



Town of Middletown
Planning Department

350 East Main Rd., Middletown RI 02842 (401) 849-4027

MEMORANDUM

To: Paul A. Croce, Chairman
Planning Board Members

From: Ron Wolanski, Town Planner

Date: June 1, 2021

Re: Planning Board policy regarding continued items

As requested during the May 12th Planning Board meeting, I have drafted a brief policy statement regarding repeated continuances of Planning Board agenda items. The Board requested that such items be removed from the agenda until such time as the applicant is prepared to proceed with Planning Board review. The goal is to remove clutter from the monthly agendas while keeping the applications alive without the need for the applicant to file a new application. If required, any public hearing would need to be readvertised and abutters notified at the applicant's expense once he/she is ready to proceed. Proposed language:

“Any application included on the Planning Board agenda and repeatedly continued at the applicant's request for a period totaling at least twelve consecutive months shall be removed from the agenda and considered tabled until such time that the Board is notified by the applicant that he/she is prepared to proceed with Planning Board review. Any costs related to the need to readvertise and notify abutters for a public hearing shall be borne by the applicant.”

Please contact me with any questions.

cc. Town Solicitor