

FY24 Planning Department Goals

1. Establish funding for a full time Planning Assistant in the FY25 Budget to allow the Town Planner to shift administrative tasks to a full time Planning Assistant.
2. Establish an organization structure to track board applications, town projects, and financial records that are easy to maintain going forward and provide excellent customer service when applicants/residents are looking for past information on applications and projects.
3. Re-organize the Planning Department/Planning Board website to provide space for each Department/Board on separate website pages. Review what's currently on the website and work with Town staff on recommendations on what should be added or delated to make it easier to navigate and access for residents/applicants.
4. Close out outstanding Planning Department/ Board issues
5. Review and make necessary changes to the Planning Department's fee schedule and procedures to better reflect the cost of application submittal, advertisement, notification, and review of Planning Board applications and post Planning Board decision review procedures.
6. Establish training and mentorship for junior Planning & Zoning staff members
7. Review the current Zoning Bylaw for bylaw sections that can be amended to further support on-going housing and economic development projects and address environmental issues.
8. Establish a staff internal housing working group to help facilitate the coordination and the advancement of affordable housing, goals, and initiatives in Town.
9. Successfully pass Multi-Family By-Right Zoning at the 2024 Annual Town Meeting that complies with M.G.L 40A, Section 3A (Multi-Family By-Right Mandate)
10. Complete the Route 20 Master Plan that will allow the town to evaluate infrastructure/zoning changes along Route 20.