



PLANNING DEPARTMENT
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2012

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 in advance of the **COMPLETE APPLICATION DEADLINE** to give yourself time 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

2012 Planning Commission Hearing Schedule		
Complete Application Deadline ¹	New Information Deadline	First Potential Hearing Date
Nov 23, 2011	Dec 12, 2011	Jan 10
Dec 9, 2011	Dec 23, 2011	Jan 24
Dec 30, 2011	Jan 13	Feb 14
Jan 13	Jan 30	Feb 28
Jan 27	Feb 13	Mar 13
Feb 10	Feb 27	Mar 27
Feb 24	Mar 12	Apr 10
Mar 09	Mar 26	Apr 24
Mar 23	Apr 09	May 08
Apr 06	Apr 23	May 22
Apr 27	May 14	Jun 12
May 11	May 25	Jun 26
May 25	Jun 11	Jul 10
Jun 08	Jun 25	Jul 24
Jun 29	Jul 16	Aug 14
Jul 13	Jul 30	Aug 28
Jul 27	Aug 13	Sep 11
Aug 10	Aug 27	Sep 25
Aug 24	Sep 10	Oct 09
Sep 07	Sep 24	Oct 23
Sep 28	Oct 15	Nov 13
Oct 12	Oct 29	Nov 27
Oct 26	Nov 12	Dec 11
No Meeting December 25, 2012		
Nov 21	Dec 10	Jan 8, 2013
Dec 07	Dec 24	Jan 22, 2013

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.

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/planning/planning-commission-2>