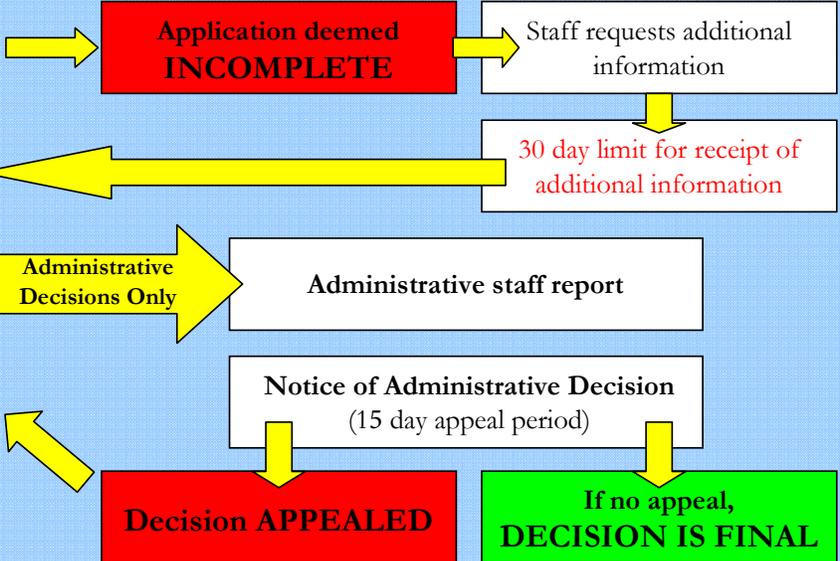


# The Application Process



**Legislative matters must be submitted a minimum of 50 days prior to the first hearing.**



Administrative decisions are typically processed within 40 days, including notice. We do our best to process them faster, depending on work load. Some simple non-discretionary actions may be approved same or next day.

Failure to provide complete and/or accurate information may result in delay or denial of your request. Acceptance and deposit of required fees does not constitute a “complete” application.

## Legislative actions



Depending on the date of submittal and quality of the application, applicants can expect an action before the Planning Commission to require 45-90 days between submittal and a final decision.

Incomplete applications will not be acted upon or scheduled for a public hearing until the Planning Department receives all required submittal materials and fees.

- The City is required by Oregon law to issue a decision for quasi-judicial actions within 120 days of acceptance as complete applications.
- Legislative actions do not have a time limit.