

Notice of Appeal Subdivision and Development Appeal Board

Instructions for filing an appeal

Notice of appeal to the Woodlands County Subdivision and Development Appeal Board (SDAB) must be filed in accordance with the Municipal Government Act and Land Use Bylaw 490/17.

The notice of appeal form must:

- in the case of a decision made on a development application, be received by the Secretary of the SDAB, within 21 days of the date on which the applicant received notice of decision, after the date of a deemed refusal or within 21 days of an affected person receiving notice of the decision in accordance with the land use bylaw (LUB). An appeal period ends 21 days after the last date that notice was given.
- in the case of a decision made on a subdivision application or Notice of Order/Stop Order, be received by the Secretary of the SDAB within 14 days after receipt of the written decision of the Subdivision Authority or the date the Notice/Stop Order was deemed to have been received.
- state specific reasons for the appeal
- be signed by the appellant
- be accompanied by the required fee of \$1000 payable to Woodlands County.

Deliver to: Secretary of the Subdivision and Development Appeal Board
Woodlands County
#1 Woodlands Lane
Box 60
Whitecourt, Alberta, T7S 1N3
Business hours are 8:15 a.m. to 4:30 p.m. Monday to Friday

Fax or email to: Fax the completed appeal form to 780-778-8402, or email it to admin@woodlands.ab.ca .
You must mail or deliver your appeal fee.
The Notice of Appeal is not valid until the appeal fee is received.

Mail to: Woodlands County
#1 Woodlands Lane
Box 60
Whitecourt, Alberta, T7S 1N3

You are cautioned that if you mail the appeal, it must be received on or before the final date for appeal.

For further information

You may contact the Subdivision and Development Appeal Board Secretary regarding 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: 780-778-8400