



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: Planning Commission
FROM: Jennifer Dimsho, AICP, Associate Planner
RE: Land Use Decision Validity Periods – review to determine if changes are warranted
DATE: January 9, 2023

<i>Land Use Decision</i>	Default Validity Period	Time Extension Period	Total Validity with Extension(s)	Code Section
<i>Sensitive Lands</i>	1.5 years	1 year	2.5 years	SHMC 17.44.030
<i>Sign Permit</i>	6 months	“Reasonable” ¹	Unknown	SHMC 17.88.130 (6)
<i>Site Development Review</i>	1 year	6 months	1.5 years	SHMC 17.96.040
<i>Site Development Review (Phased)</i> ²	Each phase: 1 year	6 months	3 years	SHMC 17.96.050
<i>Conditional Use</i>	1.5 years	1 year	2.5 years	SHMC 17.100.030
<i>Variance</i>	1 year	1 year	2 years	SHMC 17.108.040
<i>Accessory Structure</i>	1.5 years	1 year	2.5 years	SHMC 17.124.050
<i>Tree Removal</i>	1.5 years	1 year	2.5 years	SHMC 17.132.050
<i>Subdivision</i>	1 year	2 extensions at 1 year each	4 years	SHMC 17.136.040
<i>Subdivision (Phased)</i> ³	Each phase: 2 years	2 extensions at 1 year each	6 years	SHMC 17.136.050
<i>Partition</i>	1 year	6 months	1.5 years	SHMC 17.140.035
<i>Planned Development</i>	1.5 years	1 years	2.5 years	SHMC 17.148.030
<i>Planned Development (Phased)</i> ⁴	Each phase: 2 years	2 extensions at 1 year each	7 years	SHMC 17.148.100

¹An approved sign shall be constructed and installed within six months of the final approval of the permit, including resolution of any appeal. The sign permit shall be void if installation is not completed within this period or if the sign does not conform to the approved permit. Sign permits mistakenly issued in violation of this chapter or other provisions of this code are void. The planning director may grant a **reasonable extension of time** for the installation deadline upon a showing of reasonable grounds for delay.

²The director may approve a time schedule for developing a site in phases over a period of time of one year, but in no case shall the total time period for all phases be greater than **three years** without reapplying for site development review.

³The planning commission may approve a time schedule for developing a subdivision in phases, but in no case shall the actual construction time period for any phase be greater than **two years** (unless an extension is granted) without reapplying for a preliminary plat, nor the cumulative time exceed **six years** (regardless of extensions) without applying for a new preliminary plat.

⁴The commission shall approve a time schedule for developing a site in phases, but in no case shall the total time period for all phases be greater than **seven years** without reapplying for preliminary development plan review.

S C A P P O O S E , O R

Land Use Decision	Default Validity Period	Time Extension	Total Validity Period
<i>Sensitive Lands</i>	1 year	6 months	1.5 years
<i>Site Development Review</i>	1 year	1 year	2 years
<i>Site Development Review (Phased)</i>	1 year	1 year	3 years
<i>Conditional Use</i>	1 year	1 years	2 years
<i>Conditional Use (Phased)</i>	1 year	1 year	3 years
<i>Variance</i>	1 year	1 year	2 years
<i>Subdivision</i>	1 year	1 year	2 years
<i>Subdivision (Phased)</i>	Each phase: 2 years	1 year	5 years
<i>Partition</i>	1 year	1 year	2 years
<i>Planned Development (Overlay Zone)</i>	1 year	6 months	1.5 years

S A N D Y , O R

Land Use Decision	Default Validity Period	Time Extension	Total Validity Period
<i>Site Development Review</i>	2 years	1 year	3 years
<i>Conditional Use</i>	2 years	1 year	3 years
<i>Variance</i>	2 years	1 year	3 years
<i>Subdivision</i>	2 years	1 year	3 years
<i>Partition</i>	1 year	N/A	1 year

C O R N E L I U S , O R

Land Use Decision	Default Validity Period	Time Extension	Total Validity Period
<i>Site Development Review</i>	2 years	N/A	2 years
<i>Conditional Use</i>	2 years	N/A	2 years
<i>Variance</i>	1 year or 2 years (if COA)	N/A	2 years
<i>Subdivision</i>	1 year	1 year	2 years
<i>Subdivision (Phased)</i>	Each phase: 1 year	1 year for each phase	5 years
<i>Partition</i>	1 year	1 year	2 years
<i>Planned Development (With Subdivision)</i>	1 year	1 years	2 years