



APPEAL PROCESS

A. DEVELOPMENT APPEALS

Any decision of the Development Authority can be appealed. Letters of Appeal stating the reason(s) for the appeal are made to the Subdivision and Development Appeal Board and must be made within 21 days from the date of the decision:

- a) after the date the notice to the public is published in the newspapers;
- b) in the case of an appeal by an applicant, the date that the notice to the applicant is deemed to have been received;

A “Notice of Appeal Hearing” will be sent to all adjacent landowners.

B. SUBDIVISION APPEALS

A decision of the Subdivision Authority can be appealed. Letters of Appeal stating the reason(s) for the appeal are made to the Subdivision and Development Appeal Board and must be made within 21 days from the date of the decision.

An Appeal can only be initiated by:

- a) the subdivision applicant;
- b) a provincial government department if the application is required to be referred to that department;
- c) a school authority with respect to:
 - i) the allocation of municipal reserve and school reserve money in place of the reserve, or
 - ii) the location of school reserve allocated to it or
 - iii) the amount of school reserve or money in place of the reserve.

All appeals are dealt with by the Subdivision and Development Appeal Board except that the Provincial Municipal Government Board deals with subdivision appeals that are within certain distances of a highway, a body of water, or a sewage treatment or waste management facility set out in the provincial Subdivision and Development Regulation.

As stipulated by the Municipal Government Act, all written appeals must contain the reasons for the appeal, including the issues in the decision or the conditions imposed in the approval that are the subject of the appeal.

NOTE: All appeals lodged must be accompanied by a \$500.00 non-refundable appeal fee.
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LETTER OF APPEAL

DELIVER, FAX, MAIL OR EMAIL TO:

The Secretary
Lethbridge County Subdivision & Development Appeal Board
#100, 905 – 4 Ave. South, Lethbridge, Alberta, T1J 4E4
Fax: 403-328-5602
Email: mailbox@lethcounty.ca

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APPELLANT: (please print) _____
Mailing Address: _____
Postal Code: _____ Legal Description: _____
Telephone: (residence) _____ (business) _____ (cell) _____
Email: _____

APPLICATION BEING APPEALED: (please include the Development or Subdivision Application Number)

☐ Development Application No. _____
☐ Subdivision Application No. _____

I / WE DO HEREBY APPEAL THE FOLLOWING DECISION / ORDER:

THE GROUNDS FOR THE APPEAL ARE AS FOLLOWS:

(The Appellant must state reason(s) for the appeal)

Date: _____ Signature of Appellant: _____

FOR OFFICE USE ONLY

Ad Expired:	Appeal Number:
Applicant / Appellant Notified:	Hearing Date: