Town of Lisbon

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MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Codes and Planning Re-Organization Ordinance - First Reading
Date: April 2, 2024

Summary

The ordinance delineates the creation of the Planning Director position, which aligns with the Council's 2024 strategic goals. The Council's directive to augment the town's planning support staff capabilities, as discussed in prior meetings. The Planning Director will be tasked with overseeing land use planning and code enforcement. This role would manage the planning and codes department's operations, including supervision of planning development and code enforcement activities.

The request for this new position is included in the Fiscal Year 2025 (FY25) budget proposal, which is pending approval. Recognizing the potential for budgetary constraints, the ordinance provides a flexible pathway for the Town Manager to appoint a contracted planner should the position not receive funding.

It is recommended that the Council review the attached ordinance to formalize the creation of the Planning Director position.

Recommendation

To approve the Codes and Planning Re-Organization Ordinance and set a Public Hearing for April 16, 2024.

Attachments

1. Ordinance creating planning director position