

CHAPTER 9 – HEARING PROCEDURES

ARTICLE 9.1 – BASIC PROVISIONS

SECTION 9.1.001 - PURPOSE OF REVIEW PROCEDURES

The purpose of this Chapter is to establish uniform procedures for decisions on matters pertaining to the use and development of lands within La Grande. It is the intent of this Chapter to provide Review Procedures ensuring that the amount of private and public resources devoted to reaching a particular decision is commensurate with its complexity and potential impact. These procedures are designed to encourage public familiarity with and understanding of how land decisions are reached. It is the long term purpose of these standardized procedures to increase the overall speed by which land use decisions are reached.

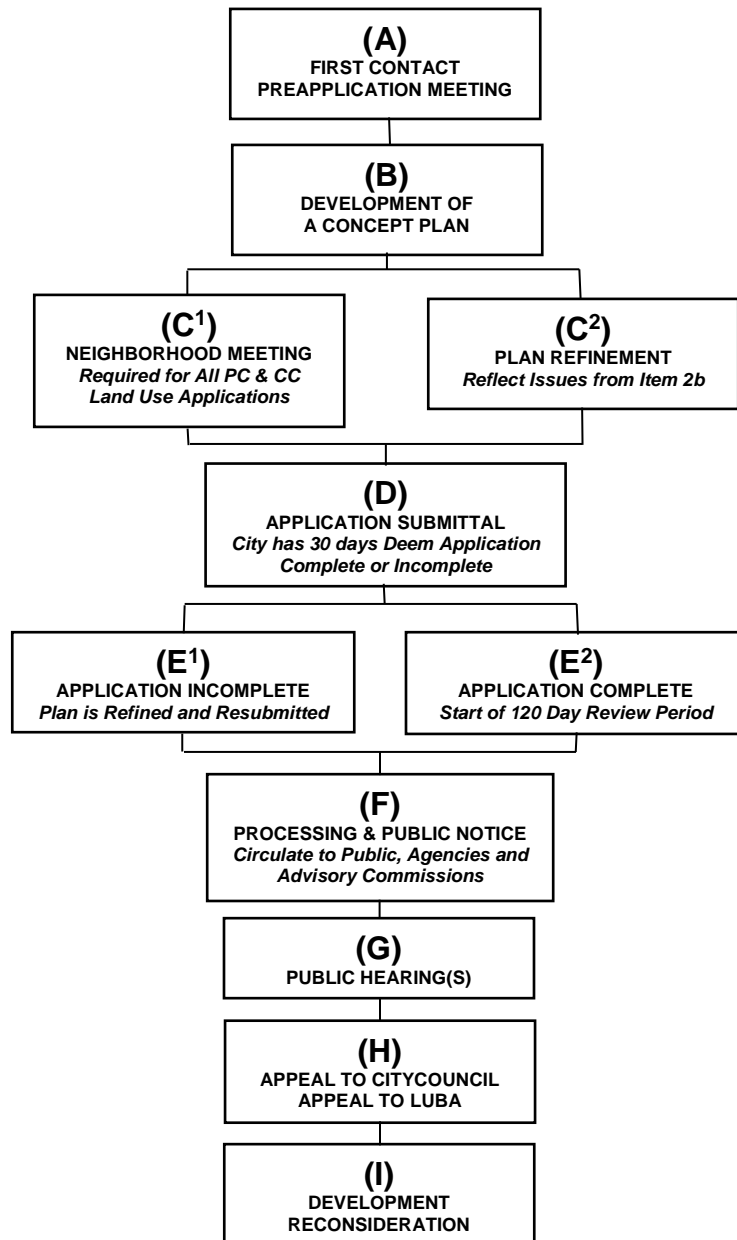
SECTION 9.1.002 - TYPES OF REVIEW PROCEDURES

All reviewing authorities, A through C, shall be governed by the Comprehensive Plan policies. In order to achieve the purposes set forth above, three (3) types of Review Procedures are established:

- A. Community Development Department/Planning Division Review Procedure - This procedure is provided for reaching objective, administrative decisions requiring no discretionary judgment, but only the application of measurable standards to specific fact situations. The land use or development proposals reviewed under this procedure will have minimal or no effect on surrounding lands or persons.
- B. Planning Commission Review Procedure - This procedure provides for reaching complex decisions where discretion is required either to apply subjective, qualitative criteria or to weigh the merits of competing positions. The land use or development proposals reviewed under this procedure will have significant effects on a broad range of lands and persons.
- C. City Council Review Procedure - This procedure provides for reaching complex decisions regarding land use policy.

SECTION 9.1.003 – Land Use Application review process

All land use applications shall be reviewed in accordance with the following review process:



A. First Contact – Pre-Application Meeting

A pre-application meeting may be required. When required, such meeting will be arranged by Planning Division Staff and shall include applicable City Departments.

B. Development of a Concept Plan

The Applicant shall prepare and provide a Conceptual Development Plan to the Planning Division, based on information received from the pre-application meeting.

C. Neighborhood Meeting – Plan Refinement

Neighborhood Meeting. The Applicant shall arrange for and conduct a neighborhood meeting at a “public neutral” place of assembly. The Applicant shall invite public comment and use such comments to refine the Conceptual Development Plan, addressing all relevant issues.

Application Fee Deposit. A non-refundable Application Fee Deposit will be required in an amount established by the City Planner to cover the costs of providing a list of affected property owners used for public notice.

Waiver. This step may be waived, only for applications that will clearly be non-controversial and that will have minimal or no effect on surrounding lands or people.

D. Application Submittal

Planning Division has 30 days to deem an application incomplete or complete

E. Application Incomplete – Complete

Incomplete. The Applicant will be provided a letter identifying all issues that need to be addressed for the application to become Complete.

Complete. Upon determination of a Complete Application, the City has 120 days to issue a final decision.

F. Processing & Public Notice

When Public Notice involves a City Advisory Commission, the Applicant may be required to present the application to the Commission and address comments. Revisions to the Plan may be required prior to Public Hearings.

G. Public Hearing(s)

Public Hearings shall be provided in accordance with Hearing Procedures set forth in Articles 9.2, 9.3 and 9.4.

H. Appeal to City Council or LUBA

Appeal shall be processed in accordance with Article 9.7.

I. Development - Reconsideration

Return to Public Process. Any change in the development resulting in a 10% or greater deviation from the approved Plan may result in a “Stop Work Order” and return to the public process, Items F and G, for reconsideration.