PRE-APPLICATION CONFERENCE
See Application Form for Submittal Requirements

NEIGHBORHOOD MEETING
Conducted by the applicant prior to submittal of a counter complete application (PMC 19.60.010)

INTAKE/APPLICATION SUBMITTAL
See Application Form for Submittal Requirements

REVIEW FOR COUNTER COMPLETE
(see PMC 19.30.020)
Not Counter Complete

Counter Complete
Route to Technical Review Committee

REVIEW FOR TECHNICALLY COMPLETE
Within 28 Days of Counter Complete

Technically Complete

NOTICE OF APPLICATION ISSUED
Within 14 Days of Technically Complete

14 Day Public Comment Period

TECHNICAL STAFF REVIEW

NOTICE OF PLANNING COMMISSION MEETING
Notice Issued No Later Than 7 Days Before

Staff Report Issued
Issued 5 Days Prior to Public Meeting

PLANNING COMMISSION MEETING
Planning Commission Recommendation

NOTICE OF PUBLIC HEARING
Notice Issued No Later Than 14 Days Before

ADDITIONAL STAFF CONSIDERATIONS
Potential Addendum to Staff Report

HEARING EXAMINER PUBLIC HEARING
(see PMC 19.40.040 E and F)

Hearing Examiner Written Report
Within 14 Days Following the Close of the Record

REQUEST FOR RECONSIDERATION
Within 14 Days of Written Decision (see PMC 19.40.020 F.5)

NOTICE OF DECISION
Within 7 Days After Final Decision

APPEAL TO CITY COUNCIL
Within 14 Days of Decision (see PMC 19.70.020)

Disclaimer: This handout should not be used as a substitute for codes and regulations. The applicant/property owner is responsible for compliance with all code and rule requirements, whether or not described here. Please see the City of Poulsbo Municipal Code for complete text and requirements.