

Benton County Land Use Application Process *Quasi-Judicial*

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| Pre-Application | Meeting with applicant and agency partners REQUIRED | Applicant meets with neighbors OPTIONAL |
|------------------------|--|--|

Applicant Enhances Application Based On Comments



Applicant Submits Application

Staff has 30 Days to deem application **complete OR incomplete**

 If Complete:

Staff begins the clock to complete process in 150 days or less

 If Incomplete:

Applicant has opportunity to submit modified info in 30 days or less

If no new info



Staff Review



Send application to agency referral partners (2-3 weeks review)



Notice to public with tentative hearing dates (4-8 weeks)



Post legal notices (10-14 days)

Staff Report Development Intake comments from professionals and public (2 weeks)

Recommend Approval



Recommend Approval with conditions

Recommend Denial



Planning Commission
Review | Public Hearing | Decision

Applicant revises or withdraws
Or
Proceed with rec for denial

Approval | Approval with conditions | Denial

All parties may appeal (10 days)

Applicant revises and resubmits
Or
Request public hearing to proceed

No Appeal: decision stands (1 year to meet conditions)



Appealed: planning committee and modified staff report to BOC, repeat hearing and notice process (4-8 weeks)



BOC Review | Public Hearing | Decision

Appeal to LUBA



Approval (1 year to meet conditions)



Modify or table pending more info



Denial



Appeal to LUBA



Applicant Receives Permit



Applicant proceeds to apply for development permit with Public Works

Applicant responsibility
 Staff
 Planning commission and BOC