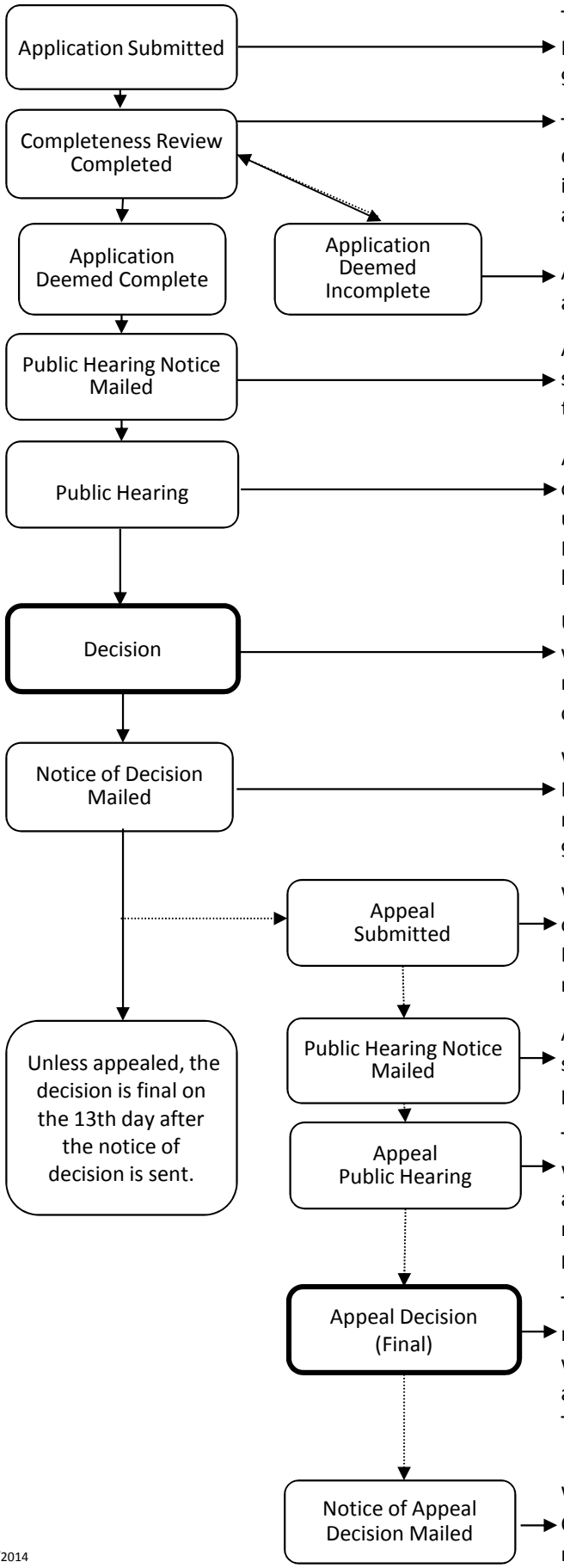
Eugene Planning

TYPE III APPLICATION EVENT FLOW



The application, accompanied by a fee is submitted to Planning Staff at the Permit and Information Center, 99 West 10th Avenue (See EC 9.7010).

The city shall review the application and, within 30 days of its receipt, determine whether the application is complete or incomplete then notify the applicant accordingly.

Applicant has 180 days to resubmit complete application materials.

At least **30 days prior** to the public hearing, the city shall mail a written notice of the public hearing to those parties specified under EC 9.7315.

A public hearing will be held within **60 days** of the city's determination that an application is complete, unless the applicant agrees to a longer time period. Planning staff shall make the staff report available at least **7 days prior** to the hearing (See EC 9.7320).

Unless the applicant agrees to a longer time period, within **15 days** following the close of the record, the review authority shall approve, approve with conditions, or deny the application (See EC 9.7330).

Within **5 days** after the Hearings Official or Historic Review Board renders a decision, the city shall mail notice of the decision to those parties specified in EC 9.7335.

Within **12 days** of the date of the mailing of the notice of decision, the decision may be appealed to the Planning Commission on a form approved by the city manager (See EC 9.7655).

At least **10 days prior** to the public hearing, the city shall mail written notice of public hearing to those parties specified in EC 9.7665.

The Planning Commission shall hold a public hearing within **45 days** of appeal receipt unless the applicant and appellant agree to a longer time period. The staff report shall be available at least **7 days** prior to the public hearing (See EC 9.7660 & 9.7670).

The Planning Commission shall affirm, reverse or modify any decision, determination, or requirement within **15 days** of the close of the record, unless the applicant and appellant agree to a longer time period. The decision is final on the local level (See EC 9.7680).

Within **5 days** after a decision by the Planning Commission is rendered, notice of the decision shall be mailed to those parties specified in EC 9.7685.

Revised: 3/2014