



# Planning Department Monthly Report

For the Month of: **September 2011**

## Past Month Highlights (Prioritized in order of significance)

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- Issued six Development Certificates, and the Sanitarian issued two Septic Permits
- Processed one R-of-W Occupancy Permit, one Approach Permit, and one Floodplain Certificate
- Attended the State Planner's Conference in Big Sky & participated in a panel discussion
- Received the Human Risk Assessment for the Roundhouse site from Tetra Tech
- Discussed the next phases of the Roundhouse project with Scott Payne of KirK Engineering
- Authorized KirK Engineering to collect surface water samples at the Roundhouse site
- Discussed EPA's return to the Roundhouse site this November with Joyce Ackerman
- Met with Brian Bartkowiak of the DEQ to review the agency's CFR Superfund activities
- Coordinated with Great West Engineering to retain a Landscape Architect for the Trestle site
- Reviewed the list of plant materials the DEQ specified for the Trestle site
- Discussed Planning Grant opportunities for the Roundhouse site with Alicia Stickney of the DNRC
- Prepared materials illustrating possible revisions to the Johnson Creek Trail
- Attended a CFTEK meeting to discuss the proposed changes to the Upper Clark Fork River Plan
- Reviewed the draft Pre-Disaster Mitigation Plan and provided comments to the consultant
- Conducted two road inspections with the Road Supervisor of District #1
- Attended the Arrowstone Park Board meeting

## Progress on Major Goals for the Year

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- **Provide professional assistance to the City of Deer Lodge**
  - Prepared visual aids for their public information meeting for the proposed Ordinance
  - Discussed zoning provisions with the Mayor and Planning Board Chairperson
- **Coordinate the County's GIS capabilities among the various user groups**
  - Discussed the possibility of employing Great West Engineering to provide GIS services

## Major Focus for Next Month

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- Prepare grant reports for the Third Quarter

## Items of Interest for the County Commissioners

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- Planning Board favorably recommended a Preliminary Plat for a Subsequent Minor Subdivision.
- Board of Adjustment met to review and decide upon revisions to their Bylaws

## Budget

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- Department used eight-percent of its budget in **August** and eight-percent for the year.
- Department used four-percent of its budget in **September** and thirteen-percent for the year.

## Upcoming Staffing Concerns

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- Attended a customer service training session