How an issue or idea becomes a land use regulation

Part 1: The Annual Work Program

1. Work Program Ideas
   Staff/community members identify land use or transportation issues and submit work program requests to LRP to address these issues, for potential consideration as work program tasks.

2. Draft Work Program Staff Reports
   LRP presents draft work program staff report (including requested work Program topics) to the Board and releases the draft for public input.

3. 30-Day Comment Period
   30-day public comment period is opened. Public comments and additional work program requests are compiled; staff researches topics.

4. Board Adoption of Work Program
   Once adopted by the Board, the work program determines how staff resources will be allocated toward tasks. Requests to amend Comprehensive Plan documents require ordinances; other requests might result in issue papers or other type of studies.

5. Board Consideration
   The Board considers staff recommendations; prioritizes work tasks to undertake for the year.

6. Staff Analysis & Recommendations
   Staff provides recommendations to the Board in the final work program staff report on what to include in the work program or may suggest further analysis. Only a limited number of work program requests can be accommodated in any given year.

Part 2: Processing an Ordinance

1. Ordinance Development
   Staff researches issues, works with identified stakeholders, and develops possible code or plan language to address identified issues.

2. Ordinance Filing
   Once code or plan changes are developed, those changes are officially submitted, or "filed." Ordinances are generally filed from early spring through summer, and are scheduled for public hearings during "ordinance season," March 1 – Oct 31.

3. Public Notice & Public Hearings
   Notice of public hearings and filed ordinances are published and posted on the County webpage. The Planning Commission and the Board conduct public hearings. The ordinance may be engrossed (changed) by the Board or adopted as proposed.

4. Ordinance Effective
   If adopted, most ordinances become effective 30 days or more after adoption.

5. Board Decision
   At the conclusion of public hearings, the Board either adopts, rejects, or continues an ordinance to a specific future date.

6. Ordinance Engrossment
   If the Board engrosses an ordinance, further public notice is provided and additional hearings are scheduled.