

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

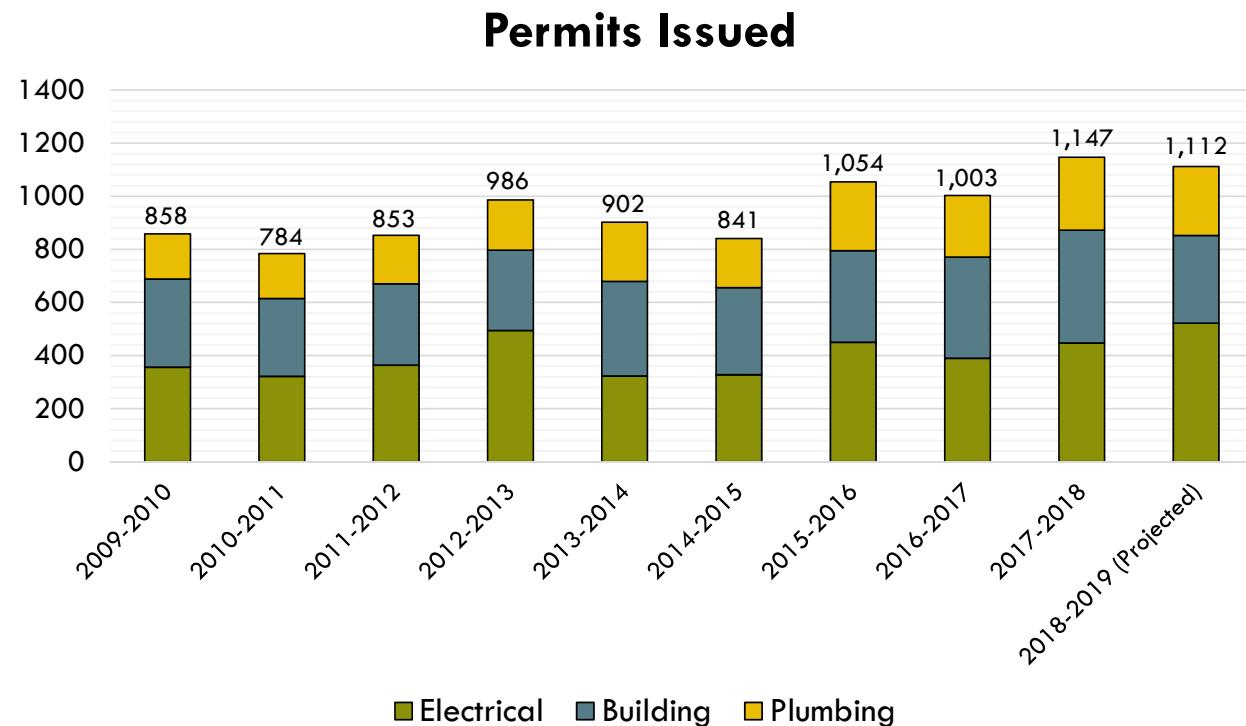
- Services Provided:
 - Building Permits
 - Electrical Permits
 - Plumbing Permits
 - Inspections
 - Easement Monitoring
 - Code Enforcement
 - Development Review
 - Village Design Review
 - Text & Map Amendments
 - Special Projects
 - Long Range Planning (Comprehensive Plan)
 - GIS Mapping Updates
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

Department Overview

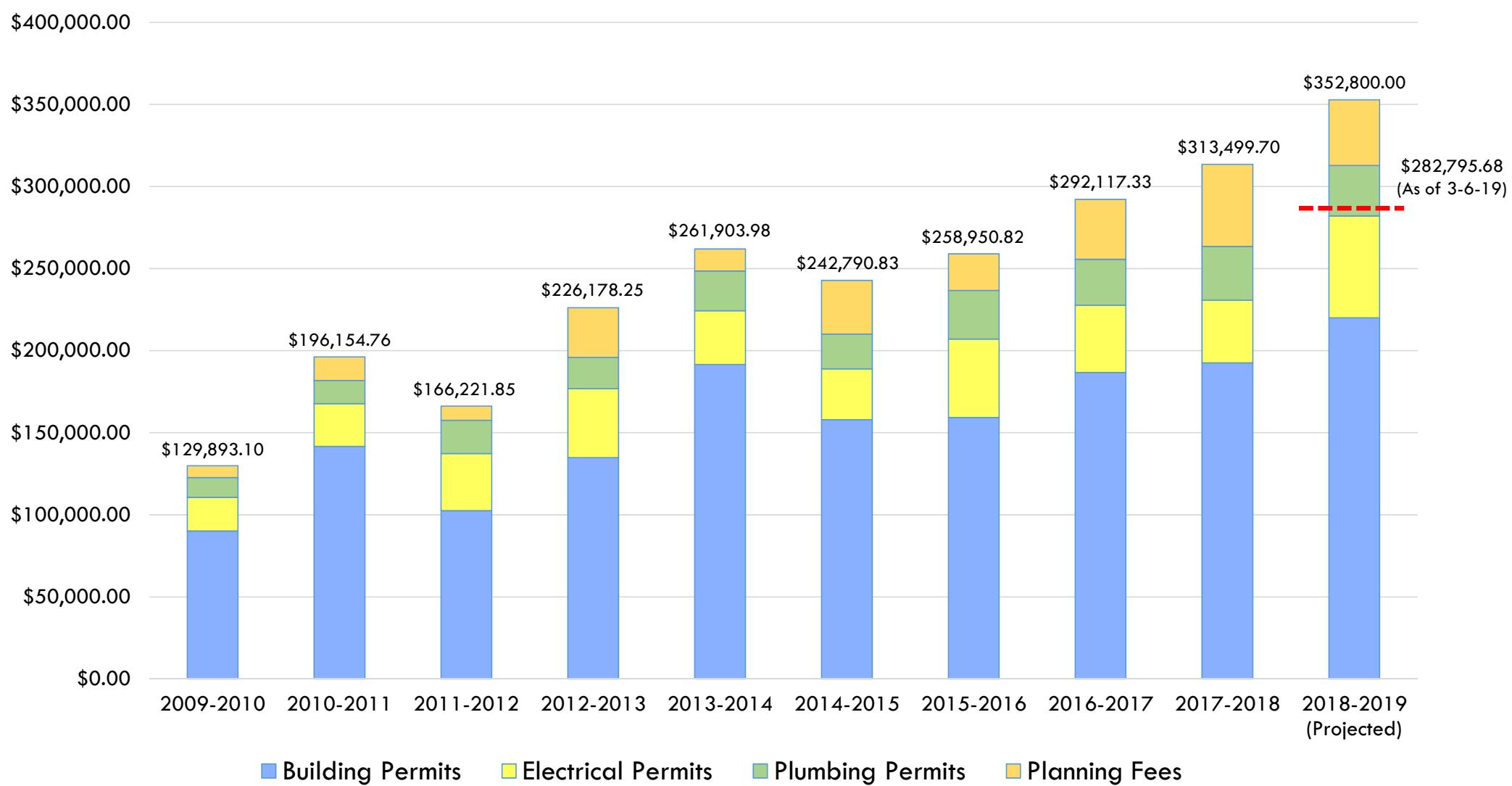
- FY 2018-2019 Highlights:
 - Approved Over 158,000 SF of New or Renovated Commercial / Office / Industrial Space
 - Approved 40 New Dwelling Units
 - Approved Four (4) Subdivisions
 - *Updating Comprehensive Plan 2008*
 - *Updating Building and Planning Permit Fees*
 - *Updating Village Review Board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

Department Overview

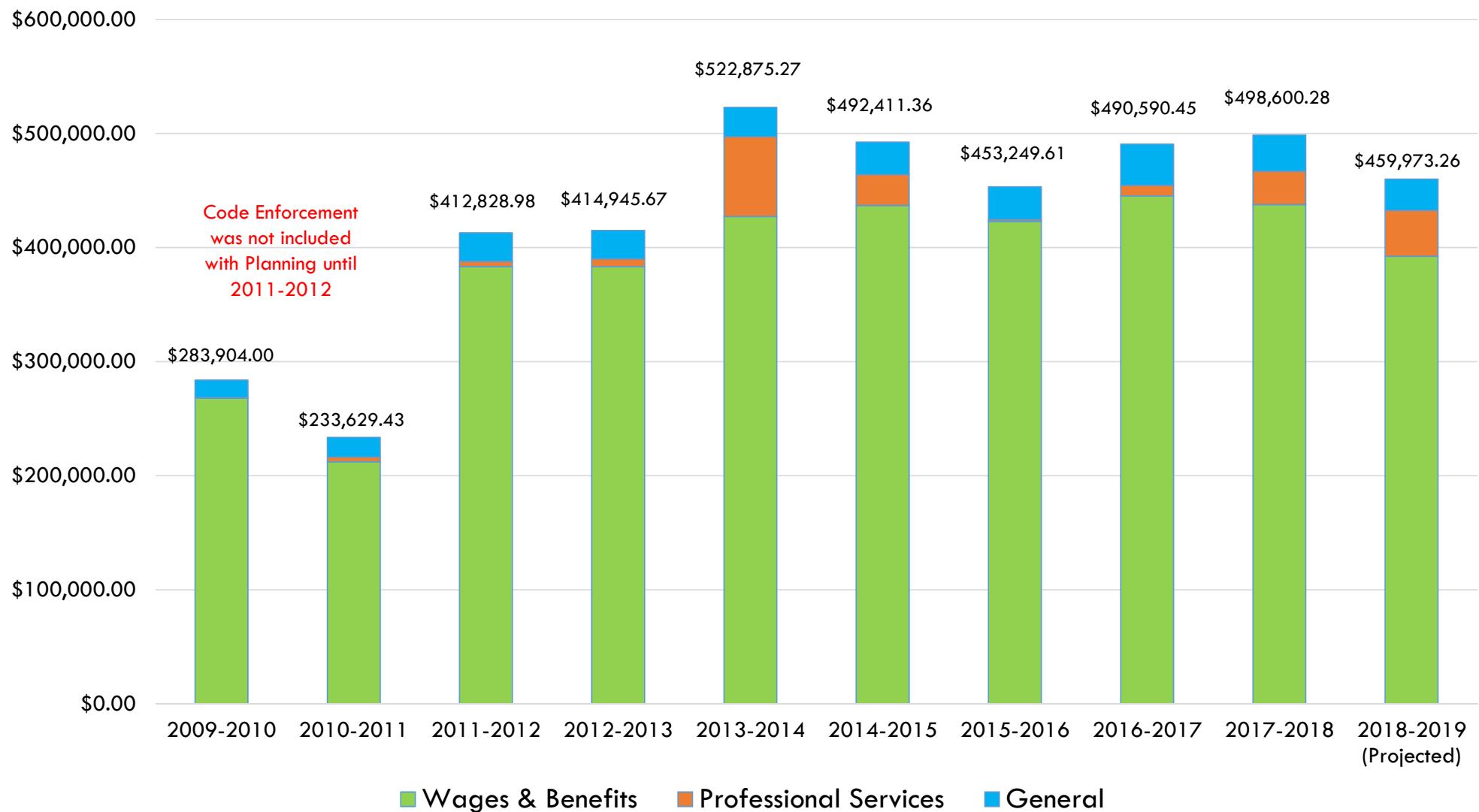
- FY 2018-2019 Highlights:



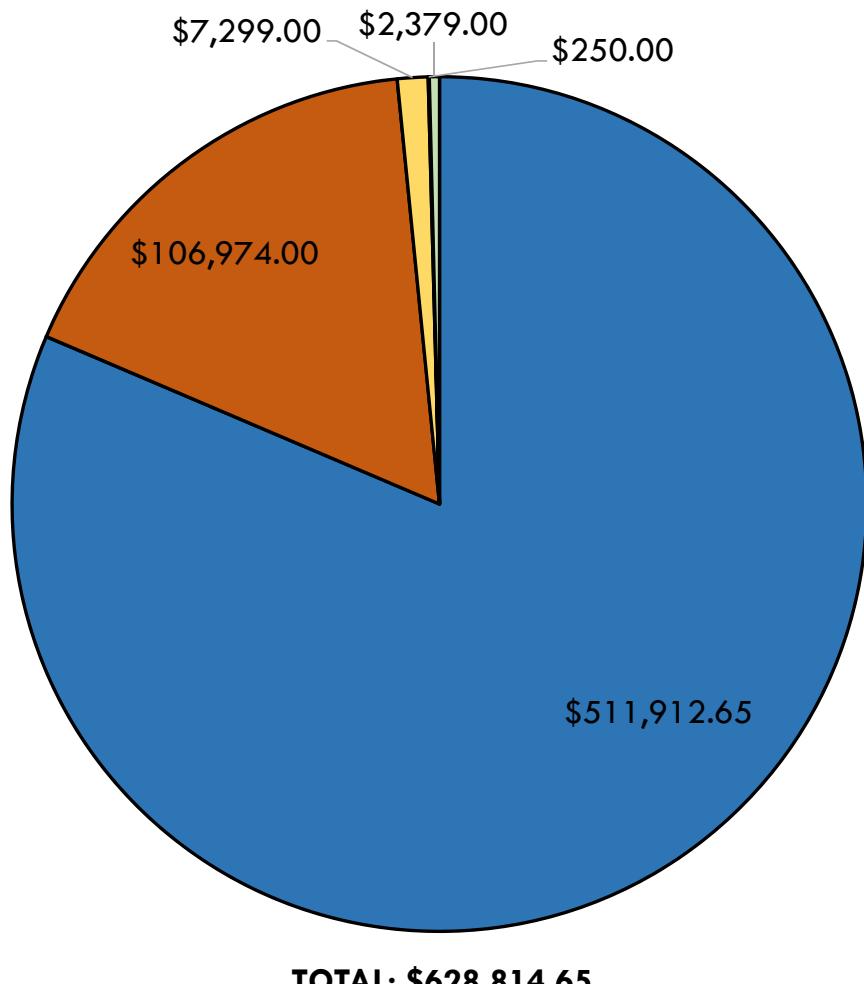
Actual Revenue



Actual Expenditures



2019-2020 Budget Request Breakdown



■ 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