

**Pre-Application Meeting**

The applicant attends a pre-application meeting with City staff to learn about process and receive a preliminary review of the proposal's compliance with code standards.

**Preliminary Land Division Application Submitted**

Application must be submitted within 18 months of your pre-application meeting.

**Public Notice**

The site is posted with a notice of the proposal and the City mails notice to all property owners within 300 feet of the site. Written public comment is accepted by the City for 14 days from date of notice.

**Final Plat Application Submitted & Reviewed**

The final plat must be submitted within 1 year of the effective date of the preliminary decision.

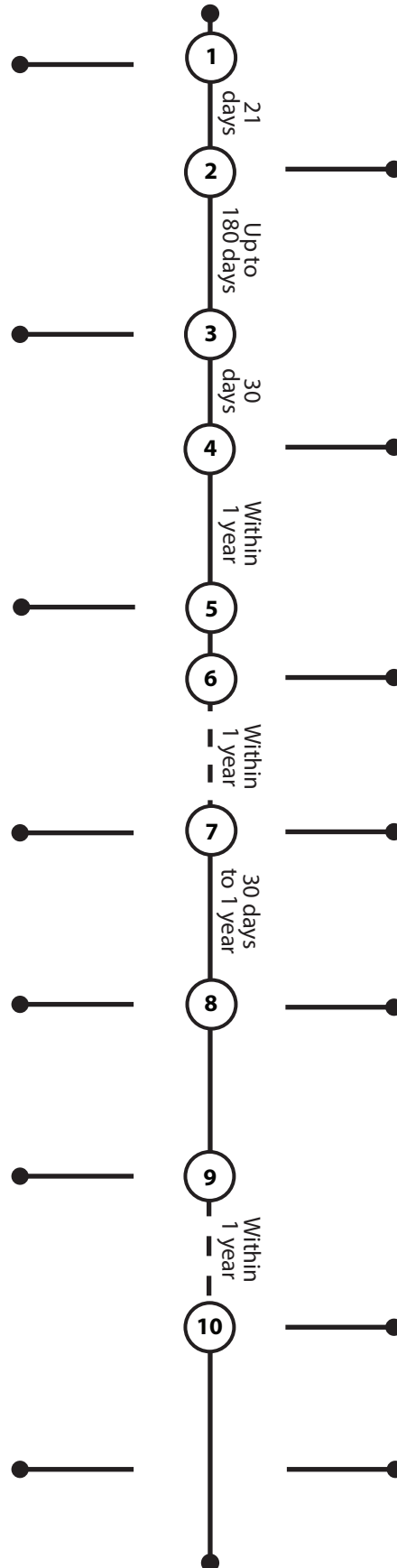
**Mylars Submitted**

The applicant will submit copies of the mylar to the planner assigned to the project.

**Mylars Signed**

Mylars will be signed by the Planning Director and then must be recorded at Multnomah County within 1 year.

City receives County-approved Mylars. Lots exist and can be sold.



**Early Neighborhood Notification**

The site is posted with a notice of the proposal and the City mails notice to all property owners within 300 feet of the property and holds the meeting during this time.

**Completeness Review**

The City will review the application and, within 30 days of its receipt, will determine whether the application is complete or incomplete and notify the applicant.

**Application Reviewed for Preliminary Approval**

Decision will be issued with any conditions of approval or required changes to the final plat.

**Construction Plan Submitted**

Draft construction plans are submitted in ePlan.

**Guarantee of Completion**

Construction plans are deemed approvable when the performance bond is secured, any required systems development charges are paid, conditions of approval are met, and the plat needs no further revisions.

**Submitted to Multnomah County**

The mylars will be recorded at Multnomah County by the applicant within 1 year of the date of signing.

Public improvements complete. Building permits can be submitted.