

Concurrent Review Process Type II Reviews Only

Concurrent Review: Applicants may request a concurrent review for land use review (PSR/PLD) and engineering review (ENG) for Type II applications. Not all requests will be accepted for concurrent review process.

Projects that include the following are not likely to be accepted for concurrent reviews:

Boundary Line Adjustments	Wetland or Habitat Permits
Columbia River Gorge	CUP or Type IIA Site Plan
Early Grading	Any type III Reviews
Phased Projects	Variance
Plat Alterations	Unresolved Code Enforcement Actions
Road Modifications	WSDOT or other state/federal agencies
Shoreline Permit	

All Applications will be considered on a case-by-case basis.

Applicants request a concurrent review process:

All managers must agree to concurrent review process for each request.

The applicant may submit a concurrent review request with a Pre-Application Conference. If the request was not submitted at the time of the Pre-Application Conference, the applicant may submit a Pre-Application Waiver Request for the concurrent review.

Submittal Timeframes: A fully complete application must be submitted and accepted 60 days after the concurrent review request has been approved.

Application Submittal Process:

As this is a concurrent review, the applicant is required to submit all documents required for the PSR/PLD (LMS) and ENG/FLR (Projectdox). **This is the same process as a standard review and requires no additional submittals from the applicant due to the two separate application systems staff use.**

Applicant – Submits application in LMS for concurrent review.

Staff – Determine if application is Counter Complete (make sure all required documentation is submitted into LMS, send referrals to all reviewers and route for 1st review – 14 days for CC)

Staff determine Fully Complete (PSR/PLD) - Land Use, Concurrency & Dev Engineering will determine if the application is fully complete. If project is fully complete, the applicant will receive instructions from Development Engineering staff.

If not Fully Complete (PSR/PLS) - Revisions Requested - Applicant will submit revised documents in LMS as requested by staff.

As part of the Concurrent Application agreement, the applicant shall acknowledge that the PSR/PLD application will be placed on hold until the ENG/FLR application is deemed fully complete.

ProjectDox

ENG/FLR can only be submitted once the LU (PSR/PLD) is Fully Complete. Development Engineering has a CC complete process in ProjectDox.

PSR Applications – The ENG & FLR – The required documents are submitted by the applicant.

PLD Applications – The ENG – The required documents are submitted by the application. The FLR is submitted after the PLD/ENG/Din is approved.

Once the ENG/FLR is Counter Complete the project will proceed to Early Issues

Early Issues

Early Issues is completed within 21 days once the PSR/PLD and ENG/FLR deemed Counter Complete/Fully Complete.

Early Issue comments are provided to the applicant by staff. Response from the applicant shall be e-mail to the planner.

NOTE: Changes made by the applicant to either application after Early Issues are met may result in separation of reviews, which likely means the . Staff may ask for specific changes; however, it cannot impact other codes.

Staff Report Issued

Once the staff report is issued, Engineering Planning Technician will call for a final set to be uploaded into ProjectDox.

Note: ENG fees will not be refunded if the land use review is denied. If the concurrent land use review is withdrawn and or denied, engineering fees will not be refunded.