

Susan H. Cipperly, Town Planner

1. Attended the following Town meetings:
 - Mayor's staff meeting –July 19
 - Town Council meeting – July 19
 - Planning Commission – July 26
2. Attended "Clerk's" meeting on July 28.
3. Met with Mayor Harris of Carroll Valley regarding the potential to expand existing Gettysburg bus line to Carroll Valley and Emmitsburg. Survey effort underway mid-July.
4. Zoning Text Amendment – Daughters of Charity proposal
 - Reviewed submitted materials, including text and housing study
 - Research and preparation of comments regarding the proposal
 - July 15 meeting with David Severn, Lou Vogel, and Dave Haller, clarifying that desire to install assisted living in St. Catherine's is a separate issue from current text amendment proposal for senior housing.
5. Continued follow-up on grease trap permit compliance.
6. Supervised code enforcement/zoning, permit issuance. Issues generally grass/weeds, debris piles, signage, inquiries/permits for home occupations, fences, pools and decks. Ongoing review of permit files to ensure compliance with town code and Frederick Co. requirements.
7. Sent to Maryland Dept. of Planning - Planning Commission Annual Report, which was approved by the Planning Commission at the June 26, 2010 meeting. (Filed with Town Council on August 2)
8. Southgate – Working to secure signed documents finalizing deed transfer.
9. Tourism/Economic Development. Conferred with John Feiseler regarding Frederick County Tourism resources relative to Emmitsburg tourism/economic development. Met with Mayor Hoover on this topic, as well.
10. Met with Mayor Hoover regarding work plan and priorities. Provided Town Council with work plan/topics to be worked on through the end of 2010.