

Susan H. Cipperly, Town Planner

Meetings attended at town:

October 5 - Town Meeting

October 26 - Planning Commission meeting

1. 2015 Comprehensive Plan.

- Prepared/presented power point for October 5, 2015 public hearing.
- Prepared resolution to adopt Catoclin Mountain National Scenic Byway Management Plan as part of the Comp Plan.

2. Community Legacy Program.

- Updated excel charts tracking projects. FY2014 grant funds used up.
- Took pictures of completed and ongoing projects for submittal with reports and for project files.
- Prepared several MD Historical Review requests for CL projects and provided follow info as requested by MHT.
- Processed check requests for reimbursement of owners.
- Processed grant agreements for projects approved by MHT.
- Coordinated with DHCD as needed.
- Provided information to assist the town's auditor as needed.

3. Met with a Geographic Information Systems provider (and J. Muir) to discuss town's needs and what functions are available. A proposed course of action will be provided by the vendor.

4. Supervised Code Enforcement and Zoning activity.

5. Created new display for kiosk on the Square, showcasing Community Legacy projects.