

# WOOD BUFFALO SUBDIVISION & DEVELOPMENT APPEAL BOARD PROCESS

A board independent of the RMWB that hears subdivision and development appeals from individuals who have been affected by decisions of the Municipality.

This is the general process; certain timelines may vary based on discretion of the SDAB. Please visit [rmwb.ca/sdab](http://rmwb.ca/sdab) to learn more about the Subdivision Appeal Board and the appeal process

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## Municipality issues Decision or Order



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## Notice of hearing

— Advertised, posted online, and mailed to appellant and/or applicant or land owner of subject property and those within notification boundary



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## Appeals can be filed

— To appeal, you must file a Notice of Appeal with the Clerk of the SDAB

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## Prepare information and evidence

— Gather relevant materials or documents to support the appeal

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## Hearing is scheduled within 30 days — after receipt of appeal



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**Submit evidence** — Provide evidence to the Clerk of SDAB by deadlines on the notice of hearing



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**Obtain report** — Evidence and reports provided in advance will be online the Friday before the scheduled hearing

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**Attend the hearing** — Hearings are open to the public



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## Board deliberates

— Board considers the written and oral presentations received and determines the weight it gives to the evidence it hears

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## Board makes decision

— Written decision is issued within 15 days following the hearing and is posted online and mailed to those who appeared before the Board.

A decision may be appealed to the Alberta Court of Appeal within 30 days after the decision is issued



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OF WOOD BUFFALO