

Susan H. Cipperly, Town Planner

Meetings attended at town:

February 1 - Town Meeting

1. 2015 Comprehensive Plan
 - a. Provided CD copy of final plan to Maryland Dept. of Planning
2. Community Legacy Program
 - ❖ Continued coordination with DHCD regarding reimbursement requests, and reports.
 - Sent reminder letters to currently approved property owners to complete their projects ASAP when the weather permits it, so the town can meet its obligation to spend 50% of the FY2015 funding by June 2016.
 - Provided application forms and info upon request.
 - CL program file maintenance.
 - Created notices regarding due dates for next application rounds.
3. Geographic Information System (GIS)
 - a. Traveled to ALWI office for GIS training from one of their staff members.
 - b. Undertook online GIS training via ESRI site (software provider). Will be continuing effort.
 - c. Created basic maps needed for town projects.
4. Supervised Code Enforcement and Zoning activity.
5. Presented proposed ordinance amendments 16-01 through 16-06 to the Town Board on February 1, with the Planning Commission recommendations. All ordinances were passed.
6. Provided written and photographic materials for the new website which is underway.
7. Organizing computer and paper files.
8. Researched potential grant sources for lead paint abatement, without results.
9. Provided info and photos for new website.
10. Provided information re a Silo Hill property for a potential buyer, referred owner of a property outside of the Emmitsburg boundary to Frederick Co. permitting..
11. Spoke with Civil War Heritage Area staff regarding potential WWI monuments project.
12. Reviewed information from State Highway regarding potential taking of land in Flat Run stream bed, due to inability to identify owner during survey for bridge project.