



SUSTAINABLE COMMUNITIES PROGRAM

APPLICATION FOR DESIGNATION RENEWAL

Eligible Applicants:

- *Local Governments with a Sustainable Communities Designation*
- *Local Government Consortiums with a Sustainable Communities Designation*

Application must be submitted
on or before the expiration date of
Sustainable Communities designation.

Maryland Department of Housing and Community Development
Division of Neighborhood Revitalization
2 N Charles Street, Suite 450
Baltimore, MD 21201
410-209-5800
<http://dhcd.maryland.gov/>

APPROVED BY
SGCC 5/11/2022

LARRY HOGAN
Governor
BOYD K. RUTHERFORD
Lt. Governor
KENNETH C. HOLT
Secretary
OWEN McEVOY
Deputy Secretary

Overview of Sustainable Communities

The Sustainable Communities Act of 2010 established a framework for reinvestment and revitalization of Maryland’s existing communities creating a single, locally designated geographic focus area. Since that time the “Sustainable Communities” designation has provided an efficient means of targeting scarce public and private resources for multiple State agency investments and prioritizations.

Purpose or Renewal and Streamlined Application

The Sustainable Communities (SC) designation must be renewed every five years. This renewal application provides an opportunity for local governments to update their existing SC action plan and report on the accomplishments made over the past five years. Through the renewal process, local governments can request additional technical assistance and highlight any areas from the original action plan for which progress must still be made.

Application Eligibility and Threshold Requirements

Local governments (municipal or county) are eligible to apply.

Eligible applicants are to reconvene their **Sustainable Communities Workgroup** to discuss the accomplishments and challenges of their Sustainable Community Action Plans in addition to any update they may like to make to the Action Plan. The applicant may choose to select new members to participate in the Workgroup. The purpose of this workgroup is to continue and reinforce working relationships and collaborations among local governmental departments and better align community development priorities and strategies. In addition, this is an opportunity to assess if the Workgroup would like technical assistance from State government agencies to implement certain action items or develop strategies to address local challenges.

Threshold Requirements

All Sustainable Community applications must meet the following threshold requirements:

- 1) Sustainable Community Area boundaries must be entirely within a Priority Funding Area (PFA) and should be an area in need of renewal and reinvestment that would benefit from a targeted long-term strategy. Applicants can verify Priority Funding Area boundaries by visiting the MDP website at:
<http://www.mdp.state.md.us/OurProducts/pfamap.shtml> ;
- 2) The proposed Sustainable Community is within or near a town center or transportation center, or there is a need for financing assistance for small businesses, nonprofit organizations or microenterprises;
- 3) The updated Plan must be consistent with other existing community or comprehensive plans;
- 4) A Sustainable Communities Workgroup is re-convened and a roster of members should be provided with the application.

Applications that do not meet these threshold requirements will not be considered.

Application Submission and Evaluation

The Sustainable Community application will be evaluated based on thorough assessment of strengths and weaknesses and how well desired outcomes, strategies and action steps are connected to the local conditions.

The first printed page of the electronic application is a Table of Contents. This should also serve as a checklist and be used to provide corresponding tabs. In addition to the hard copies of an application, all pictures and maps are to be submitted on a CD-ROM, or send via email to the Sustainable Communities project management team. Pictures should be in a JPEG format and maps should be in a pdf format. Please also include GIS shapefiles of Sustainable Community boundaries and other GIS related data.

Incomplete applications will not be accepted.

Deliver Sustainable Community Applications to:

Sustainable Community Application
ATTN: Olivia Ceccarelli-McGonigal
Division of Neighborhood Revitalization
Department of Housing and Community Development
2 N Charles Street, Suite 450
Baltimore, MD 21201
410-209-5826

Site Visits. Follow-up Discussion, Technical Assistance

Attendance at a minimum of one application consultation session is mandatory for all applicants. Consult with Olivia Ceccarelli-McGonigal at 410-298-5826 or by email at olivia.ceccarelli@maryland.gov if you would like to schedule a meeting.

During the application review process, the review team may make site visits and/or hold meetings with applicants. In addition, applicants may be contacted by the Department for follow-up discussions prior to awards.

When needed, the Department may offer technical assistance, in collaboration with the Maryland Department of Planning, to local governments with limited capacity to prepare their Sustainable Communities applications.

Approval

Approval of applications will be made by the Governor's Smart Growth Coordinating Committee on the recommendation of an inter-agency review team. The review team is coordinated by the Department of Housing and Community Development. The Governor's Smart Growth Coordinating Committee can defer the approval of a Sustainable Communities renewal to the Governor's Smart Growth Subcabinet.

All questions related to the application, please contact Olivia Ceccarelli-McGonigal at 410-209-5826 or by email at olivia.ceccarelli@maryland.gov or your regional project manager, found at this link:

<https://dhcd.maryland.gov/Communities/Documents/SRP/PM-Map-ContactInfo.pdf>

RENEWAL APPLICATION INSTRUCTIONS

The Sustainable Communities application for renewal has **three** sections:

A. Contact information, General Information, Organizational Capacity:

In this section, applicants are asked to update their contact information, provide information about demographic shifts over the past five years, discuss the strengths and weaknesses of their Sustainable Communities workgroup and share any technical assistance needs the workgroup may have.

B. Report on accomplishments over past five years:

The report is an opportunity to reflect on any accomplishments achieved in the Sustainable Community area. It is a tool used to evaluate if the SC applicant achieved its intended outcomes, implemented the strategies initially envisioned and identify what resources were used. Renewal applicants are encouraged to discuss how priorities, actions, and objectives were or were not achieved across the six elements listed on the previous page (v), including how any of the elements may have interrelated during the five initial years of SC designation.

C. Sustainable Communities Action Plan Update:

The Sustainable Communities Action Plan has been revised so that it is less time consuming and focused on developing a strategic implementation plan. Renewal applicants are encouraged to use their previous Sustainable Communities applications as a basis for their updated Action Plan. You may identify which weaknesses have not yet been addressed or which strategies have not yet been implemented. Include your revitalization priorities for the next five years, basing them on your community's current strengths and weaknesses.

SUSTAINABLE COMMUNITIES PLAN ELEMENTS

The table below provides a description of each subject area/element of the Sustainable Communities Action Plan. Included are examples of common strengths and weaknesses within each subject area and the types of projects that might be implemented to address said strengths and weaknesses.

ENVIRONMENT: Describes projects involving the natural environment, our use of natural resources, and our relationships to the natural environment.

This category includes projects focusing on (but not limited to): the quality of land, water, and air; watershed maintenance and preservation; tree canopies and green spaces; climate change mitigation and adaptation; energy conservation; green infrastructure; stormwater infrastructure and management; water and sewer capacity; recycling, pet waste, and organic waste programs; the mitigation of environmental hazards; and parks and recreation.

ECONOMY: Describes projects centered on economic growth and management.

This category includes projects focusing on (but not limited to): business attraction & retention; improving and maintaining the health of business districts, downtowns, and main streets; commercial vacancy reduction; workforce attraction and retention; employment/job training; marketing, branding, and tourism; improving or creating economic impact of cultural and historic assets; providing technical and financial assistance to businesses; commercial building acquisition, rehabilitation and/or adaptive re-use; and creating a sense of place and vibrancy through streetscaping and beautification.

TRANSPORTATION: Describes projects involving the way people in your community get from place to place.

This category includes projects focusing on (but not limited to): access to transit corridors; pedestrian safety and accessibility; sidewalks; alternative modes of transportation, such as bikeways and trails; public transit, such as bus and rail; carpooling; proximity to transportation centers; parking; and road conditions.

HOUSING: Describes projects involving the homes people in your community live or making it easier for them to find and stay in a place to call home.

This category includes projects focusing on (but not limited to): affordability; increasing homeownership; increasing rental housing; diversifying the kinds of housing available; improving housing condition (interior or exterior); housing programs; aging in place; preventing foreclosures; and reducing residential vacancies.

COMMUNITY HEALTH & QUALITY OF LIFE: Describes projects concerned with public health, community culture, and the day-to-day life of community residents.

This category includes projects focusing on (but not limited to): improvement of public safety and the reduction of crime; libraries; educational facilities and programs; health and wellness facilities and programs; senior facilities and programs; youth facilities and programs; facilities and programs for the disabled; civic amenities, access to quality food options; collaborations with faith-based organizations; arts and entertainment education; and homelessness prevention, services, and facilities.

LOCAL PLANNING & STAFFING CAPACITY: Describes projects concerned with a local government's ability to plan for the community's future and to meet the current needs of residents.

This category includes projects focusing on (but not limited to): updating zoning ordinances or land use; updating municipal/local policies, taxes, fees, etc.; increasing local government staff capacity; and updating planning documents like sector plans or comprehensive plans.

Additional Guidance for Developing the Sustainable Communities Action Plan

III. SUSTAINABLE COMMUNITY ACTION PLAN UPDATE

The Sustainable Community Action Plan (SC Plan or Plan) is meant to be a multi-year investment strategy – a strategic set of revitalization initiatives and projects that local partners believe will increase the economic vitality and livability of their community, increase prosperity for local households and improve the health of the surrounding environment. The Plan should be flexible enough to be updated regularly and renewed every five years as the community envisions new goals. The priority initiatives and projects identified in the action plan are your priorities for improving the livability of community places -- residential, commercial, or other public or private properties – and the sustainability of new work, retail, recreational and housing opportunities for residents. At the same time, the plan should only discuss the strategies that will impact the geographic area targeted for revitalization, so that resources have the best opportunity to have the intended effect. These projects can also be designed to reduce the environmental impact of the community through water and energy resource conservation and management strategies. In this way, the Plan can be a road map for local stakeholders as well as State agencies to work together to create a more a livable and sustainable community.

All communities submitted an SC Plan when the community earned its original designation. Some applicants may want to take advantage of the designation renewal process to outline new strategies, set new priorities or reaffirm existing strategies for their Sustainable Community. Changes to SC Plans may be due to changes in external factors affecting the community or changes in the priorities of the applicant.

Action Plan Guidance

The Action Plan section has been broken down into the same six categories as the Comprehensive Assessment section of this document. These parts address key components of your Sustainable Community Action Plan. Follow the guidelines below to fill out the matrix.

- 1) For each of the different sections, pinpoint essential strengths and weaknesses of your community.**
Example Transportation: Strength - Good sidewalk connectivity. Weakness - Insufficient amount of downtown parking.
- 2) Based on those strengths and weaknesses, formulate specific outcomes that address the most pressing issues or greatest potentials. Include a means of measuring the success of said outcome.**
Example Economy: Outcome – Expand broadband fiber optics in Town. Progress Measure - Linear measurement of fiber laid and number of residential and business connections.
- 3) After defining the outcomes, list detailed strategies (break down to several action steps if needed) that will serve as the means to achieve those goals.** Example Economy: Strategy - Increase number of Town sponsored events → Develop with community input, a series of weekend events that the Town could host.
- 4) List potential partners that can support the successful implementation of these strategies through different types of resources.** Example Economy: DHCD (Community Legacy program), Small Business Administration (Services and financial assistance) etc.

CHECKLIST AND TABLE OF CONTENTS

APPLICANT: Mayor and Council

NAME OF SUSTAINABLE COMMUNITY: Sharpsburg, MD

Please review the checklist of attachments and furnish all of the attachments that are applicable. Contents of the application should be tabbed and organized as follows:

X Section A - Sustainable Community Renewal Applicant Information

☐ **Section B – Sustainable Community Renewal Report (Projects, Strategies and Partners)**

☐ **Section C – Sustainable Community Renewal Action Plan Update (Matrix)**

☐ **Section D – Sustainable Communities Workgroup Roster**

☐ **Section E – Signature Letter (acknowledging Disclosure Authorization and Certification)**

☐ **Section F – CD-ROM:** The CD-ROM should include the following contents:

- If requesting a boundary modification, map in pdf format of the proposed Sustainable Community
- **GIS shapefiles of the modified Sustainable Community boundary** (if requesting a modification) and other GIS related data
- Photos (jpeg format) of your accomplished projects of the last five years (as indicated in Section B)
- Digital copy of completed Sustainable Communities Renewal Application

I. SUSTAINABLE COMMUNITY RENEWAL APPLICANT INFORMATION

Name of Sustainable Community:		Town of Sharpsburg, Washington County, MD	
Name of Applicant:		Russ Weaver, mayor	
Applicant's Federal Identification Number:		52-6019191	
Applicant's Street Address:		106 E Main Street, PO Box 368	
City: Sharpsburg	County: Washington	State: MD	Zip Code: 21782
Phone Number: 301-432-4428	Fax Number: 301-432-8990	Web Address: sharpsburgmd.com	

Sustainable Community Application Local Contact:

Name: Russ Weaver		Title: Mayor	
Address: all same	City:	State:	Zip Code:
Phone Number:	Fax Number:	E-mail Address: [REDACTED]	

Sustainable Community Contact for Application Status:

Name: Mia Parsons		Title: Councilmember	
Address: all same	City:	State:	Zip Code:
Phone Number:	Fax Number:	E-mail Address: [REDACTED]	

Other Sustainable Community Contacts:

Name: Carrie Estell		Title: Town Clerk	
Address: all same	City:	State:	Zip Code:
Phone Number:	Fax Number:	E-mail Address: [REDACTED]	

II. SUSTAINABLE COMMUNITY – General Information

A. Sustainable Community Boundary and Description

- (1) Are you requesting any changes to your Sustainable Community boundary? Describe why or why not? *No, we are not requesting changes. Our community is bounded on all sides by National Parks, agricultural lands, preservation and building easements.*
- (2) Include the following in as an attachment (if requesting a modification to your current boundary):
- a. PDF or JPEG of modified Sustainable Communities boundary map,
 - b. GIS shapefiles of modified Sustainable Community boundary (mapped to the parcel boundary),
- (3) Approximate number of acres of entire SC Area: 640
- (4) Existing federal, state or local designations:

Sustainable Communities Renewal Application - Section A

☐Main Street ☐Maple Street

☐National Register Historic District ☒Local Historic District ☐Arts & Entertainment District

☐State Enterprise Zone Special Taxing District ☐BRAC ☐State Designated TOD

☐ Other(s): *The commission was not set up, but with our historical survey that was recently updated, we are on our way.*

- (5) Describe the SC Area's current demographic trends (with respect to age, race, household size, household income, educational attainment, number of housing units, or other relevant factors). How have demographics changed in the last five years? *There has been little change in the past five years to the town. Most buildings and homes are historic. Our community is bounded on all sides by National Parks, agricultural lands, preservation and building easements.*

B. Organizational Structure, Experience and Public Input:

- (1) Describe any changes to the Applicant's organizational structure. Specifically, how has membership of the Sustainable Communities Workgroup changed in the last five years? Who are/were the leaders, and how will/did the Workgroup advisor or staff manage implementation of the SC Area Plan? *Our organizational structure changed as with the election, we have a new mayor, new council, a zoning administrator and a new town clerk.*
- (2) What have been the strengths and challenges of the capacity of the Sustainable Communities Workgroup with respect to implementation of the SC Plan? *Strengths of the Sustainable Community workgroup is that all stakeholders agree with the plan and challenges are meetings and getting agencies and other stake holders to meet. COVID lock-downs and government agencies were difficult to reach, but this has improved immensely.*
- (3) How did residents and other stakeholders in the community provide input to the Sustainable Communities Action Plan update? On which existing local plans (comprehensive plans, economic development plans, sector plans, etc.) is the Sustainable Communities Action Plan based? *We have a comprehensive plan in place, this plan was created by former council and planning commission, which is comprised of residents. The council meets, on average, once a month and the public is welcome. The plan was created with input from residents, council members and the planning commission.*
- (4) Would you like any technical assistance from State agencies to help expand the capacity of your SC Workgroup or implement your SC plan? Please describe with which revitalization strategies you would like assistance. *Unfortunately, we are unable to expand due to the land restrictions surrounding our municipality.*

SUSTAINABLE COMMUNITY RENEWAL REPORT

PART I: QUALITATIVE ASSESSMENT

Purpose:

The purpose of this assessment is to capture significant projects/ improvements that have been completed since the approval of your local government's Sustainable Communities designation.

In relation to the goals stated in your local government's Sustainable Community Action Plan, **please highlight at least three major accomplishments from the last five years**, including how you achieved them. When writing your narrative, consider the questions below and refer to the six elements discussed in the General Information section of this document (page iv) – Environment, Economy, Transportation, Housing, Quality of Life, and Land Use/Local Planning.

- 1) **Outcome:** Which outcomes identified in your Sustainable Community plan were you able to achieve?
- 2) **Projects:** Which projects did you implement in order to achieve the outcome? Also indicate when you started and completed these projects.
- 3) **Partners:** With whom (i.e. state agencies, local stakeholders) did you partner to complete projects?
- 4) **Impact:** What kind of measurable impact did the achieved outcome have on your community? Are there other intangible benefits?
- 5) **Photos:** Please also include pictures that depict your accomplishments.

[EXAMPLE] Descriptive Narrative: Please list the most significant accomplishments that apply

Example – Accomplishment 1

Outcome: Improved stormwater management

Projects:

Project 1: Stormwater Retrofit Plan – In October 2014, the Town Council approved the Town's stormwater retrofit plan which outlines various strategies and capital budget expenditures over the next five years. Strategies include reducing the amount of impervious surface in the community and improving stormwater management. One of the plan recommendations is to pass an ordinance that assesses an environmental protection fee on municipal permits.

Project 2: Green Streets – The Town added green elements to approximately 600 linear feet of roadway that had been experiencing severe flooding. Specifically, bioswales were constructed and trees were planted.

Partners:

Chesapeake Bay Trust – provided technical assistance

MD DHCD – provided financial assistance in form of a Community Legacy grant (totaling \$50,000).

Impact: The implementation of the projects had a significant impact on the community by improving stormwater runoff. The streets with the newly constructed bioswales no longer experience flooding.

Descriptive Narrative: Please list the most significant accomplishments that apply.

Accomplishment 1: Economy

Outcome: Identify re-use for town owned American Legion Building

Projects:

Created an open space for parking to help with the town's limited parking spaces. Area has a mural painted by a local artist depicting historical events and historical sites in town. The building was demolished to serve a purpose-to create a parking area for employees, residents and tourists. This helped a great deal with the parking issues that the town had. At any time, one can notice that the parking lot is being utilized and is almost at capacity during festivals, Wednesday evenings and nice summer evenings. The residents and tourists have commented on the beautiful artwork on the mural.

Partners: Local construction companies, (paving, survey, artist and lighting)

Impact: Tourists, visitors, employee and patrons have a designated area to park that is safe and appealing. This area has been utilized for some county pop up health/medical clinics. This current year the town added solar lighting to enhance safety and enhance the mural at nighttime.

Accomplishment 2: Improve Communication

Outcome: Improve communication between town for both existing and potential residents.

Projects:

Town has created and maintained a Facebook page that delivers updates, messages and utilizes the page as a communication tool. Posts are made at least once/week with many posts shared. The town has also revived the town's newspaper, The Town Crier, as an electronic version. It is emailed out monthly to over 100 households and is posted on our website and free hard copies are available at the library. The Town Crier captures residents' achievements, mayor and council meetings, communicates to the town about surrounding events. Historical, environmental and ecological projects are highlighted as well.

Partners: Mike Arant, Town Crier editor, Ed Beeler, Facebook admin, Sharpsburg Library staff

Impact: Gets information to the residents and helps collect local history

Accomplishment 3: Local Planning and Land Use

Outcome: Conservation of agricultural areas, historic structures as well as open space.

Projects: Remodeled the Antietam Battlefield visitor center. Additionally, the park on the corner of Main & Church Streets will be an informational resource to supplement the park's initiative.

Partners: We have continued to work with the town's historical society, The Antietam Academy and the Antietam Battlefield, in all efforts to conserve the historical battlefield area and historical housing in town. Tax credits for historical preservation is available to residents. The council has begun discussion on how to assist residents with historical conservations. There are tax credits and our zoning administrator had reached out to the county to research procedural details. Historic walls, Big Spring and The Calvary Lutheran Church Cemetery are projects currently being pursued by the town.

Impact: Historic integrity of the town maintained.

Descriptive Narrative: Please use this section to describe any major outcomes or projects from your last Sustainable Communities Action Plan that have NOT been accomplished and why.

Outcome: Increase recreational activities for both youth and adults.

Narrative: American Legion building was first considered to be used as a community center. The building was in much need of repair and served a better purpose to have a parking lot due to the lack of parking spaces in the business district.

****Current project open space, town is working to create a welcome center/historical park.**

Sustainable Communities Renewal Application - Section B

Outcome: Implement a ride share program, help residents to get to appointments and shopping.

Narrative: Due to the increased popularity of UBER, Uber eats, Door Dash and ride sharing programs, this was not fully implemented as these new delivery systems have assisted residents. The council recently started an informal community outreach and council members are trying to assist residents with certain tasks, (among rides, assistance during the holidays to name a few.)

Outcome: Provide housing types to ensure that adequate housing is available to every family and individual.

Narrative: Due to geographical constraints the town has a limited amount of housing, however, there are a variety of options, (rental houses and apartments) and a large variety of single family homes.

SUSTAINABLE COMMUNITY RENEWAL REPORT

PART II: COMPREHENSIVE ASSESSMENT

Purpose:

The purpose of the comprehensive assessment is to capture indicators of accomplishments in each Sustainable Community. Indicators should reflect the five-year time period since the adoption of the Sustainable Communities Action Plan. Thus, the following questions focus on the common outcomes that were identified in the various Sustainable Community Action Plans approved by the State. The assessment will be grouped in the sections of Environment, Economy, Transportation, Housing, Quality of Life, and Land Use.

Please answer the following questions to the best of your knowledge.

Check “YES” if applicable to your community. If you answer “YES” please quantify the accomplishment (i.e. Q: Has there been an increase in the number of businesses in your Main Street/commercial district? A: YES 4 new businesses have opened in the past five years). If necessary, please also provide a short description of the accomplishment.

Please check “NO” if the question item did not have any impact on your community. If you answer “NO” please briefly summarize what kept you from achieving your plan’s desired outcomes.
Check “N/A”, if the question item does not apply to your Sustainable Community.

Sustainable Communities Renewal Application - Section B

ENVIRONMENT	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has there been an improvement in water quality? Have you completed any projects intended to improve water quality? Ex. impervious surface reduction, stormwater improvements etc.		X		<ul style="list-style-type: none"> • Mayor and council are aware of water issues. Council voted to give each household a water rebate to offset high cost of water/sewer in town. • Repair buffer at town run by BP lot
2. Have you improved wildlife habitat in your community? Ex. native plantings, pollinator gardens, rain gardens	X			<ul style="list-style-type: none"> • Local girl scout troop planted a butterfly garden in town's park, a 30x30 garden area. • Red bud tree (native tree) planted by the library in the town's park. Tree will also offer shade to a very sunny area. • Tree replacement plans on Main Street, all replacements will be native species.
3. Have you increased access to green space, parks or outdoor recreational opportunities?	X			<ul style="list-style-type: none"> • The town has made the Sharpsburg Town Park's pavilion free of charge for residents to use for outside gatherings. • Purchased one acre for interpretive park and recreational use
4. Have you implemented operational sustainability practices (example: town hall enhancements) and or community-based practices? (ex. Rain barrels or rain gardens at residences, recycling, composting etc)	X			<ul style="list-style-type: none"> • Brush pickup is done annually, and the debris is chipped for mulch/wood chips to be used in our park. • Streets are cleaned/swept twice a year. • Increased regular street and community property maintenance. • Updated Town Hall lighting to LED via Empower MD • Assisting Empower MD roll out
OTHER:				

Sustainable Communities Renewal Application - Section B

ECONOMY	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has there been an increase in the number of new businesses in your Main Street/ Commercial District?	X			<ul style="list-style-type: none"> • Short term rental was granted for a B & B by our BZA. • The amount for personal properties taxes for businesses has increased
2. Did the Municipality/ Sustainable Community area receive any designations that support local economic development?		X		<ul style="list-style-type: none"> • Applications were not known to the former council and mayor
3. Has there been an increase in foot traffic in the Main Street/commercial district?	X			<ul style="list-style-type: none"> • Museum attendance has increased, town museum opened in 2017, attendance increased each year with 2021 being its best yet, however, the attendance is still impacted by Covid. The museum's attendance has increased by 50 times, from 5 per month at the beginning to the current attendance of about 200 people per month.
4. Have the number of commercial vacancies decreased?	X			<ul style="list-style-type: none"> • One business reversed to a residential property.
5. Has there been an increase in local jobs within the Sustainable Community for its residents?	X			<ul style="list-style-type: none"> • Town Hall participated in a summer jobs program with the Western Maryland Consortium. • Community property maintenance, the owner of the property maintenance company, that attends to the maintenance is a resident of the Sustainable community • Town hall and library cleaning, the owners of the cleaning company are residents within the Sustainable community.

Sustainable Communities Renewal Application - Section B

TRANSPORTATION	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Has the amount of bike trails/paths increased? How many linear feet do the trails cover?		X		<ul style="list-style-type: none"> The size of the town does not justify the installation of independent bike trails independent of the town's current roadways.
2. Have there been improvements to the public transit infrastructure?		X		<ul style="list-style-type: none"> Sharpsburg does not have an public transit systems, (no buses).
3. Has there been an increase in sidewalks? (Amount in linear feet). Were accessibility elements added, such as more ADA-accessible ramps and signage/signals? Has there been a noticeable increased use of these walking places?			X	<ul style="list-style-type: none"> We are working collaboratively with the Sharpsburg Historical Society on walking tours to include in our newly purchased public park.
4. Have there been any roadway improvements that support "Complete" or "Green" streets?		X		<ul style="list-style-type: none"> The new pocket park should be designed with permeable surfaces where feasible
5. Has traffic congestion along major roads decreased? (Amount in percent)			X	<ul style="list-style-type: none"> These measurement is not traceable due to the size and capacity of the staff and town operation.

Sustainable Communities Renewal Application - Section B

OTHER:				
HOUSING	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. Have any residential facades or interiors been improved? Has the energy efficiency of any housing units been increased?	X			<ul style="list-style-type: none"> We are aware of many facades' improvements especially on Main Street and we believe these exterior improvements due to permits being issues...after speaking with many of the residents, council knows of interior improvements. Investigating state's façade improvement program Investigating Empower MD to improve other lighting
2. Has the home ownership rate increased?	X			<ul style="list-style-type: none"> As of the writing of this report, there are only two homes for sales which is a substantial reduction from the last application that stated 10-12 houses were for sale. Number of abandoned houses is three, there is no one living on these properties; however, taxes and yard are in compliance. One – two new constructions annually
3. Has there been an increase in the number of housing units in the Sustainable Community area? What number and/or percent are affordable? How many are within .5 miles of a transit stop?			X	<ul style="list-style-type: none"> No new buildings, we are a rural village with limited to no growth potential. We have no transit system.
4. Has there been demolition of blighted properties?		X		<ul style="list-style-type: none"> Currently there are no properties that are beyond repair or need demolition. The town did demolish an old building to create a tourist/visitor parking lot.
5. Has the residential vacancy rate decreased?	X			<ul style="list-style-type: none"> Yes, residential vacancy has decreased; there are only two homes for sale.

Sustainable Communities Renewal Application - Section B

6. Has the jurisdiction partnered with any community development corporations to improve its housing stock, increase the availability of affordable housing, or support those experiencing homelessness or being threatened with eviction? Has the jurisdiction initiated any of its own programs to do the same?		X		<ul style="list-style-type: none"> These are not issues that the town has faced.
7. Has there been an increase in homeownership counseling services or individuals accessing such services?			X	
OTHER:				
COMMUNITY HEALTH & QUALITY OF LIFE	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan's desired outcomes?
1. How many historic properties were renovated/improved? To your knowledge, did the renovations mitigate certain environmental hazards such as lead and asbestos?	X			<ul style="list-style-type: none"> There have been several improvements to some outside homes, at the time of this writing, there are four homes that are in the process of being renovated. Improvements to structures are required to file a permit with our zoning administrator.
2. Have there been improvements and/ or additions to your public or community available spaces? Examples include museums, community centers, public plazas, murals and public art.	X			<ul style="list-style-type: none"> Town Museum opened in October 2017, attendance has increased each year Mural depicting historical elements to town in central parking lot Many improvements were made to the Mark Smith Park, (park was thoroughly cleared of debris and brush, benches, landscaping improvements, signage, flagpole, dog tag memorial, patriotic mural and lighting)

Sustainable Communities Renewal Application - Section B

3. Are there opportunities for residents to gather, communicate and celebrate? Do they serve multi-generations and all populations in the community? Examples are wide-ranging and may include fairs, community history days, neighborhood meetings, etc.	X			<ul style="list-style-type: none"> • Trick or treating • Memorial Day Parade • Christmas Tree decorating • Museum reopening festival • Founders Day Fair • Monthly mayoral and council meetings • Various meetings open to the public, (Battle of Antietam, Historical Society, Library programs, & the Antietam Institute.
4. Have there been any changes in access to health and wellness services? Examples include mobile clinics, hospitals, telehealth opportunities.	X			<ul style="list-style-type: none"> • Washington County Health Department offered Covid testing two different times during the pandemic. Improvements to: • Fishing Pond, (annual fishing tournament)-brush cleared, pathway for handicapped accessibility. • Playground with tennis courts, jungle gym and basketball-mulched, painted and cameras to be installed • Little League fields, (two)-(painted and landscaped)
5. Are there any residential health and wellness opportunities in place (i.e. athletic facilities, recreational indoor/outdoor courses or groups)?	X			<ul style="list-style-type: none"> • Library offers movies, book clubs, story times and are open to the public • Town Hall hosts historical talks and are open to the public. Geographic constraints and the small size of the town do not allow for this type of amenities. • Zoning restrictions are in place to limit chains, bog box stores to maintain the residential intent of the town. • Community Park
6. Do all residents have access to healthy food options such as fresh food grocery stores, farmers markets, community gardens, etc., within the Sustainable Community?		X		<ul style="list-style-type: none"> • However, there are many options that are in proximity, two fresh grocery stores, (Weiss market & Food Lion), Farm Fresh Egg market, Sunny Meadows Market, Houser's Market and Battleview Market. • Many local farmers who sell their products
7. Has there been a decrease in crime rate?			X	<ul style="list-style-type: none"> • Crime is essentially non-existent and instances per year have been flat or decreased for decades.

Sustainable Communities Renewal Application - Section B

8. Do all residents have access to the Internet and other basic utilities and services?	X			<ul style="list-style-type: none"> There are internet “hubs” where residents can connect to the internet, (town hall, library, and elementary school.). When these places are closed, residents can still utilize these hubs as they do not “turn off.” Comcast cable is available to all residents, if they chose not to pay for household internet, the above hubs are an option.
LOCAL PLANNING & STAFFING CAPACITY	YES	NO	N/A	If YES, specify in quantifiable units and compare values from the last five years If NO, why not? What kept you from achieving your plan’s desired outcomes?
1. Have there been any infill developments?		X		<ul style="list-style-type: none"> Due to surrounding areas, new development is almost impossible. We are surrounded by a National Park, National Cemetery and agricultural lands.
2. Has there been an increase in the amount of preserved/protected land?	X			<ul style="list-style-type: none"> Town recently purchased one acre for a pocket park. Town is currently in the process of purchasing the Big Spring and the town inherited the Mount Cavalry Lutheran Cemetery.
3. Have there been any developments hindered by growth constraints? If so, please describe. Example constraints could be inadequate infrastructure, insufficient zoning density/intensity, or lack of buildable land.			X	<ul style="list-style-type: none"> Due to the area within the Sustainable Community, new building and/or construction are very limited. County and state zoning issues and the surrounding areas are either a National Park, a National Cemetery or are agricultural lands.
4. Have there been any zoning or policy changes that have fostered growth or redevelopment in your Sustainable Community?	X			<ul style="list-style-type: none"> The town’s Board of Zoning Appeals had a hearing and accepted a short-term rental in our residential zone; this property will serve as a B& B. The BZA created a town center community zoned district.

Sustainable Communities Renewal Application - Section B

5. Have there been any significant improvements to the municipal infrastructure within the Sustainable Community (i.e. street lighting, water/sewer lines)?	X			<ul style="list-style-type: none"> • Solar lighting in new parking lot • Mayor and council currently seeking well drilling bids • Planned Main Street Streetscape improvements, (this summer, 2021 we had a survey conducted by an arborist to give a report on the trees/shrubs/greenery of the town's Main Street. The suggestions of that report will be acted upon.
6. Have you hired any new staff members, reassigned duties, or procured the services of a contractor to increase or better align local capacity? Have you implemented any professional development programs?	X			<ul style="list-style-type: none"> • Hired new zoning administrator who brings a wealth of information and experience • Hired new town clerk, she attended QuickBooks classes online and a nonprofit online seminar. • Hired new town maintenance company, who is local and able to address town issues in a timely manner • Retained accounting/QuickBooks consultant
7. Has your community initiated or completed any planning efforts that will support the Sustainable Community area, including comprehensive planning, small area planning, or planning studies?	X			<ul style="list-style-type: none"> • Town has a planning commission that includes residents which meet bimonthly. • Town has an updated comprehensive interpretive workshop for planning open space. • Conducted Visitor experience planning session for community members to provide strategic element for our Interpretive Plaza

Sustainable Communities Renewal Application - Section B

COMPETITIVE FUNDING: Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation.	Source (federal, state, foundation, etc.)	Amount Received	If no funding was received, what technical or other assistance from the state would help with future applications?	Other Notes
Community Legacy (CL): <ul style="list-style-type: none"> • • • 	DHCD			
Strategic Demolition Fund (SDF): <ul style="list-style-type: none"> • • 	DHCD			
Community Safety & Enhancement Program:	MDOT			<ul style="list-style-type: none"> • Research & review
Maryland Bikeways Program:	MDOT			<ul style="list-style-type: none"> • Research & review
Sidewalk Retrofit Program:	MDOT			<ul style="list-style-type: none"> • Research & review
Water Quality Revolving Loan Fund:	MDE			<ul style="list-style-type: none"> • Research & review

Sustainable Communities Renewal Application - Section B

COMPETITIVE FUNDING: Use the rows below to list competed funds sought for sustainability or revitalization projects since receiving Sustainable Communities designation.	Source (federal, state, foundation, etc.)	Amount Received	If no funding was received, what technical or other assistance from the state would help with future applications?	Other Notes
Other Funding Programs: <i>examples are U.S. HUD Community Development Block Grants (CDBG), or grants from USDA, EPA, Appalachian Regional Commission, Chesapeake Bay Trust, Maryland Heritage Areas Association, Preservation Maryland, Safe Routes to School, Maryland Rural Development Corporation, Maryland Energy Administration, Maryland Department of Natural Resources, etc.</i> *Please add more rows if necessary				
Stabilization of Antietam Train Station Museum	MHAA Washington Co. Hagerstown Model Railroad Museum	19,000 10,000 2,000		
Purchase ground for pocket par/interpretive plaza	MD DASR-POS	63,000		
Plaza and Cemetery	Lutheran Church	11,500		

COMPETITIVE FUNDING: Are there any types of projects/needs for which your Sustainable Community needs funding; however, there isn't a funding source?

Sustainable Community Action Plan

Sharpsburg, MD

Example Section

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> Insert bulleted list of strengths (provide some detail as to why and how this is a strength in your community) 	<ul style="list-style-type: none"> Insert bulleted list of weaknesses (provide some detail as to why and how this is a weakness in your community)

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
<p>Outcomes should be considered end results of actions and strategies. Based on the strengths and weaknesses, identify the strengths on which you would like to build and the challenges you would like to address.</p> <p>Progress Measure: What will you use to measure success toward outcome? Is it quantifiable or qualifiable?</p>	<p>Identify strategies that will help your community to achieve each identified outcome to the left. If applicable, break down each strategy into specific action items that outline different steps of the strategy. Specify how you are planning to achieve the desired outcomes.</p>	<p>Which community stakeholders need to be involved to realize each action step and strategy? Name specific public and/or private sector partners.</p>
<p>Example Outcome 1: Code violations and complaints are reduced in the Sustainable Community residential areas.</p> <p>Example Progress Measures: Code violations reduced by 25% in Sustainable Community residential areas</p>	<p>Example Strategy A: Review and revise, as needed, code compliance program to reduce frequency and number of residential code violations.</p> <p>Example Action 1: Complete analysis of code violations over the past five years to determine areas, both geographically and topically, for which code violations are most frequent.</p> <p>Example Action 2: Conduct outreach program to determine barriers to code compliance.</p> <p>Example Action 3: Analyze code compliance program for potential inefficiencies and opportunities for proactive engagement.</p> <p>Example Action 4: Pursue façade improvement funding to assist low-income homeowners overcome barriers to code compliance.</p>	<p>Maryland Department of Planning, Maryland Department of Housing, County Planning Department, local homeowners association</p>

Environment

This section describes projects involving the natural environment, our use of natural resources, and our relationships or access to the natural environment. This category includes projects focusing on (but not limited to): the quality of land, water, and air; tree canopies and green spaces; green infrastructure; habitat improvement, climate change mitigation and adaptation; nuisance flooding.; stormwater infrastructure and management; water and sewer capacity; energy conservation; recycling, pet waste, and organic waste programs; the mitigation of environmental hazards; and parks and recreation improvements.

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> • Water & sewer-system is operated and maintained by the county. Town has a filtration plant of 0.23 million gallons. Limited population growth is anticipated and there are concerns regarding future water capacity. • Land for agricultural & conservation use-most of the land surrounding the town is not hampered by shallow soil and steep slopes as these are reserved for agricultural purposes. This protects the historical aspects of the town. • Trash collection & street lighting-both are provided and maintained by the town. 	<ul style="list-style-type: none"> • Water & sewer- High cost of water and sewer is a continued concern for the town's residents. The cost of processing surface water continues to rise as non-environmental regulations are issues. Many of the town's residents are on a fixed income. • Lack of public open space for recreation.

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
<p>Outcome 1: Utilize Open Space for recreational purposes</p> <p>Progress Measures: Park and Big Spring open to the public</p>	<p>Strategy A: Hold an in-service, in person workshop to gauge public opinion of park ideas/purposed</p> <p>Strategy B: Purchase two vacant lots for open space/recreational/park space</p> <p>Strategy C: Park on vacant lots to address ecological concerns, mobility and exercise options as well as historic elements.</p> <p>Strategy D: Town to purchase Big Spring and add historic elements to this parcel land.</p>	<p>Local vendors and local companies who specialize in park design and implementation, Project Open Space funding, Heart of the Civil War Heritage, Antietam Institute, Save Historic Antietam Foundation (SHAF)</p>
<p>Outcome 2: Assist residents with the high cost of water and sewer</p> <p>Progress Measures: Well water to supplement water source</p>	<p>Strategy A: Seek out county to assist with adding to their existing water treatment facility.</p>	<p>County Commissioners, Washington County Water Quality Local and county legal partners Local well drilling companies</p>

Sustainable Communities Renewal Application - Section B

Economy

This section is centered on economic growth and management.

Strengths and weaknesses might focus on the following: business attraction & retention; improving and maintaining the health of business districts, downtowns, and main streets; commercial vacancy reduction; workforce attraction and retention; employment/job training; marketing, branding, and tourism; improving or creating economic impact of cultural and historic assets; providing technical and financial assistance to businesses; commercial building acquisition, rehabilitation and/or adaptive re-use; and creating a sense of place and vibrancy through streetscaping and beautification.

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> Has maintained a small-town charm due to limited growth and an ordinance that prohibits chain businesses and franchises. This charm is also due to development easements, historical preservations and land preservation. Antietam Battlefield brings in tourists and visitors Work with the county and their tourism department to promote town and its events along with businesses that are in town Little League hosts various tournaments which attract visitors Commercial properties located in town include auto repairs, bank, dog groomer, three B & Bs, two taverns, six churches, post office, quilt shop, art supply shop, ice cream shop, two landscape companies, insurance company, hair salon, gift shop, accountant, and art studio. Commercial businesses have increased, and their purpose is centered on the needs of the town's residents. Parking lot created to meet the needs of the business district. Proximity to C&O Canal, (bike visitors) Proximity to Hagerstown, Frederick, Rt. 70 and Rt. 81 	<ul style="list-style-type: none"> Limited development potential, boundaries restricted by federally owned land as well as agricultural preservation easements Infill development too limited for future population growth projections Poor bike connectivity within town and to C&O Canal

<u>Desired Outcomes and Progress Measures</u>	<u>Strategies and Action Items</u>	<u>Implementation Partners</u>
<p>Outcome 1: Attract businesses</p> <p>Progress Measures: Increase number of businesses residents can access and utilize</p>	<p>Strategy A: Promote cottage/office industries</p> <p>Strategy B: Hold events that residents can learn about home-based businesses and with businesses that are consistent with the town's comprehensive plan.</p>	<p>Small business organizations, home based business groups. Speak with real estate owners to know intentions of store front businesses that are vacant.</p>

Sustainable Communities Renewal Application - Section B

<p>Outcome 2: Maintain historic feel</p> <p>Progress Measures: increased public engagement with historic preservation events/materials.</p>	<p>Strategy A: Inform residents and property owners of tax credits for historical preservation</p> <p>Strategy B: Offer talks and/or seminars about historical preservations and projects</p> <p>Strategy C: Develop a set of guidelines/zoning features that is easily understood and available to the public</p>	<p>Historical society, library, zoning administrator</p>
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Transportation

This section describes the way people in your community get from place to place.

Strengths, weaknesses and outcomes can focus on: access to transit corridors; pedestrian safety and accessibility; sidewalks; alternative modes of transportation, such as bikeway and trails; public transit, such as bus and rail; carpooling; proximity to transportation centers; parking; and road conditions.

Strengths	Weaknesses
<ul style="list-style-type: none"> Town's size makes it exceptionally walkable. Many streets that intersect with Main Street have sidewalks. Accessibly-town is 20 minutes from a MARC stop, MD 34, MD 65 is present, and the town is close to Routes 70 & 81. 	<ul style="list-style-type: none"> Many of the town's sidewalks are damaged and are in need of repair and/or replacement Lack of bikeways/bike paths. While we get a small number of bike visitors we could get more if there was a bike lane or path that connected the town to the C&O Canal along Snyder's landing.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Sidewalks to be fixed/repaired/replaced/built.</p> <p>Progress Measures: Portions of town to repair sidewalks in phases</p>	<p>Strategy A: Get bids and pricing for this project</p> <p>Strategy B: Offer residents a portion or % of the cost to fix and/ or repair sidewalks. Use grant money, (American Rescue Plan) to improve Main Street streetscape to upgrade sidewalks in general throughout town.</p>	<p>MDOT, county commissioners</p> <p>Local paving companies, (Craig's paving and D&H paving have been contacted</p>
<p>Outcome 2: Bike path or walk way from the town to areas of the town from pocket park.</p> <p>Progress Measures: creation of bike path walk way to areas in town that are highlighted in the park</p>	<p>Strategy A: Seek out B&B owners of idea-could use hotel motel income to generate a pathway.</p> <p>Strategy B: New pocket park will have parking and built-in infrastructure in pocket park and have bike racks that will encourage increased ridership</p> <p>Strategy C: Bike path/walkway creation from pocket park</p> <p>Strategy D: Park completion</p>	<p>Local companies to design, implement and execute park</p> <p>MDOT (Ms. Bernal district 6) 410-545-5659</p> <p>Antietam Institute-walking and bike trails & Recreational Trails, Ms. Ladota 410-545-8552 Project Open Space</p> <p>Interpretive Direction LLC</p>

Sustainable Communities Renewal Application - Section B

Housing

This section focuses on the homes in which people in your community live or making it easier for them to find and stay in a place to call home. Strengths, weaknesses and outcomes might focus on the following: affordability; increasing homeownership; increasing rental housing; diversifying the kinds of housing available; improving housing condition (interior or exterior); housing programs; aging in place; preventing foreclosures; and reducing residential vacancies.

Strengths	Weaknesses
<ul style="list-style-type: none"> Few vacancies-only two homes for sale Bedroom community, (residents work and commute to DC and Baltimore-88% of land is devoted to residential use; community is also home to retirees and a few residents use as a vacation home There are 342 homes in town and most single family. There are three buildings that rent apartments Homes are affordable, average price range is 235-280K with a medium listing of \$178/ft There are three large buildings that are used as rentals, all three are in good shape one with an improved staircase There are three B&Bs in town and an Air B&B which assists tourists who want to extend their stay 	<ul style="list-style-type: none"> Many homes need repair, (exterior and interior) 35% of homes are renters Population has decreased by 3.5% Housing needs are minimal There are quite a few seniors that live in Sharpsburg and there could be a need to offer information about aging in place.

Desired Outcomes and Progress Measures	→ Strategies and Action Items	→ Implementation Partners
<p>Outcome 1: Assist residents with providing knowledge about historical tax credits</p> <p>Progress Measures: Number of residents/property owners filing zoning paperwork for improvements.</p> <p>Outcome 2: Assist residents with providing knowledge about home renovations that offer aging in place.</p> <p>Progress Measures: Numbers of residents attending informational sessions about home renovations specific to aging in place.</p>	<p>Strategy A: Guest lecturers</p> <p>Strategy B: Cottage/home office industry</p> <p>Strategy A: opinion poll about a need/desire for home renovations for aging in place</p> <p>Strategy B: informational sessions about home renovations specific to aging in place.</p>	<p>County and library partnerships</p> <p>Sharpsburg Lions Club</p> <p>Home renovation companies that specialize in aging in place</p> <p>Utilize Town Crier, our local newsletter to survey residents if there's an interest in programs for owners to age in place, making renovations to assist older residents</p>

Community Health and Quality of Life

This section is concerned with public health, community culture, and the day-to-day life of community residents.

This category includes projects focusing on (but not limited to): improvement of public health including improving community design to promote healthy behaviors such as walking and strengthening community support and connectedness through health and wellness programs and facilities that create inclusive communities. These projects may include built environment, indoor spaces, outdoor environments such as increasing community gardens and access to services including educational facilities and programs; health and wellness facilities and programs that serve multi-generations; senior facilities and programs; youth facilities and programs; facilities and programs for the disabled; civic amenities, access to quality food options; collaborations with faith-based organizations; arts and entertainment education; and homelessness prevention, services, and facilities. Projects should include community engagement that includes participation in the selection of strategies and outcomes, progress reports, and evaluation.

Strengths	Weaknesses
<ul style="list-style-type: none"> • Safe community, low crime • National historic district • Town has a playground-Lonnie Crampton Park, little league park, town pond, & veterans park-Marc Smith Park • Close to Antietam Battlefield, (programs and walking/jogging trails) • Located in Washington County, walking distance to a newly built elementary school. • Active fire department with EMS service • Sharpsburg Historical Society is active • Sharpsburg Library • Strong community connectivity • Programs for youth-scouts, little league, painting studio, library programs, • Town has an active Facebook page and Town Crier, (monthly newspaper) • Town meetings/activities/programs are posted on social media and at local businesses and the post office • Monthly mayoral and council meetings 	<ul style="list-style-type: none"> • Town has limited number of staff and programs that support the community are limited, (however, the new planning commission along with the new mayor and council are trying to assist the town's residents as much as possible) • There is minimal participation in mayoral and council meetings, (since the new administration there is an average of 5-7 residents and there are plans to get out in the community-Meet the Mayor and Connect with the Council are in the planning stages) • Proximity of medical facilities • Many residents receive social security and are on a fixed income

Desired Outcomes and Progress Measures	→ Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Provide space and advertising for free programs that the Washington County Health Dept. offers that would benefit our residents, (COVID screening, BP, flu shots,</p> <p>Progress Measures: Number of residents participating and feedback.</p>	<p>Strategy A: Reach out quarterly to WCHD and local hospital</p> <p>Strategy B: Advertise any programs for residents</p>	<p>Washington County Health Department, Library</p> <p>Use of Town Crier to investigate what health information and/or services residents would like to have provided</p>

Local Planning and Staffing Capacity

This section is concerned with a local government's ability to plan for the community's future and to meet the current needs of residents. Strengths, weaknesses and outcomes might focus on the following: updating zoning ordinances or land use; updating municipal/local policies, taxes, fees, etc.; increasing local government staff capacity; and updating planning documents like sector plans or comprehensive plans.

Strengths	Weaknesses
<ul style="list-style-type: none"> Town center zoning in place for business district that prohibits chains and franchises Very low commercial tax rate, taxes have not been raised in recent years Water rebate recently provided for all residents Town Museum is staffed by a full time volunteer 	<ul style="list-style-type: none"> Town capacity is limited due to the surrounding areas, (farm/rural land, national park)

Desired Outcomes and Progress Measures	→ Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Conserve agricultural and historic structures as well as open space</p> <p>Progress Measures: update and add structures to the town's historic inventory</p>	<p>Strategy A: Execute planning and zoning that is consistent with the comprehensive plan, no rezoning will be considered unless special requests are made by an appeal process</p> <p>Strategy B: Have a survey of historic structures and non-structures are included as contributing to historic nature of town, (i.e., walls, cemeteries, Big Spring), to aid the inventory of the town.</p>	<p>Zoning administrator, Historical Society Maryland Department of Planning MD Historical Trust SHAF National Park Service</p>