



# 90-DAY STREAMLINE REVIEW

## FACT SHEET

A standard review process for land use and civil “preliminary” decision is typically completed 90 to 120 days after the date of a fully complete application. As an alternative, an applicant may request a 90-day streamline review process. The 90-day streamline review process combines land use review with **FULL CIVIL REVIEW**. The Community Development and Engineering Department’s goal is to complete the review of a streamlined project within 90 days from the date of fully complete application.

### TO USE THIS PROCESS, YOU MUST MEET THE FOLLOWING REQUIREMENTS:

- Must be a Type II application (site plan, binding site plan, and short subdivision)
- Attend a pre-application conference or receive approval of a pre-application conference waiver
- Notify case manager you would like to utilize the 90-day streamline review process
- Upload required documentation outlined within the Streamline Application Checklist in ePlans to the ‘Pre-submittals’ folder within the PIR (pre-application) case
- Notify case manager upload is complete

### WHAT IS A 90-DAY STREAMLINE REVIEW PROCESS?

- It is an internal performance standard set by policy and Vancouver Municipal Code.
- The 90 days only measures **City staff time** (calendar days). The clock STARTS when the application is deemed fully complete. The clock STOPS on the date of final approval.
- The clock will stop at several points during the process, when the City is awaiting new information or revisions from the applicant. The clock will start again when the requested information is received by staff.
- The process includes a required 14-day public comment period, a State Environmental Protection Act (SEPA) review using the Optional Determination of Nonsignificance method, preliminary land use approval, and final Civil Engineering approval.
- The process includes two (2) full civil plan and land use reviews (initial plan submittal, plus one review of revised plans) before the final plans are submitted for approval.
- A pre-submittal review by staff is required prior to submitting land use and engineering applications.

The City’s ability to provide a 90-day combined review process is highly dependent on the applicant and/or their consultant(s) meeting the responsibilities outlined above. Extended negotiations over required improvements and conditions of approval may delay the timeline. **If the site design changes substantially through the review, required information is not shown on revised plans, or the project is otherwise delayed by the applicant or third party, City staff will inform the applicant that staff will continue to process the review, but will no longer be able to meet the 90-day timeline.** At that point, the project will be reviewed on a standard timeline (90 to 120 days).

Please contact your project case manager if you wish to utilize the City’s 90-day streamline review process.