

Susan H. Cipperly, Town Planner

1. Attended the following Town meetings:
Town Meeting – 12.6.11
Required staff training re Harassment – 12.15.11
2. Attended Frederick County Planners meeting in Middletown on Dec. 9.
3. Prepared and presented materials for 12.6.11 Town Meeting regarding proposed change to Town Seal, to acknowledge founding/establishment date for Emmitsburg as 1785, rather than incorporation date of 1825.
4. Provided information to DCNR Forest Ranger for use in preparing a Forest Management Plan for College Mountain properties.
5. Heart of the Civil War Heritage Area – drafted letter of support for funding of program in MD State budget, for Mayor Briggs' signature.
6. Heart of the Civil War Heritage Area – Worked with MD Dept of Planning and Town Attorney to prepare a resolution confirming incorporation of the HCWHA in Emmitsburg Comprehensive Plan. Resolution will be processed via the Planning Commission and Town Board.
7. Welcome Center Meeting – Town hosted Frederick Co. Tourism meeting of northern Frederick Co. business and government representatives to discuss efforts to reopen the Welcome Center portion of the rest area on US 15, particularly in view of the 150th anniversary of the Gettysburg battle in 2013.
8. Toured Scott Road Farm building with Mayor Briggs to see condition of building, with view toward potential uses.
9. Supervised permit and enforcement programs. Staff sent grease trap reporting form/requirements reminder to facilities that have grease traps.