

Planning & Development

**PLANNING 01175**

*Personnel Services*

Salaries Clerical  
Longevity

Total

*Expenses*

Engineering Services  
Printing  
Supplies and Expenses  
Postage  
Advertising  
Dues & Subscriptions  
Administrative Expenses

Total

TOTAL BUDGET

	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 TM ADOPTED	FY2024 REQUESTS	FY2024 PROPOSED
	\$20,842	\$21,995	\$21,611	\$22,690	\$23,088	\$23,088	
	\$375	\$375	\$425	\$425	\$425	\$475	
	\$21,217	\$22,370	\$22,036	\$23,115	\$23,513	\$23,563	
	\$298	\$0	\$1,500	\$1,500	\$1,500	\$1,500	
	\$441	\$0	\$448	\$418	\$1,100	\$1,100	
	\$431	\$328	\$129	\$625	\$625	\$625	
	\$398	\$456	\$325	\$299	\$500	\$500	
	\$3,193	\$1,906	\$4,208	\$1,746	\$5,000	\$5,000	
	\$0	\$0	\$72	\$0	\$100	\$100	
	\$600	\$500	\$500	\$500	\$600	\$600	
	\$5,360	\$3,190	\$7,182	\$5,087	\$9,425	\$9,425	
	\$26,576	\$25,560	\$29,218	\$28,203	\$32,938	\$32,988	

## BUDGET NARRATIVE

### Description of Department Function

Describe the overall mission or purpose of the Department.

The Planning Board administers the division of land, subdivision control and zoning in an effort to accommodate long term growth.

### Programs and Sub-Programs

Consider and list the actual Programs and Sub-Programs Executed by the Department

### Accomplishments

Describe the major describable accomplishments or measurable activities in FY23 or CY22. Use statistics whenever possible.

The Planning Board meets one or two times a month to conduct statutorily required public hearings and continued public hearings on various applications on proposed projects; informal discussions with individuals, including attorneys, architects, and engineers, regarding land located in Millis; consistent review of existing zoning by-laws and subdivision rules and regulations for conformance with State statute and revisions as necessary; recommend to Town Meeting action on current or proposed zoning by-laws. Also, the Planning Board provides ongoing oversight on the various large projects throughout the Town, for ex. Regency at Glen Ellen, Acorn Place SRCD, and Anthology of Millis Assisted Living Facility.

**FY24 Departmental Goals**

Describe the initiatives and accomplishments planned for FY24

The goal is to maintain the positive aspects of Millis and work to eliminate or mitigate the negative aspects.

**Spending Highlights for FY24**

Explain any significant budget changes from FY23

The Planning Board will continue to use its expenditures to maintain its statutory and other required functions.

**Non-tax Funding**

List any expected non-tax revenues that will be use to fund department activities, including an estimate to be received.

The application fees and other charges (consultant review fees) to applicants are used by the Planning Board to pay for professional review of an application's project and accompanying plans.



## PERSONNEL SUMMARY

**\$23,562.75**