



Town Council Budget Hearing

LAND USE DEPARTMENT FISCAL YEAR 2024-2025

Land Use and Building Services

- ▶ **Consists of six full time and one part time employee plus intern**
- ▶ **Building Services staff responsible for ensuring safe construction of structures**
- ▶ **Planning and Zoning staff guides appropriate development, provides support to:**
 - ▶ **Planning and Zoning Commission**
 - ▶ **Conservation/Inland Wetlands Commission**
 - ▶ **Zoning Board of Appeals**
 - ▶ **Historic District Commission**

Land Use and Building Services

- ▶ **Building Services Department issued 387 building permits (not including minor electrical and plumbing permits) and conducted 1,642 inspections last year**
- ▶ **Planning and Zoning issued 426 zoning permits, 16 CCIWA, 5 Special Permits, in the past year**

Department Highlights: Online Permits

- ▶ **Building Services e-permit system is now online receive 60% of applications through the web portal easing the burden of in person applications;**
- ▶ **Building staff utilize mobile devices (Ipads) to process applications and inspections in real time in the field;**
- ▶ **Zoning applications and permits issued through epermit system;**
- ▶ **Next goal is online acceptance of zoning applications to create seamless online processing of zoning and building permits as well as**
- ▶ **Online processing of applications for Planning and Zoning Commission, Conservation/Inland Wetland Agency, Zoning Boards of Appeals, Historic District Commission.**

Department Highlights: Zoning Revisions

- ▶ Zoning standards impact town growth and development in innumerable ways, primarily to provide for the orderly development of land within town but can also be an impediment to desired growth and expansion.
- ▶ Myriad of conflicting standards that drive numerous variance requests and create confusion in application of standards
- ▶ Our goal is to provide for orderly development, but also to improve the ease and reduce the cost of doing business with the town
- ▶ Significant revision of zoning regulations will be completed within months
- ▶ Integration of epermit system Municipality with Catalis service request system

Department Highlights: Zoning Revisions

Welcome to Watertown!

Quick Start Guide

From the Zoning Map, identify the zoning district for the property you are interested in. The Zoning Map is available on-line at:

<https://www.watertownct.org/Departments/Planning%20&%20Zoning/Regulations%20&%20Plan/Zoning%20Map.pdf>

Then, go the section of the Zoning Regulations related to that district to learn about applicable provisions:

- [Section 1 = Residential Districts](#)
- [Section 2 = Business Districts](#)
- [Section 3 = Industrial Districts](#)
- [Section 4 = Special Districts](#)

The Regulations are constructed so that, if something is not clearly permitted, it is prohibited. Check with the Administrator of Land Use and Building Services or the Zoning Enforcement Officer if you have questions.



Start

Budget Synopsis

- ▶ **Projected Revenue Building Services: \$340,000**
- ▶ **Projected Revenue Land Use Department (all): \$73,500**
- ▶ **Developing revised fee schedule for increased revenue**
- ▶ **Total expenses Building Services/Land Use: \$591,518**
- ▶ **Request for full time Assistant Building Official**

Budget Synopsis: Notable Increases

- ▶ Request for full time Assistant Building Official
- ▶ Overtime now includes IT support for meetings
- ▶ Plotter expense budget for supplies and maintenance
- ▶ Request for new land use vehicle
- ▶ Retired two obsolete vehicles
- ▶ Remaining older vehicles subject to frequent repair

Budget Synopsis: Notable Increases

Fiscal Year	23-24	24-25 (proposed)	%	Difference
Assistant Building Official	\$44,310 (PT BO)	\$70,981	60.2%	\$26,671
New Vehicle	\$00	\$10,000	N/A	\$10,000
Plotter shared	\$4,200	\$5986	42.5%	\$1,786
Intern	\$9,000	\$10,000	11%	\$1,000
Overtime (with IT support)	\$1500	\$5000	233%	\$3500
TOTAL BUDGET	\$541,636	\$591,518	9.2%	\$42,957

Goals For The Next Fiscal Year

- ▶ **Implementation of Watertown's Vision (Plan of Conservation and Development)**
- ▶ **Continue to Streamline the Land Use Regulatory Process!!**
- ▶ **Fully implement the online e-permit system**
 - ▶ **Integrate building and planning systems for client ease of use**
- ▶ **Complete revision and edits of the town's zoning regulations**
- ▶ **Increase to the value of the Grand List**