

Land Use Permit Approval Requirements

Type of Application	GIM or Pre-Application Meeting	Notice of Complete Application	Notice of Application Comment/ Notice Period	Neighborhood Meeting	SEPA Comment/ Notice Period	PC Public Hearing	CC Public Hearing	Decision	Closed Record Appeal
Administrative Conditional Use Permit									
Homeless Encampment	Yes	Yes	No	Yes	No	No	No	CDD	HE
Special Event	Yes	Yes	No	No	No	No	No	CDD	HE
Temporary/Seasonal Use	Yes	Yes	No	No	No	No	No	CDD	HE
Transient Merchant Sales	Yes	Yes	No	No	No	No	No	CDD	HE
Zoning Permit									
Cottage Housing	Yes	Yes	14-days*	No	14-days*	No	No	CDD	HE
Forest Practice	Yes	Yes	14-days*	No	14-days*	No	No	CDD	HE
Multi-Family	Yes	Yes	14-days*	No	14-days*	No	No	CDD	HE
Site Plan Review	Yes	Yes	14-days*	No	14-days*	No	No	CDD	HE
Special Use Permit									
Cottage Housing	Yes	Yes	14-days	No	14-days	No	No	CDD	HE
Multi-Family	Yes	Yes	14-days	No	14-days	No	No	CDD	HE
Site Plan Review	Yes	Yes	14-days	No	14-days	No	No	CDD	HE
Special Use Permit with Hearing Requested									
Cottage Housing	Yes	Yes	14-days	No	14-days	No	No	HE	SCSC
Multi-Family	Yes	Yes	14-days	No	14-days	No	No	HE	SCSC
Site Plan Review	Yes	Yes	14-days	No	14-days	No	No	HE	SCSC
Conditional Use Permit									
Cottage Housing	Yes	Yes	14-days	Yes	14-days	No	No	HE	SCSC
Multi-Family	Yes	Yes	14-days	Yes	14-days	No	No	HE	SCSC
Site Plan Review	Yes	Yes	14-days	Yes	14-days	No	No	HE	SCSC
Mixed Use Development									
Zoning Permit	Yes	Yes	No	No	14-days	No	No	CDD	HE
Special Use Permit	Yes	Yes	14-days	Yes	14-days	No	No	HE	SCSC
Conditional Use Permit	Yes	Yes	14-days	Yes	14-days	No	No	HE	SCSC
Shoreline Development									
Shoreline Substantial Development	Yes	Yes	30-days	No	14-days	No	No	CDD	HE
Shoreline Conditional Use Permit	Yes	Yes	30-days	Yes	14-days	No	No	HE	SHB
Shoreline Variance Permit	Yes	Yes	30-days	Yes	14-days	No	No	CDD/HE	SHB

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Design Review									
Design Review Administrative	Yes	Yes	No	No	No	No	No	CDD	HE
Design Review Board	Yes	Yes	No	No	No	No	No	PC	HE
Land Division Permits									
Binding Site Plan (≤ 9 lots)	Yes	Yes	14-days	No	14-days	No	No	CDD	HE
Binding Site Plan (≥ 10 lots)	Yes	Yes	14-days	Yes	14-days	No	No	HE	SCSC
Boundary Line Adjustment	Yes	Yes	No	No	No	No	No	CDD	HE
Major Plat Preliminary	Yes	Yes	14-days	Yes	14-days	No	No	HE	SCSC
Major Plat Final	No	Yes	No	No	No	No	No	CC	SCSC
Short Plat Preliminary	Yes	Yes	14-days	No	14-days	No	No	CDD	HE
Short Plat Final	No	Yes	No	No	No	No	No	CDD	HE
Unit Lot Subdivision (≤ 9 lots)	Yes	Yes	14-days	No	14-days	No	No	CDD	HE
Unit Lot Subdivision Final (≤ 9 lots)	No	Yes	No	No	No	No	No	CDD	HE
Unit Lot Subdivision (≥ 10 lots)	Yes	Yes	14-days	Yes	14-days	No	No	HE	SCSC
Unit Lot Subdivision Final (≥ 10 lots)	No	Yes	No	No	No	No	No	CC	SCSC
Land Use Requests									
Annexation	Yes	Yes	14-days	Yes	No	Yes	Yes	CC/SCBRB	SCSC
Appeal of CDD Decision	No	Yes	No	No	No	No	No	HE	SCSC
Appeal of CC Decision	No	Yes	No	No	No	No	No	SCSC	No
Comprehensive Plan Amendment	No	Yes	14-days	No	14-days	Yes	Yes	CC	SCSC
Critical Area Protection Easement	Yes	Yes	No	No	No	No	No	CDD	HE
Land Use Code Amendment	No	Yes	14-days	No	14-days	Yes	Yes	CC	SCSC
Permit Extension	No	Yes	No	No	No	No	No	CDD	HE
Permit Modification – Minor	No	Yes	No	No	No	No	No	CDD	HE
Permit Modification – Major	No	Yes	14-days	No	No	No	No	HE	SCSC
Rezone	Yes	Yes	14-days	Yes	14-days	Yes	Yes	CC	SCSC
Utility Service Agreement	Yes	Yes	No	No	No	No	No	CDD	HE
Variance	Yes	Yes	14-days	No	No	No	No	CDD/HE	HE/SCSC
Key									
• PC – Planning Commission	• CC – City Council	• *If SEPA is Required			• CDD – Community Development Director			• HE – Hearing Examiner	
• SHB – Shoreline Hearings Board		• SCBRB – Snohomish County Boundary Review Board			• SCSC – Snohomish County Superior Court				