

Susan H. Cipperly, Town Planner

1. Attended Town Meeting Dec. 2 & Town Meeting agenda meeting in a.m.
2. Attended Frederick County quarterly planners' meeting Dec. 12.
3. Attended Journey through Hallowed Ground/Catoctin Byways meeting on Dec. 18.
4. Community Legacy grant program coordination – local
 - Met with Community Legacy Work Group to review project applications.
 - Submitted 105 N. Seton and 307 W. Main projects to MHT for review.
 - Prepared quarterly reports for CL FY2013 and FY2014 and sent to DHCD.
 - Tracked progress of current projects, and funding utilization, submitted reimbursement requests for completed projects.

 - 22 E. Main transformation took place during the week of 12/15 -12/19. Combination of weatherization grant money (window and door replacement) and CL money (paint, trim).
 - Documented projects via photos.
5. Dollar General status – Site is cleared, permits approved. Work will commence in 2015, as weather permits.
6. Attended Census data use training session at Frederick Co. planning office on Dec. 3.
7. Responded to inquiries from the public and regarding potential development projects, including the 507 E. Main vicinity.
8. Met Eastern Clock Company for delivery of clock for the square. Donated by MSM.
9. Supervised enforcement activity. Issues on E. Main re car lot have been addressed.