



Community Development Department

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www.cityofmolalla.com

Land Use Public Hearing Guide

MMC 17-4.1.040

Notes:

- *Public Hearings are required for all Type III and IV reviews.*
- *Please see specific project type Submission Guide for information on your responsibilities and timelines specific to your project.*

Review Process & Timeline

This table provides a high-level overview of the Public Hearing process, including estimated durations and the responsibilities of both the applicant and City.

Step	Applicant Action	City Action	Timeline
1. Posting & Notice	Post notice of hearing on-site; return a signed affidavit to the City immediately.	Manages required public notice; provides poster and affidavit to applicant.	Postings: At least 14 days before Hearing. Mailings: At least 20 days before hearing
3. Public Hearing	Applicant may attend the public hearing, present a brief case to the Hearings Body, answer questions, and request to keep the record open to provide additional testimony.	Hearings Body (e.g., Planning Commission) holds the hearing. Staff presents staff report. Planning Commission makes a decision.	Scheduled Hearing Date.
4. Notice of Decision	N/A	Issues formal Notice of Decision to applicant and anyone who provided testimony to the hearing.	Shortly after Hearing. Typically, the day after.
5. Period before Decision Becomes Final	Applicant may file an appeal during this time. If not, no action is needed.	If no appeal is filed, the Decision becomes final and binding.	If no appeal, decision becomes final 10 days post mailing

Please reach out to the Community Development Department at 503.759.0205 or communityplanner@cityofmolalla.com with any questions.