



CITY OF BEAVERTON  
Planning Division  
Community Development Department  
Tel: 503-526-2420  
[www.beavertonoregon.gov](http://www.beavertonoregon.gov)

## MEMORANDUM

### City of Beaverton

Community Development Department

**To:** Interested Parties  
**From:** City of Beaverton Planning Division  
**Date:** December 15, 2021  
**Subject:** ***Notice of Decision for EXT2021-0006 / EXT2021-0007 / EXT2021-0008 (158th and Jay Apartments Second Time Extension)***

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Please find attached the Notice of Decision for **EXT2021-0006 / EXT2021-0007 / EXT2021-0008 (158th and Jay Apartments Second Time Extension)**. Pursuant to Section 50.40.11.E of the Beaverton Development Code, the decisions for EXT2021-0006 / EXT2021-0007 / EXT2021-0008 are final, unless appealed within twelve (12) calendar days following the date of the decision.

The procedures for appeal of a Type 2 Decision are specified in Section 50.65 of the Beaverton Development Code. The appeal shall include the following in order for it to be accepted by the Director:

- The case file number designated by the City.
- The name and signature of each appellant.
- Reference to the written evidence provided to the decision-making authority by the appellant that is contrary to the decision.
- If multiple people sign and file a single appeal, the appeal shall include verifiable evidence that each appellant provided written testimony to the decision-making authority and that the decision being appealed was contrary to such testimony. The appeal shall designate one person as the contact representative for all pre-appeal hearing contact with the City. All contact with the City regarding the appeal, including notice, shall be through this contact representative.
- The specific approval criteria, condition, or both being appealed, the reasons why a finding, condition, or both is in error as a matter of fact, law or both, and the evidence relied on to allege the error.
- The appeal fee of \$250.00, as established by resolution of the City Council.

***The appeal closing date for EXT2021-0006 / EXT2021-0007 / EXT2021-0008 158th and Jay Apartments Second Time Extension is 4:30 p.m., December 27, 2021.***

The complete case files including findings, conclusions, and conditions of approval, if any, are available for review. The case files may be reviewed by contacting the project planner, Elena Sasin [esasin@beavertonoregon.gov](mailto:esasin@beavertonoregon.gov). Note: The City of Beaverton has declared a State of Emergency due to COVID-19 and the Community Development Department is closed to the public until further notice. The Community Development Department is evaluating temporary changes to processes and procedures to respond appropriately to the COVID-19 State of



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Emergency and is committed to ensuring that the land use review process continues to fulfill the requirements of state and local law while protecting the health and wellbeing of the community. For more information about the case file, please contact Elena Sasin, Associate Planner, at (503) 278-1482.

***Accessibility information:*** *This information can be made available in large print or audio tape upon request. Assistive listening devices, sign language interpreters, or qualified bilingual interpreters can be made available at any public meeting or program with 72 hours advance notice. To request these services, contact Elena Sasin by calling 711 503-278-1482 or email [esasin@beavertonoregon.gov](mailto:esasin@beavertonoregon.gov)*