



PLANNING DEPARTMENT
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2010 Planning Commission Hearing Schedule

About the Deadlines

- Applications can be submitted at any time.
- The City must deem an application complete on or before the **COMPLETE APPLICATION DEADLINE** in order for the application to be eligible for the **FIRST POTENTIAL HEARING DATE**.²
- Since applications are rarely complete upon first submission, the City recommends application submission 2 weeks in advance of the **COMPLETE APPLICATION DEADLINE** to allow time for you to make the application complete.³
- New information submitted after the **NEW INFORMATION DEADLINE** could cause your hearing date be continued.

About the Scheduling Process

- Complete applications are scheduled for hearing in the order in which they are deemed complete.
- There is no guarantee of any particular hearing date.⁴ However, City staff can provide you with up-to-date hearing date availability and scheduling information upon request.
- There are things over which neither you nor the City has control that may prevent your application from being heard on a specific date.
 (For example, the hearing schedule may already be full or a previous hearing may need to be continued to the next available hearing date.)
- The City reserves the right to schedule City business items on the Planning Commission agenda as needed and to cancel any scheduled Planning Commission meeting.
- Some applications require a hearing before the Planning Commission and City Council. Check with staff for City Council hearing schedule information.
- Hearing schedule is subject to change.⁵

2010 Planning Commission Hearing Schedule		
Complete Application Deadline ¹	New Information Deadline	First Potential Hearing Date
Nov 25, 2009	Dec 14, 2009	Jan 12
Dec 11, 2009	Dec 28, 2009	Jan 26
Dec 24, 2009	Jan 11	Feb 09
Jan 08	Jan 25	Feb 23
Jan 22	Feb 08	Mar 09
Feb 05	Feb 22	Mar 23
Feb 26	Mar 15	Apr 13
Mar 12	Mar 29	Apr 27
Mar 26	Apr 12	May 11
Apr 09	Apr 26	May 25
Apr 23	May 10	Jun 08
May 07	May 24	Jun 22
May 28	Jun 14	Jul 13
Jun 11	Jun 28	Jul 27
Jun 25	Jul 12	Aug 10
Jul 09	Jul 26	Aug 24
Jul 30	Aug 16	Sep 14
Aug 13	Aug 30	Sep 28
Aug 27	Sep 13	Oct 12
Sep 10	Sep 27	Oct 26
Sep 24	Oct 11	Nov 09
Oct 08	Oct 25	Nov 23
Oct 29	Nov 15	Dec 14
No Meeting December 28, 2010		
Nov 24	Dec 13	Jan 11, 2011
Dec 10	Dec 27	Jan 25, 2011
Dec 23	Jan 10, 2011	Feb 8, 2011

¹ City staff needs a minimum of 46 days to prepare an application for hearing.

² Items needed for application completeness vary by application type and project complexity. If a preapplication conference is required for an application and/or for a related traffic impact study, the City will not accept the application until the required conferences are held.

³ Under Oregon law, the City has 30 days to review an application for completeness. The City's goal is to review an application for completeness within 10 working days of submission.

⁴ As required by Oregon law, the City will issue a decision within 120 days of the deemed complete date, unless you grant a waiver.

⁵ For most current info, see Planning Commission page: <http://www.ci.milwaukie.or.us/committees/plancomm.html#agendas>