



# Planning Department Monthly Report

For the Month of: **January 2012**

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

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- Issued two Development Certificates (one temporary residence and one permanent residence)
- Prepared the EPA Urban Waters Grant Application (submitted on January 23<sup>rd</sup>)
- Submitted the Milwaukee Roundhouse Planning Grant (for \$50K) to the DNRC
- Composed & submitted the 2011 fourth quarter reports to the EPA, DNRC, and NRDP
- Conducted two separate Trestle site visits with Brian Bartkowiak of the DEQ
- Initiated revisions to the Right-of-Way Approach Permit (sought comments from Karen Laitala)
- Attended a CEDS meeting as well as the Headwaters RC&D Board meeting
- Oversaw the Cottonwood Creek Advisory Committee meeting and prepared their minutes
- Attended the NRDP Advisory Council in Deer Lodge
- Met with Will McDowell of WRC to discuss the prospect of the County applying for a DNRC RRGL
- Attended the Arrowstone Park Board meeting and prepared their minutes
- Met with Kathy Bair & Jodi Pauley to review the status of the Community Garden
- Attended the quarterly LEPC meeting
- Attended the PCEDC meeting

## Progress on Major Goals for the Year

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- **Provide professional assistance to the City of Deer Lodge**
  - Participated in a DNRC floodplain management training session held in the Council Chambers
- **Coordinate the County's GIS capabilities among the various user groups**
  - Conducted GIS training sessions with Kevin Bone of Great West Engineering

## Major Focus for Next Month

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- Prepare and submit the MLIA Grant (to upgrade the County GIS capabilities)
- Complete the revisions to the Right-of-Way Approach Permit
- Coordinate with Great West Engineering to use the remaining Roundhouse DNRC Grant funds

## Items of Interest for the County Commissioners

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- Need to appoint a new member to the Planning Board.
- Need to appoint a new member to the Arrowstone Park Board.

## Budget

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- Department used eight-percent of its budget in December and 32-percent for the year.

## Upcoming Staffing Concerns

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- The County Commissioners authorized revisions to the Planning Assistant's Job Description.