

5. The specific approval criteria, condition, or both being appealed, the reasons why the finding, condition, or both is in error as a matter of fact, law or both, and the evidence relied on to allege the error.
6. The appeal fee, as established by resolution of the City Council.

The appellate decision making authority on appeal of a quasi-judicial and Type 3 decision shall be the City Council. The appeal hearing shall be *de novo*, which means new evidence and argument can be introduced in writing, orally, or both. The hearing of the appeal shall be conducted in the manner specified in Section 50.85 through 50.88 of the Development Code and Section 1.7.5 of the Comprehensive Plan except as otherwise required by statute.

Please note that the failure to comply with the requirements of Sections 50.70.1 and 50.70.2 and Sections 1.7.2.A and 1.7.2.B of the Comprehensive Plan is jurisdictional and deprives the appellant of an opportunity for the appellate decision making authority to hear an appeal.

The current appeal fee due at time of filing is \$1,411.00.

The complete case file is available for review at the Planning Division, Community Development Department, 2<sup>nd</sup> Floor, City Hall, 4755 SW Griffith Drive. Hours of operation are 7:30 a.m. to 5:00 p.m., Monday through Friday, except for holidays. For more information about the project, please contact **Leigh Crabtree** at 503-526-2458.

Sincerely,



Steven A. Sparks, AICP  
Development Services Manager

CC: Larry Bates	Erik Mace	Geo Choban	Kirsten Van Loo
Scott Eaton	Don Odermott	Jake Mintz	Sambo Kirkman
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