



In accordance with Regional Municipality of Wood Buffalo Community Standards Appeal Committee Bylaw 19/001, an appeal to the Community Standards Appeal Committee must be filed on the prescribed form.

Section 1 - Appellant Information

NB: At the time of the appeal hearing the individual acting as agent must produce the completed and signed Agent Authorization Form.

Appellant Name (If the Appellant is a company, enter the complete legal name of the company)			
Agent ¹ Name (if applicable)		Contact Name (if different) and position held	
Mailing Address	City/Town	Province	Postal Code
Telephone Number (Daytime)	Alternate Telephone Number	Email Address	

Section 2 – Appeal (Check One Box Only in Part A) for multiple appeals you must submit another Notice of Appeal

PART A

- | | |
|---|---|
| <input type="checkbox"/> Order pursuant to section 545 and 546 of the <i>Municipal Government Act</i> | <input type="checkbox"/> Declaration pursuant to Responsible Pet Ownership Bylaw No. 19/025 |
| <input type="checkbox"/> Hen Licensing Decision | <input type="checkbox"/> Animal Licensing Decision |

PART B

- I/We are the recipient of an order issued pursuant to s.545 of the *Municipal Government Act*.
- I/We are the Land Owner of the subject property (order issued pursuant to s.546 of the *Municipal Government Act*)
- I/We are the owner of an animal declared vicious
- I/We are the owner of an animal whose animal licence has been refused/revoked
- I/We are the Applicant or License Holder of a Hen License
- I/We are the Adjoining Neighbour to which a Hen License Decision has been issued

Section 3 – Municipal Address of the property to which the Appeal relates or in the matter of an Appeal pursuant to Responsible Pet Owner Bylaw, the address at which the owner of the animal declared vicious resides.

Legal Land Description:(i.e. Lot, Block, Plan or ATS 1/4 Sec-Twp-Rng-Mer)

Lot	Block	Plan	ATS
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Civic Address

Section 4 – Reasons for Appeal

Section 24 (d) of the Community Standards Appeal Committee Bylaw 19/001 requires that the Notice of Appeal must contain reasons for the application. In support of your appeal, you are requested to provide a full statement of the grounds and reasons of your appeal. You may include any supporting documentation for clarification.

I/We hereby appeal the decision of the Designated Officer for the following reason(s):

(Attach a separate page if required)

PLEASE SEE REVERSE FOR IMPORTANT INFORMATION

_____ Date

_____ Signature of Appellant/Agent

If an Agent is representing the appellant, a letter is required from the owner giving consent to a property inspection.

Registered Owner: I/We hereby give permission to the Regional Municipality of Wood Buffalo to do a site inspection and take photographs of the property as necessary for the purpose of this Appeal.

_____ Signature of Registered Owner

Please return the completed form and prescribed filing fee to:

Clerk of the Community Standards Appeal Committee, Telephone: 780-743-7001 Email: csac@rmwb.ca

Protection of Privacy

The personal information you provide on this form is being collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information is used to process your designation of an agent for appeals with the Community Standards Appeal Committee. If you have any questions about the collection and use of the personal information contact the Legislative Officer –CSAC , 7th Floor 9909 Franklin Avenue, Ft. McMurray AB T9H 2K4 ; or call 780.788.2222

¹ Agent – A person who acts for a Property Owner, Applicant, Appellant, and/or Affected/Adjacent Property Owner during the appeal hearing process or at a hearing before the Community Standards Appeal Committee Board.

MATTERS FOR AN APPEAL

- An order issued pursuant to section 545 and 546 of the *Municipal Government Act*,
- A decision of the Chief Bylaw Officer to declare an animal vicious;
- A decision of the Chief Bylaw Officer to revoke or refusal an animal license

COMMUNITY STANDARDS APPEAL COMMITTEE

In accordance with the Community Standards Appeal Committee Bylaw, once you file an appeal, it will be scheduled for a hearing. The appellant will receive written notification of the hearing date, a minimum of five days prior to the hearing. Hearing dates are advertised on Municipal website www.rmwb.ca/csac.

IMPORTANT NOTICES

Your completed form and any supporting attachments, the agent authorization form, and the prescribed filing fee must be submitted to the Clerk of the Community Standards Appeal Committee at the contact information provided below prior to the deadline indicated on the notice or decision issued:

Clerk of the Community Standards Appeal Committee,
7th Floor, Jubilee Center,
9909 Franklin Avenue,
Fort McMurray AB T9H 2K4

Telephone: 780-743-7001
Email: csac@rmwb.ca