Planning Division

COMPREHENSIVE PLAN AMENDMENT SCHEDULE

Pre-Application Meeting (Required)

Formal Application Submittal

Completeness Determination

COMPLETE

Application and SEPA Checklist is routed to staff and agencies for review.

INCOMPLETE

INCOMPLETE

Applicant notified of an incomplete application.

Complete

SEPA Decision (Post and Publish with a 14 calendar day comment & appeal period)

Notice of Public Hearing publishes in the Valley Herald, City’s website and sent to staff, agencies and parties of record. If a map amendment is proposed the site is posted with a sign and property owners within 400 feet are notified by mail. (15 day comment period)

Study Session (informational item) with Planning Commission

Public Hearing with Planning Commission

Study Session (informational item) with City Council

1st reading of Ordinance with City Council

2nd reading and decision of Ordinance with City Council

Ordinance signed and published in newspaper. Ordinance is effective 5 calendar days after publication.