

2013 ANNUAL LAND USE PERMITS PERFORMANCE REPORT

RCW 36.70B.080 requires cities and counties that plan under the Growth Management Act and which have populations over 20,000 to prepare an annual performance report regarding land use permit application review times. The following permit review information is for land use applications subject to the 120-day review limit established by RCW 36.70A.040 received and processed between January 1, 2013 and December 31, 2013.

About Time Limits

When an application is submitted, the City has 28 days to determine whether the application is “complete,” or whether all the required submittal information listed on each application has been made available to City staff. Once the application is “complete,” the application becomes active and processing begins. The City is required to make a final decision on an application within 90 or 120 calendar days of “active” application processing. Active processing means that review of the application is proceeding normally and has not been put “on-hold” by a request for additional information.

If staff finds that additional information is needed, the clock for processing the application will stop running. When the additional information is submitted, staff will review it to insure that it responds fully to the information request. This review is done within 14 calendar days of submission, and staff determines whether the request has been satisfied or additional information is needed. When the request is satisfied, the 120-day clock starts running again.

Land use applications which use the 90-day clock include Boundary Line Adjustments and Short Subdivisions; applications which use the 120-day clock include Conditional Use Permits, Subdivisions, and Variances.

Report

1. Number of complete applications received:		26
2. Decisions issued before the established deadline:		25
3. Decisions issued after the established deadline:		1
4. Applications granted an extension of time:		1
5. Applications reviewed in:		
	0-20 days:	5
	21-40 days:	4
	41-60 days:	4
	61-80 days:	4
	81-100 days:	8
	101-120 days:	1
	More than 120 days:	0
6. Mean (average) processing time:		54.25
Standard deviation:		29.16