

Susan H. Cipperly, Town Planner

Town meeting attended on June 16, 2014. Presented helmet ordinance revision

1. Community Legacy grant program coordination – local
  - Advertised and distributed applications for June 12 deadline, and answered applicants' questions.
  - Received 6 applications seeking \$28,051.50 in grant funds
  - Met with CL committee to review applications and generate follow-up on some projects.
2. Community Legacy – State
  - Prepared and submitted July 1 quarterly report for CL FY2013 contract with DHCD
  - Worked on July1 quarterly report for CL FY2014 contract with DHCD.
  - Submitted reimbursement requests for two FY2013 projects.
3. Dollar General – Provided on-going follow-up information to engineering and architecture firms regarding outstanding items re site plan and subdivision plat.
4. Attended municipal governments' meeting on June 4 regarding FEMA mapping and survey efforts.
5. Attended MDP Planning Directors' Roundtable at Morgan State University, topic was IRR – Infill, restoration, revitalization.
6. Revised helmet ordinance and conferred with town attorney, then submitted it to the Town Board at June 16 meeting.
7. Provided comments/edits to Frederick County Planning Dept. re county water and sewer plan description of Emmitsburg's w/s system.
8. Ordered 100 storm drain medallions to complete work required in MDE MS-4 permit.
9. Spoke with Hampton Valley Road resident re bike trail being on his property. Provided mapping info and referred him to Comm. O'Donnell.
10. Sent Floodplain Ordinance revisions to town atty to put into town ordinance format.
11. Met with County Planner regarding potential methods for clustered development ordinance.
12. Prepared and sent annual MS-4 stormwater report to MDE.
13. Received signed MD Heritage Areas Authority agreement re next work for the square. Provided copy to Accounting.
14. Supervised code enforcement activity. Assisted the public with permit applications.