

Emmitsburg Town Planner Report for March 2008

Susan H. Cipperly, AICP

1. Riparian buffer projects. Communications with Shannon Moore and Kay Schultz, Frederick Co. DPW, regarding planned riparian buffer projects for Community Park and Emmitsburg Elementary School property. Discussed code requirements with Dave Haller, and advised Shannon Moore regarding elements necessary to a riparian buffer plan. Reviewed plan submittals and revisions as they were received. Kept Denise Etris, Dave Haller, and Mayor Hoover apprised of status.
2. Continued research regarding traffic counts in Adams County and Emmitsburg Rte 140 using PennDOT Traffic info website and MD State Highway Administration website.
3. Attended State Planning Department meeting in Annapolis on 3/6/08.
4. Reviewed town and Frederick County permit process with Frank Henry. We developed procedures and communicated them to office staff.
5. Prepared letters regarding zoning and other code issues, coordinated with Frank Henry and Dave Haller.
6. Provided copies of revised ordinance sections to the State Planning archives, per their request.
7. Worked on water supply survey provided by Hilari Varnadore, Frederick County Planning
8. Read Thurmont Region Plan, specifically those portions relevant to development around Emmitsburg.
9. Participated in training re “Working with Difficult People” and “Effective Meetings”
10. 3/14/08 Attended Frederick County Planning meeting for town planners, also spoke with Frederick Co. Building Permit office to get current permit information.
11. 3/17/08 Attended Frederick County Commissioners meeting re the Thurmont Region Plan.
12. 3/18/08 Attended Emmitsburg Business and Professionals meeting with presentation by Frederick County Tourism Director.
13. Met with Dave Haller, Dan Fissell, Jimmy Click and staff from McCrone regarding treatment design for new water treatment facility. Toured existing water plant.
14. Met with purchasers of local business property and Frank Henry in office and on site to go over permit requirements.
15. Prepared comments for Walthern special exception application, and presented them at Board of Appeals meeting.
16. Kept track of potential ordinance changes and researched cluster provisions appropriate to Emmitsburg residential zones, per request of Town Council.