

# **Town of Brunswick**

## **Planning & Development Department**

**Proposed FY 2019-2020 Budget**  
**March 14, 2019**

*Matt Panfil, Director of Planning & Development*

# Department Overview

- FY 2018-2019 Budget: \$578,814.09 ( \$8,202.09 Encumbered and Adjusted)
- FY 2019-2020 Budget (Proposed): \$628,814.65 (8.6% Increase)
- Total Staff:
  - 5 Full-Time
  - 1 Shared Floater (Assessing and Town Clerk)
  - 1 10-Week Bowdoin Fellow

# Department Overview

- Boards, Commissions, and Committees:
  - Bicycle & Pedestrian Advisory Committee
  - Conservation Commission
  - Master Plan Implementation Commission
  - Planning Board
  - Shelter Task Force (Temporary)
  - Staff Review Committee
  - Village Review Board
  - Zoning Board of Appeals

63 Meetings as of March 6, 2019 = 7+ Meetings per Month (not including Shelter Task Force)

# Department Overview

- Representation to Other Organizations:
  - BACSE (Brunswick Area Citizens for a Safe Environment)
  - BDA Community Affairs Committee
  - Casco Bay Nutrient Council
  - METRO (Breez) (Temporary)

# Department Overview

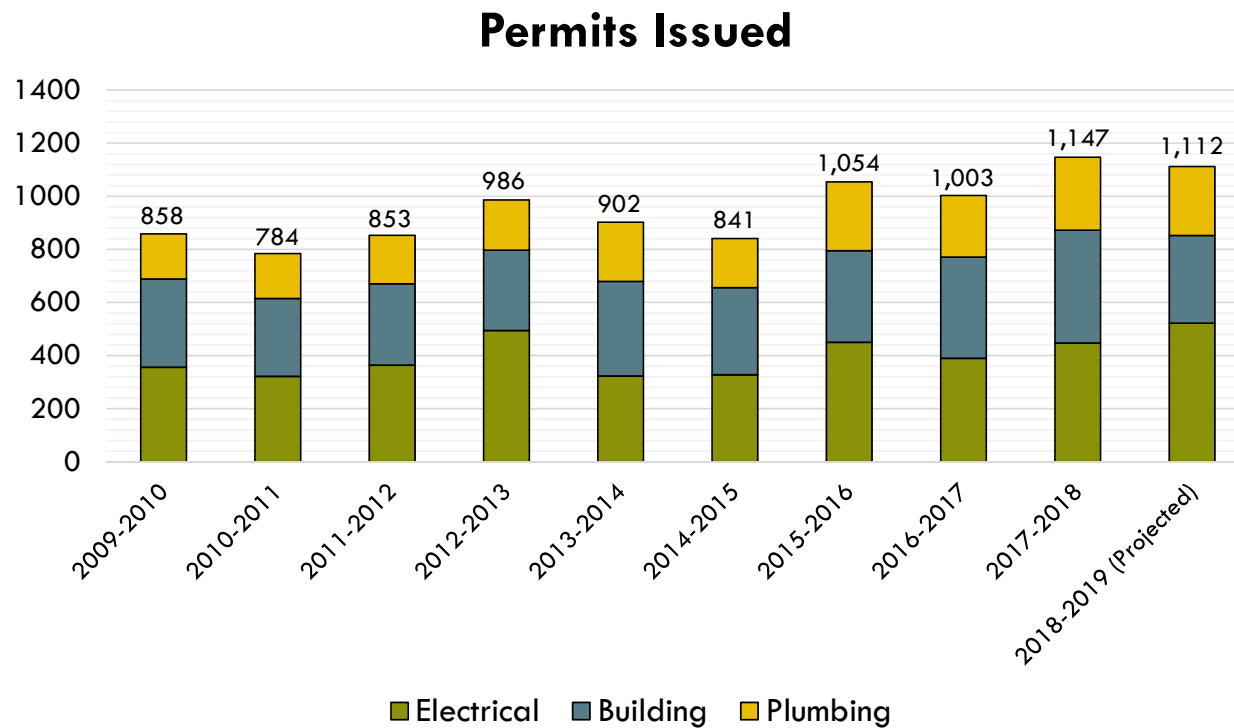
- Services Provided:
  - Building Permits
  - Electrical Permits
  - Plumbing Permits
  - Inspections
  - Easement Monitoring
  - Code Enforcement
  - Development Review
  - Village Design Review
  - Text & Map Amendments
  - Special Projects
  - Long Range Planning (Comprehensive Plan)
  - GIS Mapping Updates
  - Resident & Local Business Assistance
  - Signage Review

# Department Overview

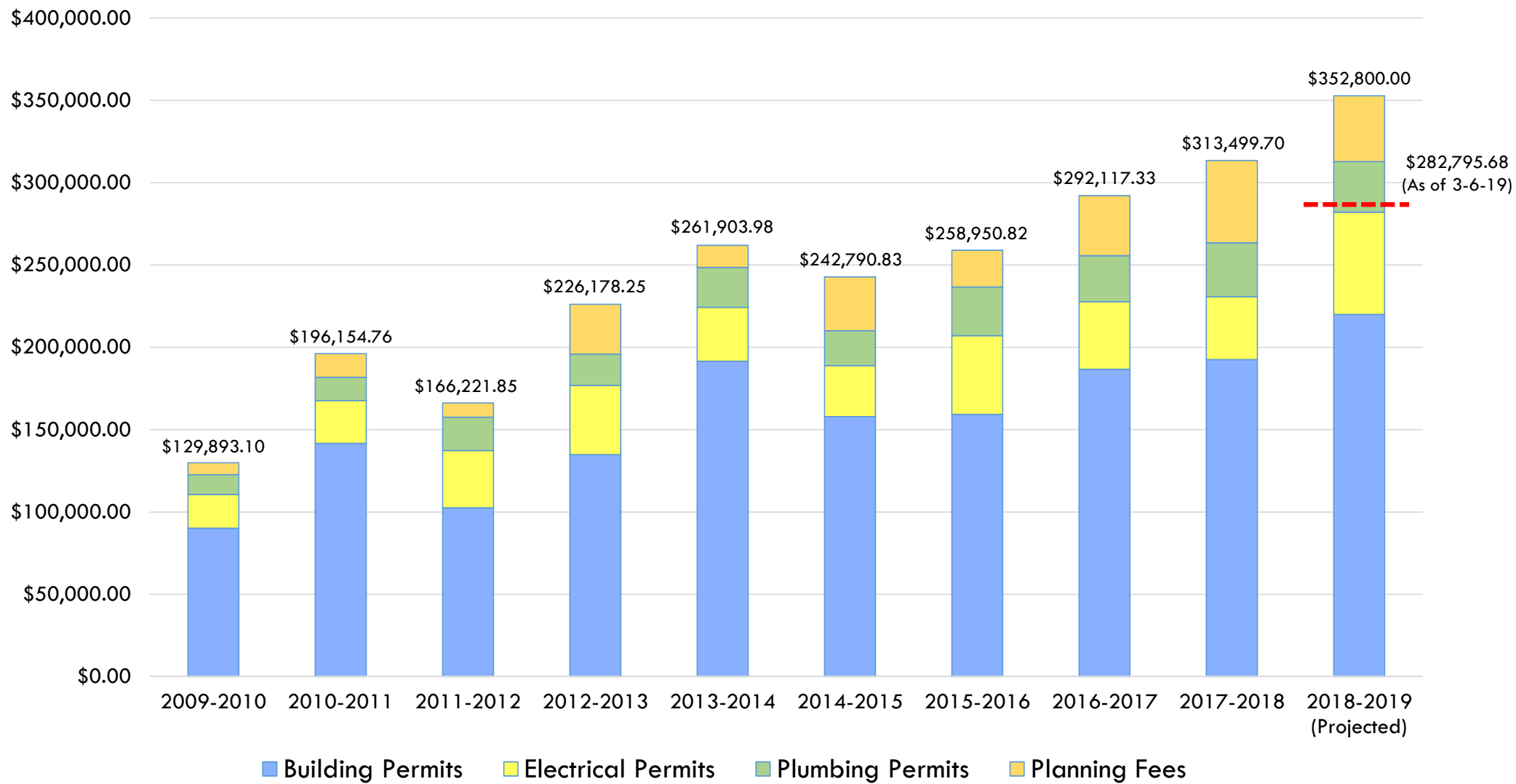
- FY 2018-2019 Highlights:
  - Approved Over 158,000 SF of New or Renovated Commercial / Office / Industrial Space
  - Approved 40 New Dwelling Units
  - Approved Four (4) Subdivisions
  - Updating *Comprehensive Plan 2008*
  - Updating Building and Planning Permit Fees
  - Updating *Village Review Board Design Guidelines*
  - Participating in Affordable Housing Discussions with the Community
  - Application for Mere Brook Watershed Management Plan Grant in Process

# Department Overview

- FY 2018-2019 Highlights:

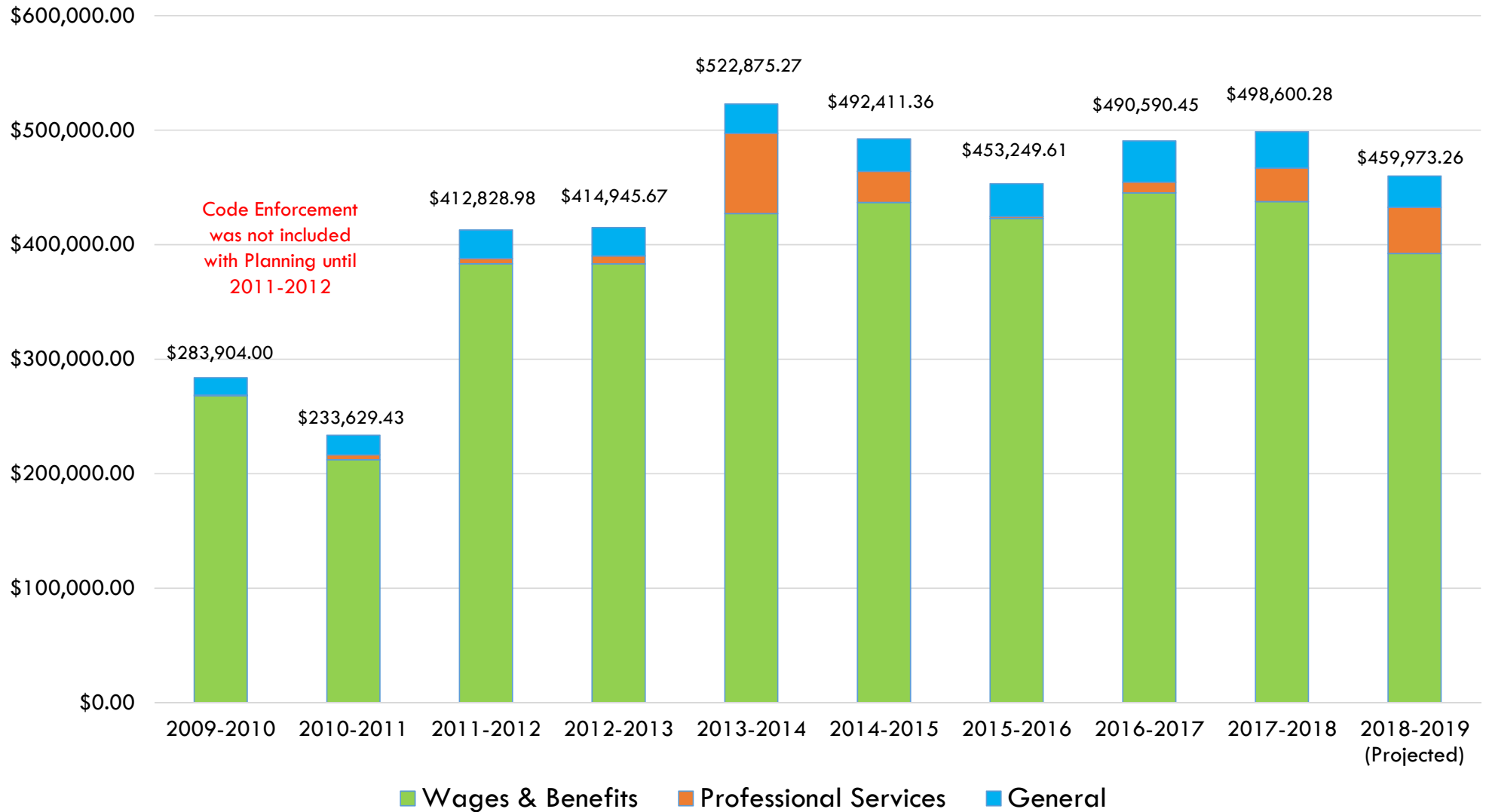


# Actual Revenue

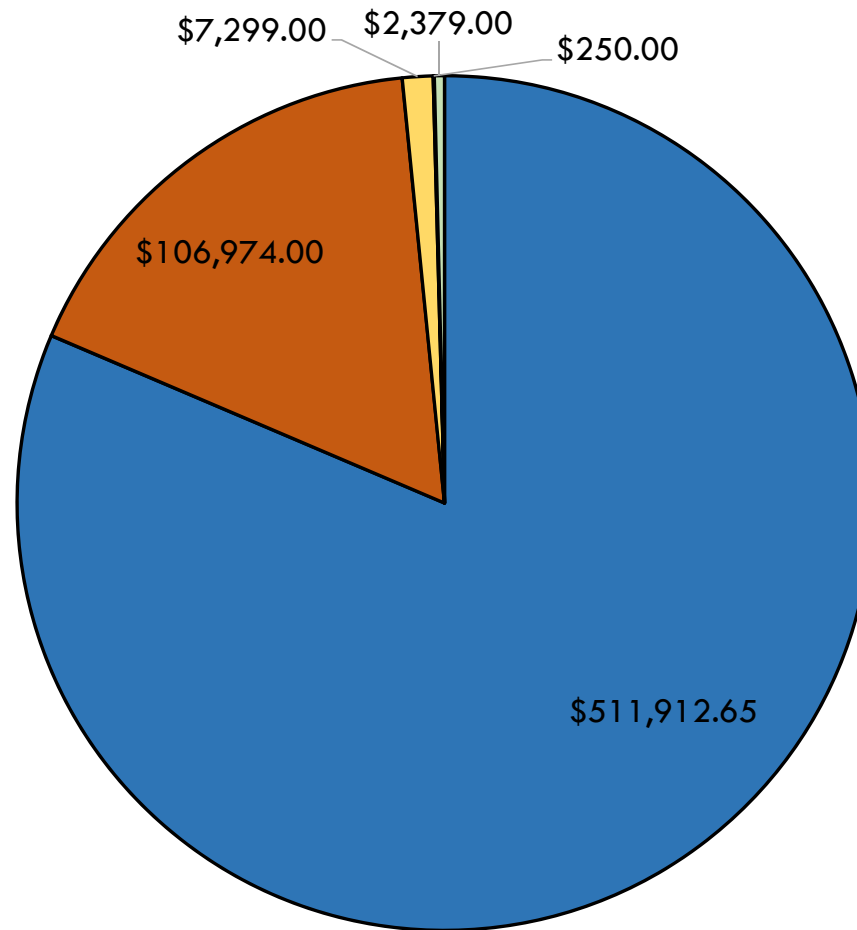




# Actual Expenditures



## 2019-2020 Budget Request Breakdown



**TOTAL: \$628,814.65**

■ Salaries and Benefits   ■ Contractual Services   ■ Materials and Supplies   ■ Programs   ■ Capital Outlay

# Looking Ahead

- Prioritize List of All Town Council and Planning Board Requested Text Amendments (the “ZORC Matrix”)
- Incorporate Zoning Ordinance into Municode
- Adobe Creative Suite for In-House Graphic Design and Publishing
- Add Illustrations to Zoning Ordinance
- Climate Adaptation Plan
- Cook’s Corner Design Standards Update
- Provide Meeting Minutes to Boards, Commissions, and Committees Faster
- Code Enforcement Complaint Tracking Software