

Susan H. Cipperly, Town Planner

1. Attended Planning Commission meeting Oct. 27. Provided reading materials regarding cluster development in the event that ordinance is referred by town board for Nov. meeting.
2. Attended Grand History Tour meeting at Gettysburg NMP regarding the economic benefits of the completed portions of the bicycle loop trail connecting Wash. D.C., Baltimore, Pennsylvania towns and Emmitsburg.
3. Community Legacy grant program coordination – local
 - Processed MHT review requests
 - Submitted reimbursement request to DCHC for 800 Frailey and gave out reimbursement check for 122 E Main.
 - Tracked progress of current projects, and funding utilization
4. Dollar General – Provided on-going follow-up to engineering and architecture firms regarding outstanding items re site plan, including storm water performance agreement.
5. Prepared cluster development ordinance and gave to Mayor Briggs and Dave Haller for their input, incorporated their changes.
6. Updated power point presentation for Mayor Briggs to present to 4th grades at both elementary schools in town.
7. Met with potential developers re concept plan for the commercial land east of US15.
8. Toured Seton Village with contractor and Jerry Muir in order to process U&O permit.
9. Provided info to press inquiry re CDBG funding for Seton Village.
10. Prepared Annual Report for Planning Commission to MDP. (Filed with Board on Nov. 3)
11. Supervised zoning and code enforcement activity.
12. Communicated with Homes for America regarding elements needed for final sign-off on project (e.g. impact fees).
13. Conferred with Frederick County GIS re addresses for 2 Emmitsburg locations.