



Notice of Appeal
Subdivision and Development Appeal Board

FILE # _____

Office Use Only			
File #:	Date Complete:	Fee:	Decision:

Site Information	
Legal Land Description	Circle One: NE NW SE SW Section _____ TWP _____ RGE _____ W4M
Rural Address (blue sign):	
Development Permit Number or Subdivision Application Number:	

The following personal information is for office use only. It will be removed from the package prior to circulation.

Appellant

Address

 Phone Number Cell Phone Fax Number

Email Address

Agent Authorized to Act on behalf of Appellant

Address

 Phone Number Cell Phone 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

PO Box 400, 1600 – 2nd Street NE, Three Hills, AB T0M 2A0 Email: office@kneehillcounty.com
 Telephone: 403-443-5541 Toll Free 1-866-443-5541 Fax 403-443-5115 www.kneehillcounty.com



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Instructions for filing an Appeal

Notice of Appeal to Kneehill County Subdivision and Development Appeal Board (SDAB) must be filed in accordance with the Municipal Government Act and Kneehill County 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 Subdivision or Development Authority.
- State specific reasons for the Appeal
- Be signed by the Appellant
- Be accompanied by the required \$300.00 filing fee payable to Kneehill County, or as per the Master Rates Bylaw.

Deliver or Mail to: Kneehill County
 Subdivision and Development Appeal Board
 Legislative Services
 Box 400, 1600 – 2nd Street NE
 Three Hills, AB T0M 2A0

Payment: Appeal fees may be paid by cheque payable to Kneehill County. Appeal fees may also be paid by using debit or cash if you file your appeal in-person at:

Kneehill County Administration Building
 1600 – 2nd Street NE
 Three Hills, AB T0M 2A0

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

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 to the Board.