-542-5753
info@draytonvalley.ca

SUBDIVISION AND DEVLOPMENT APPEAL BOARD NOTICE OF APPEAL

APPEAL OF THE: *(check one box only)*			
File No.	**Development Permit**	**Subdivision Application**	**Order**
	□ Approval □ Conditions of approval □ Refusal	□ Approval □ Conditions of approval □ Refusal	□ Notice of order

APPELLANT *(required)*			
Appellant Name:		Home Phone No.:	Work Phone No. :
Mailing address:	City/Town:	Province:	Postal Code:
Email address:			
APPELLANT'S REPRESENTATIVE *(if different than above)*			
Representative Name:		Home Phone No.:	Work Phone No. :
Mailing address:	City/Town:	Province:	Postal Code:
SITE INFORMATION			
Municipal Address:	Legal Description: Lot: Block: Plan:	Quarter/Section/Township/Range/Meridian:	

REASON FOR APPEAL *(required)*

SIGNATURE OF APPELLANT/REPRESENTATIVE	**DATE (YYYY/MM/DD)**

This information on this form is collected under the authority of Section 33(c) the *Freedom of Information and Protection of Privacy Act* (FOIP) and the *Municipal Government Act* and is solely used for administering the Subdivision and Development Appeal Board appeal process and becomes a public document. If you have any questions about the collection of your personal information, contact the FOIP Coordinator at 780-514-2200.

Instructions for filing an appeal

Notice of appeal to the Town of Drayton Valley's Subdivision and Development Appeal Board (SDAB) must be filed within fourteen (14) days for Subdivision Appeals and twenty-one (21) days for Development Appeals of the receipt of the written notice or decision from the Development Authority or the Subdivision Authority.

1. The notice of appeal form must:
   - Be received by the SDAB within 14 days for Subdivision Appeals and 21 days for Development Appeals of the receipt of the written notice or decision from the Development Authority or the Subdivision Authority
   - State specific reasons for the appeal
   - Have the appellants signature
   - Accompany the appeal fee payable to the Town of Drayton Valley

2. Appeal fees may be paid by cheque payable to the Town of Drayton Valley. Debit and cash may be submitted only if the application is filed in person.

3. Submission of the Notice of appeal and the fee can be made by:

   - Deliver or mail to: Legislative Services Manager
     5120-52 Street, PO Box 6837
     Drayton Valley, AB T7A 1A1

   - Fax or email to: 780-542-5753 or nthompson@draytonvalley.ca

* Please note that the Subdivision and Development Appeal Board hearing is considered a hearing de novo (to hear anew) and as such, the Board has the ability to confirm, revoke or vary the order, decision or development permit or any condition attached to any of them or make or substitute an order, decision or permit of its own per Section 687(3)(c) of the *Municipal Government Act*, Revises Statutes of Alberta, Chapter M-26. This means that when development permit variances are applied for, the Board may deny the development permit in its entirety. In these circumstances, there may legislated waiting periods before a development permit can be re-applied for.