

BYLAW NO. 683-95

OF THE

TOWN OF SMOKY LAKE

IN THE PROVINCE OF ALBERTA

BYLAW NO. 683-95 IS A BYLAW TO ESTABLISH THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD OF THE TOWN OF SMOKY LAKE.

WHEREAS Section 627 of the Municipal Government Act, S.A. 1994, as amended requires that a Municipal Council establish a Subdivision and Development Appeal Board by bylaw.

NOW THEREFORE the Council of the Town of Smoky Lake, duly assembled, enacts as follows.

1. Name

1.1 This Bylaw may be cited as the "Subdivision and Development Appeal Board Bylaw".

2. Definitions

2.1 "Act" means the Municipal Government Act, S.A. 1994, as amended.

2.2 "Appellant" means a person who, pursuant to the Act, has served a notice of appeal on the Subdivision and Development Appeal Board.

2.3 "Council" means the Mayor and councillors of the Town of Smoky Lake for the time being elected pursuant to the provisions of the Act, whose term is unexpired, who have not resigned and who continue to be eligible to hold office as such under the terms of the Act.



2.4 "Development Applications" means an application made to the Development Authority in accordance with the Land Use Bylaw for the purpose of obtaining a development permit.

2.5 "Development Authority" means the persons established under Section 3 of the Development Authority Bylaw to perform the functions of a development authority under the Act.

2.6 "Development Permit" means a document authorizing a development issued in accordance with the Land Use Bylaw of the Town of Smoky Lake.

2.7 "Land Use Bylaw" means the Bylaw adopted as a land use bylaw pursuant to the Act or the former Act.

2.8 "Subdivision Authority" means the persons established under Section 3 of the Subdivision Authority Bylaw to perform the functions of a subdivision authority under the Act.

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2.9 "Subdivision and Development Appeal board" means the board established to hear development and subdivision appeals, pursuant to Section 3 of this Bylaw.

2.10 "Subdivision and Development Appeal board Secretary" means the person appointed to the position established under Section 7 of this Bylaw.

3. Establishment and Membership

3.1 The Subdivision and Development Appeal Board of the Town of Smoky Lake is hereby established.

3.2 The Subdivision and Development Appeal Board shall consist of 3 members appointed. One member shall be appointed from the Council. Two members shall be appointed from the public-at-large.

3.3 No person who is an employee of the Town of Smoky Lake, who is a Development Authority or a Subdivision Authority for the Town of Smoky Lake, who is a member of the Development Authority or the Subdivision Authority for the Town of Smoky Lake, or who is a member of a Municipal Planning Commission shall be appointed to the Subdivision and Development Appeal Board.

3.4 Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of the Council.

3.5 Council may remove a member from the Subdivision and Development Appeal board by resolution at any time.

4. Term of Office

4.1 Subject to Section 3.5 and 4.2 of this bylaw, each member of the Subdivision and Development Appeal board shall be appointed at the pleasure of the Council for a term of three years and may be reappointed upon the expiry of the term at the pleasure of the Council.

4.2 Where a member of Council is appointed as a member of the Subdivision and Development Appeal Board, his appointment shall terminate upon his ceasing to be a member of the Council.

5. Chairman

5.1 A Chairman shall be elected by vote of the majority of the members.

5.2 A member may be re-elected to the position of Chairman.

5.3 A Chairman shall preside at the meetings of the Subdivision and Development Appeal Board.

6. Vice-Chairman

6.1 A Vice-Chairman shall be elected at the same time and under the same rules as the Chairman.

6.2 A member may be re-elected to the position of Vice-Chairman.

6.3 The Vice-Chairman shall preside at the meetings of the Subdivision and Development Appeal board in place of the Chairman if the Chairman, for any reason, does not preside at the meeting.

7. Secretary of the Subdivision and Development Appeal Board.

7.1 The position of designated officer for the limited purpose of carrying out the function of the Secretary to the Subdivision and Development Appeal board is hereby established ("Subdivision and Development Appeal Board Secretary").

7.2 The Subdivision and Development Appeal Board Secretary shall be appointed by resolution of the Council and shall not be a member of the Subdivision and Development Appeal Board.

7.3 The Subdivision and Development Appeal Board Secretary shall have responsibilities and functions including the following:

7.3.1 Makes and keeps a record of the Subdivision and Development Appeal Board proceedings which may be in the form of a summary of the evidence presented at a hearing.



7.3.2 Ensures statutory notices and decisions of the Subdivision and Development Appeal Board are provided to such persons as the Act requires.

7.3.3 Compiles and provides Agenda and meeting packages to members and make available to the public.

7.3.4 Signs orders, decision, approval, notices, and other items given by the Subdivision and Development Appeal Board on its behalf.

8. Quorum and Meetings

8.1 A quorum of the Subdivision and Development Appeal Board shall be a majority of the members of the Subdivision and Development Appeal Board.

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8.2 The Subdivision and Development Appeal Board shall meet as such intervals as are necessary to consider and decide appeals filed with it in accordance with the Act.

8.3 The Subdivision and Development Appeal Board may make rules as are necessary for the conduct of its meetings, its hearings and its business that are consistent with this Bylaw, the Town of Smoky Lake Land Use Bylaw, and the Act.

9. Fees and Expenses

9.1 The remuneration, travelling, living and other expenses of the members of the Subdivision and Development Appeal Board and the Subdivision and Development Appeal Board Secretary, shall be established by council from time to time.

10. Development Appeals

10.1 Subject to Sections 641(4) and 685(3) of the Act, the Subdivision and Development Appeal Board shall hear appeals where the Development Authority for the Town of Smoky Lake

10.1.1 refuses or fails to issue a development permit to a person.

10.1.2 issues a development permit subject to conditions, or,

10.1.3 issues an order under Section 645 of the Act,

and appeals are launched within the time limitations and in the manner indicated in the Act.

10.2 Subject to Sections 641(4) and 685(3) of the Act, the Subdivision and Development Appeal board shall hear appeals from any person affected by an order, decision or development permit issued by the Development Authority, who appeals within the time limitations and in the manner indicated in the Act.

10.3 The Subdivision and Development Appeal Board shall hold an appeal hearing respecting any Development Appeal within 30 days of receipt of the notice of appeal.

10.4 The Subdivision and Development Appeal Board shall give at least 5 days notice in writing of the appeal hearing to:

10.4.1 the Appellant;

10.4.2 the Development Authority of the Town of Smoky Lake.

