



City of Maupin
 507 Grant Ave.
 PO Box 308
 Maupin, Oregon 97037

Appeal of Land Use Decision
 541-395-2698
 cityhall@cityofmaupin.org
 cityofmaupin.org

OFFICE USE ONLY

LAND USE APPLICATION # APPEAL DEADLINE DATE SUBMITTED FEES PAID

APPELANT INFORMATION

APPELANT NAME
MAILING ADDRESS
EMAIL
PHONE
SIGNATURE & DATE

ADDITIONAL PETITIONER(S)

NAME	MAILING ADDRESS
NAME	MAILING ADDRESS
NAME	MAILING ADDRESS

APPEAL INFORMATION

- Administrative decision to the Planning Commission (\$400)
- Planning Commission decision to City Council (\$750)

All appeal documents filed with the City of Maupin must be delivered to City Hall by email, postal service, or in person. An appeal will not be considered timely unless received no later than 4 p.m. on the deadline stated on the Notice of Decision or Resolution. **An appeal is not considered complete until both the signed notice of appeal and filing fee are received.** See Fee Schedule and Policy Resolution No. 09282022. If appellant prevails at Planning Commission or a subsequent appeal, the initial fee for the appeal shall be refunded by ORS 215.416(11)(b). This is not applicable for any subsequent appeal costs.

PARTY STATUS: State how the petitioner(s) qualifies as a party to this matter:

“PARTY” INCLUDES THE FOLLOWING:

- The applicant and all owners or contract purchasers of record, as shown in the files of the Wasco County Assessor's Office, of the property which is the subject of the application.
- All property owners of record, as provided above, within the notification area of the property which is the subject of the application.
- A Citizen Advisory Group pursuant to the Citizen Involvement Program approved pursuant to O.R.S. 197.160.
- Any affected unit of local government or public district or state or federal agency.
- Any other person, or his representative, who is specifically, personally or adversely affected in the subject matter, as determined by the Approving Authority.

GROUNDS FOR APPEAL: List the specific grounds relied upon in the petition request for review (e.g. ordinance criteria not met, procedural error, etc.) Additional pages may be attached.

DE NOVO VS. ON THE RECORD: All appeals to Planning Commission are De Novo meaning new information can be entered into the record. All appeals to City Council are on the record unless a request is made as part of this request by party filing the petition. Any other party must make such a request no more than seven (7) calendar days after the deadline for filing a petition for review has expired.

The appeal is to the City Council? YES NO

I request the hearing to be De Novo or partial De Novo. YES NO

State the reasons you are requesting a De Novo or partial De Novo without addressing the merits of the land use action:

Indicate any person known to be opposed to a request for a De Novo hearing:

When practicable, the requesting party shall advise the other parties and attempt to gain their consent.

I have attempted to gain the consent of the other parties associated with this file. YES NO

If you answered No, indicate why this is not practicable. If you answered Yes, list the parties who have consented for this to be a De Novo hearing:

The request for a De Novo hearing for appeal of a quasi-judicial plan amendment shall be decided by the City Council as a nonpublic hearing item, except that Council may make such provision for notice to the parties and may take such testimony as it deems necessary to fully and fairly address significant procedural or substantive issues raised. The City Council shall grant the request only upon findings that:

- A De Novo hearing is necessary to fully and properly evaluate a significant issue relevant to the proposed development action; The substantial rights of the parties will not be significantly prejudiced; and
- The request is not necessitated by improper or unreasonable conduct of the requesting party or by a failure to present evidence that was available at the time of the previous review.

Maupin Municipal Code 18.100.040 Appeals. (1) An appeal from a ruling of a zoning ordinance administrator regarding a requirement of this title may be made only to the planning commission. (a) An appeal to a ruling of a city administrative officer shall be submitted on a form provided by the city and filed with the zoning ordinance administrator. Fees for appeals to planning commission or city council shall be set by resolution. The planning commission shall consider the appeal at its next meeting and by majority vote uphold, overturn or modify the city administrative officer's ruling. A public hearing is not required. (2) An aggrieved party may appeal an action or ruling of the planning commission pursuant to this title within 15 days after the planning commission has filed its written decision with the zoning ordinance administrator. If the appeal is not filed within the 15-day period, the decision of the planning commission shall be final. If an appeal is filed, the city council shall receive the decision and findings from the planning commission and shall conduct a public hearing in accord with the adopted public hearing procedures. (3) The city council may, on its own motion, review a decision of the planning commission provided the motion to review is made within 30 days of the planning commission's decision. [Ord. 311 § 10.4, 2020.]