



Cypress County

SUBDIVISION AND DEVELOPMENT APPEAL BOARD

NOTICE OF APPEAL

Site information

Municipal address of site _____

Legal land description of site _____

Development permit number or subdivision application number _____

Appellant information

Name of appellant _____

Agent name (if applicable) _____

Street address _____

City _____ Province _____

Postal code _____ Email address _____

Primary phone number _____ Secondary phone number _____

Appeal against (check one only)

Development permit: ☐ Approval ☐ Conditions of approval ☐ Refusal ☐ Stop order of development

Subdivision application: ☐ Approval ☐ Conditions of approval ☐ 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 separate page if required):

Signature of appellant/agent _____ Date (YYYY/MM/DD) _____

Instructions for filing an appeal

Notice of appeal to Cypress County Subdivision and Development Appeal Board must be filed in accordance with the Municipal Government Act and Cypress 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 development authority or the subdivision authority
- State specific reasons for the appeal
- Be signed by the appellant
- Be accompanied by the required \$300 filing fee, payable to Cypress County

Deliver, mail, or email to: Cypress County
Subdivision and Development Appeal Board Clerk
816 2nd Ave. Dunmore, AB
T1B 0K3
cypress@cypress.ab.ca

Payment

Appeal fees may be paid by cheque, payable to Cypress County. Appeal fees may also be paid by using cash/credit/debit card in person at the Cypress County administration office, 816 2nd Ave. in Dunmore, Alta. The office is open 8:30 a.m.-4:30 p.m. Monday-Friday.

Further information

Contact the Subdivision and Development Appeal Board Clerk for any questions about appeal deadlines, fee payment options, and information about the appeal process. The Board Clerk may also advise individuals on how to prepare for and present an appeal, board procedures, and planning issues.

Call: (403) 526-2888 or email cypress@cypress.ab.ca