

Planning Department

Mission Statement

The Office of Planning & Development and the Planning Board shall provide professional guidance and oversight for all major development projects within the city. The Planning Office and the Planning Board shall work to ensure that all new and ongoing development projects are performed in conformance with Massachusetts General Law Chapters 40A and 41. We seek to provide technical assistance to other City departments and appointed boards. We seek to administer a growth management plan that includes revisions to the Zoning Ordinance and the Subdivision Rules and Regulations.

The Office of Planning & Development shall provide professional management of the City's Community Development Block Grant Program. The professional staff works with the local public service organizations to meet the needs of Leominster's low/moderate income population. The office administers an effective housing rehabilitation program to assist low/moderate income residents and to eliminate slum and blight in the community.

Management Scorecard

Prior Year Accomplishments

- Sponsored Smart Growth Workshop
- Prepared Commonwealth Capital Application
- Prepared Updated applications and checklists
- Prepared the 1987 Subdivision Regulations for online
- Created a tracking board for subdivisions
- Phase 1 Re-organization of office files

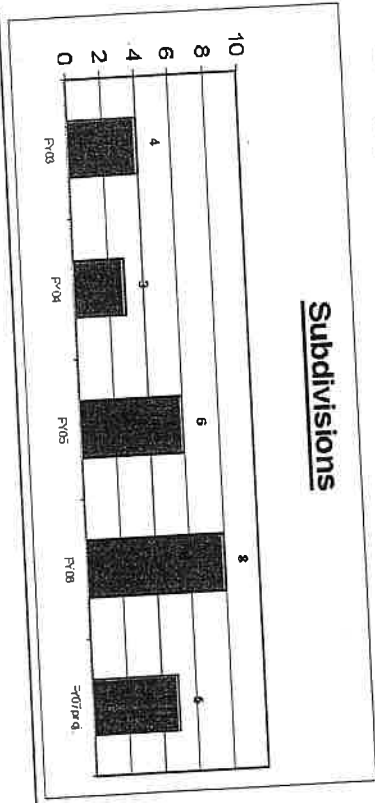
Selected Activity Highlights

| Activity | Measures of Quantity/Quality |
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| Preliminary Subdivisions | 3 applications submitted 3 applications approved |
| Definitive Subdivisions | 6 applications submitted 5 applications approved and one in process |
| Approval Not Required Subdivision Administration | 25 applications submitted 25 applications approved |
| Special Permits for Unaccepted Streets | 8 applications submitted 2 applications withdrawn |
| Site Plan Approval Administration | 28 applications submitted 3 applications withdrawn and 1 denied |
| Written Recommendations to the City Council | Thirty-three (33) written recommendations submitted |

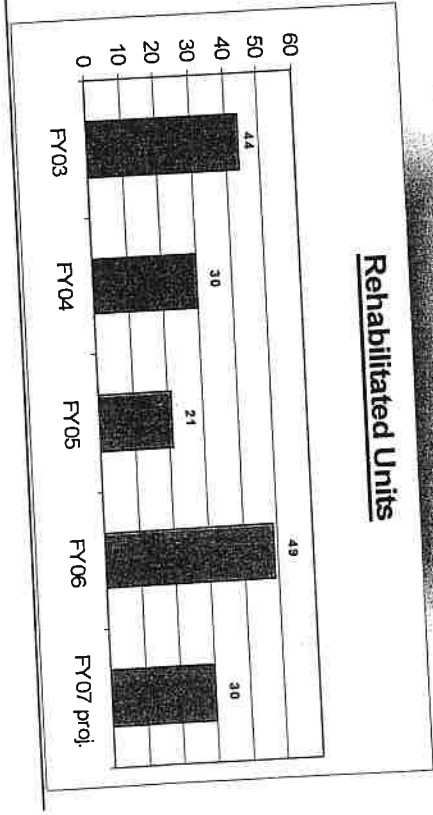
F.Y. 2007 Selected Program Objectives

- Develop policy for "infill housing" or housing on Municipal land
- Develop an Agricultural Commission/Right to Farm by-law
- Create a Transit Oriented Development District
- Amend Subdivision Regulations
- Amend and improve zoning regulations
- Continue to monitor ongoing subdivision and site plan projects
- Continue to administer the City's CDBG Entitlement Program
- Continue to manage the Tax Increment Finance Program

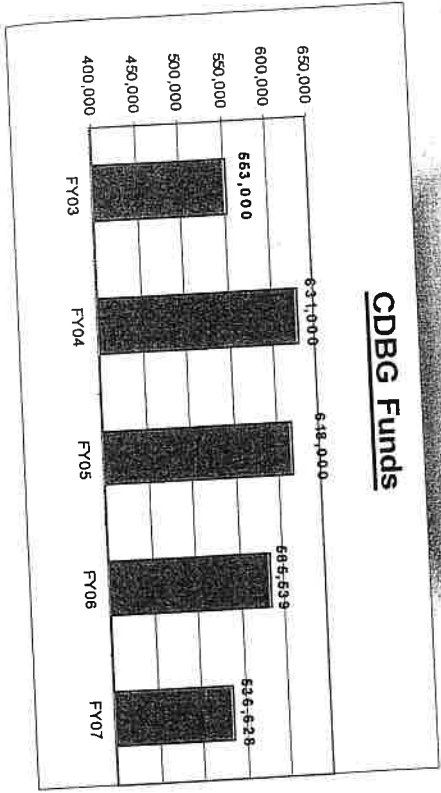
Under Massachusetts General Law and the City of Leominster Zoning Ordinance the Planning Board reviews all Subdivisions, Site Plan Approvals, Special Permit Applications for uses not in the Zoning Ordinance, Applications for Wireless Communications Facilities, etc. The Planning Board staff review all applications and solicit public input. The public is encouraged to attend and give input. Public hearings are held the first and third Tuesday of every month at 6:30 p.m.



The City continues to use Federal Community Development Block Grant funds to run an effective Housing Rehabilitation Program. The program received \$189,452.00 for fiscal year 2007 (program year 32) in which thirty (30) projects are projected.



The Office of Planning and Development is responsible for the administration of the Federal Community Development Block Grant Program. The City provides the maximum of 1.5% of its' C.D.B.G. allocation to Public Service activities.



The CDBG program is funded by the U.S. Department of Housing & Urban Development (HUD) which allows the City to grant funding assistance to numerous public service agencies as well as other organizations that are committed to with low-moderate income individuals in the community. Many of the aforementioned organizations provide outreach and assistance to the homeless community, victims of domestic violence, senior citizens and persons with special needs.

