

Action	Public Body Jurisdiction	Newspaper Lead Time prior to Public Hearing	Mailed Notice Lead Time	Advisory Opinion First?	Appeal* Period Filing timeframe
Documents					
Zoning Ordinance- Text or Map Change (this includes a zone change for a specific property) Adoption/amendment	Town Council	2-3 weeks (post 3 times, at least once a week for 3 weeks, can include same week as hearing)	At least 2 weeks (Option: Public Notice Registry)	Yes, Planning Board review	Within 30 days of the effective date of the amendment. (RIGL 45-24-71)
Land Development and Subdivision Regulations- amendments	Planning Board	2-3 weeks (post 3 times, at least once a week for 3 weeks, can include same week as hearing)	Not specified. (Option: Public Notice Registry)	No	Within 30 days of the effective date of the amendment. (RIGL 45-23-72)
Comprehensive Community Plan Adoption or amendments	Planning Board holds Public Hearing for Planning Town Council holds second Public Hearing for Adoption OR, a joint public hearing by both bodies	2-3 weeks (post 3 times, at least once a week for 3 weeks, can include same week as hearing)	Not specified.	This is a long process. Planning Board may establish a committee. Also, the Planning Board provides a recommendation to the Town Council.	????? (You don't want to be involved in an appeal. Get involved in the creation!)

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Comprehensive Permit Regulations or Ordinance (Affordable Housing)	see Zoning Ordinance				
Local MS4 Stormwater Management Program Plan Annual Reports (due to RIDEM March 10 th)	Adopt by Town Council Different (Town Council, Stormwater Coordinator, Town Administrator)	Not specified Notice of draft report public comment period must be posted (in paper?), but no requirement for hearing unless requested during comments	Not required		
Development/Project Applications					
Zoning Special Use Permit	Zoning Board (Planning Board if under 'Unified Review')	14 days	Not specified (see local regs)	Usually by Planning Board (may alternatively be heard under Unified Review by Planning Board)	20 days from date of posting decision (RIGL 45-24-69)
Zoning Dimensional Variance Or Use Variance	Zoning Board	14 days	Not specified (see local regs)	Yes, Planning Board (may alternatively be heard under Unified Review by Planning Board)	20 days from date of posting decision (RIGL 45-24-69)

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Major Land Development Project or Subdivision	Planning Board	Master Plan- Public Informational Meeting- 7 days Preliminary Plan- Public Hearing- 14 days	As specified in local regs Not less than 10 days	No. Note that Master and Preliminary Plan stages may be combined, in which case there would be no Informational meeting	Within 20 days after the decision is recorded and posted (RIGL 45-23-67 and 45-23-70) (appeal to local board of appeals, usually the ZB)
Comprehensive Permit - Affordable Housing Project Development Application	Planning Board (or Zoning Board- depends on how municipality sets it up, but usually the Planning Board)	Requires Public Hearing- 14 days	Receipt of Application- Upon Issuance of Certificate of Completeness Public Hearing- not less than 10 days	Not before Public Hearing notice, but can seek comments during the open hearing (which may occur over months)	20 days from date of issuance of approval (appeal to Superior Court) RIGL 45-53-4 (a)(4)(x)

*See applicable legislation for specific grounds for appeal.