



City of Spokane

Request for Appeal or Reconsideration

Application

Please answer each question completely. If more space is needed, attach additional paper.

1. APPELLANT:

Name:

Address:

Phone: (home)

(work)

Email:

2. RESPONDENT:

Name:

Address:

Phone: (home)

(work)

Email:

3. FILE NUMBER (of application or permit, if applicable):

4. This is an appeal or reconsideration of: This is an appeal or reconsideration to the:

_____ Hearing Examiner

_____ City Council

_____ Planning Director

_____ Hearing Examiner

_____ Planning Commission

_____ Planning Commission

_____ Director of Building

Other _____

_____ City Engineer

_____ Traffic Engineer

_____ City Council

_____ Homeless Encampment Decision

_____ Junk Vehicle Determination

_____ Other _____

5. What is the decision being appealed or request for reconsideration? (i.e. approval or denial of a special permit or issuance of a building permit, etc.)

6. Why is the decision wrong?
 _____ Error or misinterpretation of FACT
 _____ Error or misinterpretation of LAW OR COMPREHENSIVE PLAN
 _____ Error in PROCEDURE

7. Please identify the specific factual, legal or procedural errors or misinterpretations that you believe resulted in the decision being wrong and how correcting the error would result in a different decision. If you believe a misinterpretation of the law or Comprehensive Plan or procedural error was made, please identify the specific laws, code sections or plan policies that you believe were misapplied, misinterpreted or violated.

8. What is the harm resulting to you from the decision?

9. What relief do you seek? What would you have the decision maker do?

SUBMITTED BY:

ACKNOWLEDGEMENT

I certify that I know or have satisfactory evidence that _____ signed this instrument and acknowledged it to be his/her own free and voluntary act for the uses and purposes mentioned in this instrument.

Date: _____

**Notary Public in and for the City of Spokane,
 State of Washington.
 My commission expires:** _____

For Staff Use Only:

Date appeal filed:
 Was appeal timely filed?
 Appeal fee?
 Transcript fee?

Date appeal period ends:
 Is appellant a party of record?
 Fee paid?
 Fee paid?