



Incorporated Village Of Westhampton Beach

PLANNING BOARD

165 Mill Road

Westhampton Beach, New York 11978

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VICTOR LEVY
Chairman

TO: Victor Levy, Chairman

CC: Planning Board
Anthony C. Pasca, Esq., Village Attorney
Paul Houlihan, Building & Zoning Administrator
Kyle Collins, Village Planner
Ron Hill, Village Engineer

FROM: Maeghan Mackie, Board Secretary

DATE: May 26, 2016

RE: Holdover Applications

The Planning Board, at their May 12, 2016, meeting held a discussion regarding the holdover applications on their Agenda, and the procedure for the same. The Board Members expressed concern with regard to the applications being held over for no presented reasons, for months and some years.

Currently on the Planning Board Agenda are eight (8) applications which have been heldover for a minimum of 6 months, and the most 7 years, with no presented reason. The Planning Board found that the procedure in place presently is unfair to the surrounding property owners who may have an interest in the application, when applications are left open for an extended period of time it is being expected of the property owners to follow up with the Planning Board as to the status of the applications.

In order to remove stale applications that are not moving forward, and to be fair to the surrounding property owners that are trying to follow particular applications, the Planning Board will institute the following procedure with regard to applications that are on the Agenda.

Applicants who fail to notify the Planning Board of the status of an application for two (2) consecutive Planning Board meetings will be removed from the agenda without prejudice and subject to re-filing and re-noticing and all applicable fees will be applied. No application will be held over for more than a period of (36) days, unless a holdover is requested in writing on the "Request To Holdover Public Hearing" form.