



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/>

LARRY HOGAN, *Governor*

KENNETH C. HOLT, *Secretary*

BOYD K. RUTHERFORD, *Lt. Governor*

TONY REED, *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 OF 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 ASSISTANCE

If a local government has limited capacity, staff from the Maryland Department of Housing and Community Development (DHCD) and Department of Planning (MDP) will be available to assist local government officials through the application process.

Please contact your Regional Project Manager at DHCD if you would like to request or learn more about this assistance (see page iv for contact information).

SUSTAINABLE COMMUNITIES BENEFITS

The benefits of a Sustainable Community designation are substantial. The SC designation is a threshold requirement for application to several Maryland Department of Housing and Community Development revitalization programs (such as the Community Legacy Program and Strategic Demolition Fund listed below). Other programs from both the Department and other State agencies offer additional points or preference in the application process. The Sustainable Communities designation provides access to a suite of resources that can support housing and community development, local transportation enhancements, tax credit programs and programs to support a healthier environment. Taken together, these resources can promote safer, healthier and more attractive communities for families to live and put down roots.

Community Legacy Program is administered by the Maryland Department of Housing and Community Development and provides local governments and community development organizations with financial assistance to strengthen communities through such activities as business retention and attraction, encouraging homeownership and commercial revitalization. Community Legacy funds are restricted to Sustainable Community Areas.

Strategic Demolition Fund is administered by the Maryland Department of Housing and Community Development and provides grants and loans to local governments and community development organizations for predevelopment activities including demolition and land assembly for housing and revitalization projects.

The Strategic Demolition Fund catalyzes public and private investment in the reuse of vacant and underutilized sites. These funds are restricted to Sustainable Communities.

Application Eligibility and Threshold Requirements

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

Eligible applicants are to convene 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;
- 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 Evaluation

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

Priority Funding Areas

All Sustainable Communities must be located entirely within a Priority Funding Area. Applicants can verify Priority Funding Area boundaries by visiting the MDP website at:

<http://www.mdp.state.md.us/OurProducts/pfamap.shtml>

Application Training

The Department will be hosting various webinars for communities planning to submit a renewal application. Attendance at a minimum of one application training session is strongly encouraged for all applicants. Contact your Regional Project Manager (contact information page iv) to schedule an application training or verify when the webinars will be scheduled.

Application Submission

Applications will be submitted both electronically/digitally and via postal mail. Each applicant must submit **one** hard copy of their application with all required attachments. DHCD reserves the right to not consider incomplete applications.

The first printed page of the electronic application is a Table of Contents (see page vii). This should also serve as a checklist and be used to provide corresponding tabs. In addition to the digital copy of the application, all pictures and maps are to be submitted on a CD-ROM or flash drive. Pictures should be burned to the CD in a JPEG format and maps should be burned to the CD in a pdf format. Please ALSO include GIS shapefiles of Sustainable Community boundaries and other GIS related data if a boundary change is requested. Be sure to label your files on the CD-ROM appropriately, i.e., “Proposed Sustainable Community Boundary,” “Current Sustainable Community Boundary,” etc.

No incomplete applications will be accepted.

Deliver Sustainable Community Applications to:
Sustainable Community Application
ATTN: Mary Kendall
Division of Neighborhood Revitalization
Department of Housing and Community Development
2 N Charles Street, Suite 450
Baltimore, MD 21201

Site Visits, Follow-up Discussion

During the application review process, the review team may make site visits, hold meetings or have for follow-up discussions with applicants prior to designation approval.

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.

Contact Information

All questions related to application content, please contact your regional project manager. Regional contacts listed in the table on the next page.

DIVISION OF NEIGHBORHOOD REVITALIZATION, STATE REVITALIZATION PROGRAMS REGIONAL PROJECT MANAGERS		
<p>REGION 1:</p> <ul style="list-style-type: none"> • Northwest Baltimore City • Northwest Baltimore County <p>Larry Brown Assistant Director Phone: 410-209-5819 Email: larry.brownjr@maryland.gov</p>	<p>REGION 2:</p> <ul style="list-style-type: none"> • Northeast Baltimore City • Northeast Baltimore County <p>Garland Thomas Project Manager Phone: 410-209-5803 Email: garland.thomas@maryland.gov</p>	<p>REGION 3:</p> <ul style="list-style-type: none"> • Southeast Baltimore City • Southeast Baltimore County • Anne Arundel County <p>Olivia Ceccarelli-McGonigal Project Manager Phone: 410-209-5826 Email: olivia.ceccarelli@maryland.gov</p>
<p>REGION 4:</p> <ul style="list-style-type: none"> • Southwest Baltimore City • Southwest Baltimore County • Howard County <p>Nick Mayr Project Manager Phone: 410-209-5842 Email: nicholas.mayr@maryland.gov</p>	<p>REGION 5: Western Maryland</p> <ul style="list-style-type: none"> • Allegany • Frederick • Garrett • Washington • Carroll <p>Sara Jackson Project Coordinator Phone: 410-209-5812 Email: Sara.jackson@maryland.gov</p>	<p>REGION 6: Washington DC Metropolitan</p> <ul style="list-style-type: none"> • Prince George’s • Montgomery <p>Duane Felix Assistant Director Phone: 410-209-5825 Email: Duane.Felix@maryland.gov</p>
<p>REGION 7: Upper Eastern Shore</p> <ul style="list-style-type: none"> • Harford County • Caroline • Cecil • Kent • Queen Anne’s • Talbot <p>Ashlee Green Project Manager Phone: 410-209-5815 Email: Ashlee.Green@maryland.gov</p>	<p>REGION 8: Lower Eastern Shore, Southern Maryland</p> <p>Lower Eastern Shore</p> <ul style="list-style-type: none"> • Dorchester • Somerset • Wicomico • Worcester <p>Southern Maryland</p> <ul style="list-style-type: none"> • Calvert • Charles • St. Mary’s <p>Ashlee Green Project Manager Phone: 410-209-5815 Email: Ashlee.Green@maryland.gov</p>	

SUSTAINABLE COMMUNITIES PLAN ELEMENTS

Ongoing designation as a Sustainable Community is contingent upon the continuation, expansion, and/or modification of a multi-year investment strategy that addresses the topic areas of Environment, Economy, Transportation, Housing, Quality of Life, and Land Use/Local Planning. The table below provides a non-exhaustive list of ideas that can be incorporated into each element as they are addressed in the sections that follow in this application.

ENVIRONMENT: Environmental accomplishments and objectives may include improvement of quality of land, water, air or watersheds, increased tree canopy, mitigation or adaptation to issues related to sea level rise, reduction of carbon footprint, improved energy conservation, access to local foods, green infrastructure, stormwater infrastructure/management, construction of parks, trails and other recreation facilities, recycling, improved water and sewer capacity, etc.

ECONOMY: Economic accomplishments and objectives may include increased regional accessibility, business attraction/retention, improved health of the business district and decreased commercial vacancies, improved accessibility to employment opportunities and economic drivers, adopted local policies/regulations that encourage economic growth, enhanced marketing and tourism, improvements to cultural and historic assets, etc.

TRANSPORTATION: Transportation accomplishments and objectives may include increased access to transit corridors, improved pedestrian safety and increased accessibility/sidewalks, alternative modes of transportation, such as bikeways and trails, public transit, such as bus and rail, carpooling, improved parking and road conditions, etc.

HOUSING: Housing accomplishments and objectives may include an increase in affordable, workforce or market rate housing, either for homeownership or rental, improved housing conditions and values, increase in housing programs, reduction in foreclosures and residential vacancies, increase in property values and home sale values, etc.

QUALITY OF LIFE: Quality of life accomplishments and objectives may include crime, socio-economic demographics, educational opportunities, museums, libraries, historic and cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc.

LAND USE/LOCAL PLANNING: Land use accomplishments and objectives may include changes to zoning, improved land use policies, increase/decrease in taxes and fees, etc.

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. Qualitative and Comprehensive 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.

CHECKLIST AND TABLE OF CONTENTS

APPLICANT: Town of Berlin

NAME OF SUSTAINABLE COMMUNITY: Berlin

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:

- 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**
 - Pictures (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 – General Information

A. Sustainable Community Boundary and Description

- (1) Are you requesting any changes to your Sustainable Community boundary? No, not at this time.
- (2) Describe why or why not? Our boundary covers nearly all of our town.
- (3) 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),
- (4) Approximate number of acres of entire SC Area: 2000
- (5) Existing federal, state or local designations:
 - 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):
- (6) 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?

The Town of Berlin’s Sustainable Community area has seen significant growth with two major housing projects (Cannery Village and Ocean’s East on the east side of Berlin). Cannery Village was designed as a WORKFORCE development housing and Ocean’s East is driven by local economy.

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?

In the past 5 years we have added a new Economic and Development Director and in turn added a support employee. Our elected officials changed by two individuals. The Berlin Main Street GREEN TEAM helps to support our goals and initiatives as it relates to our downtown Main Street District.

Sustainable Communities Renewal Application - Section A

- (2) What have been the strengths and challenges of the capacity of the Sustainable Communities Workgroup with respect to implementation of the SC Plan?

The strengths have been the town leaders and Planning Commission working with developers to have new projects and new businesses with the Main Street Coordinator. The community and business owners have worked well together. We have added 28 new businesses and there have been 22 approved façade grants approved. Of the 22 applications approximately 18 have been completed. The good news/strengths are the people have remained the same but their drive for improvement continues. Within the Town over the course of the past 5 years we have addressed our prior challenges that relate to housing and redevelopment.

- (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 had a number of RESILIENCE meetings where ALL citizens of the Town were invited. These meetings were facilitated by an outside organization through the University of Maryland. There were 3 total meetings plus a separate meeting that included all Department Heads from the Town. These meetings were held in 2019.

- (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.

The Town of Berlin is always looking for assistance to incorporate positive change for the citizens.

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) **Pictures:** 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:

Outcome: Improved stormwater management

Projects: Flower St. culvert replacement /off line wetland construction (1.5 acres). Total nitrogen removed per year 2082 lbs. per year. Total phosphorous removed per year 264 lbs. 85 tons of suspended solids removed per year.

William St. culvert replacement /off line wetland construction (.1 acre). Total nitrogen removed per year 258 lbs. per year. Total phosphorous removed 35 lbs. per year. 10.5 tons of suspended solids removed per year.

Partners: DNR grants, Coastal Bays, Berlin Intermediate School (BIS)

Impact: Helped to improve flooding and run off water quality.

Accomplishment 2:

Outcome: Acquired a large parcel of land for future development that is being used as a passive park.

Projects: The Town purchased approximately 90 acres of land on the north side of town. The property was a closed poultry processing plant. The property has been named, "Berlin Falls Park". The vision is to improve this property over time, but the immediate impact has been that we established a passive park for citizens to walk and to observe nature. We have placed interruptive signage throughout the property. We have an established Storm Water Pollution Prevention Plan (SWPPP). We have also established a committee of citizens to gather their input and vision. The local university, Salisbury University, has a group of students working to place pollinator gardens and bee boxes.

Partners: EA Engineering, MDE, Jim Rapp/Dave Wilson,

Impact: Not only has the Town increased available park space but there is a significant amount of land that can be used in the future for many different types of venues.

Accomplishment 3:

Outcome: The Town has constructed a new/state of the art Police Station and Emergency Operations Center

Projects: In 2018 we constructed a new 7,500 sq/ft Police Station. Energy efficient. 100% natural gas generator with 100% coverage of the existing structure.

Partners: DBF, Willow Construction, Crosby and Assoc.

Impact: We have a state of the art facility. Quality of life for this department has been significantly enhanced. Many regulatory standards have now been met. The new facility is located on one of our major highways therefor making is smarter and easier for our police department as well as our partners to gain access.

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: Parking is still an open issue. The Town continues to search for alternatives and recently we completed a phase 1 of a contracted mobility and parking study.

Narrative: With tourists traffic tripling over the past 5 years the issue with parking continues to grow. We are in hopes of finding a resolution in the near future.

Outcome:

Narrative:

Outcome:

Narrative:

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?	X			Built two offline wetlands one approximately 3 acres and one about 1 acre. These wetlands will help filter stormwater runoff and help with the coastal waters.
2. Has the amount of impervious surface in your Community been reduced? (Amount in SF)	X			We implemented a stormwater utility in July of 2013 and have required per the MDE regulations to reduce the amount of impervious areas for redevelopment. Approximately
3. Have there been improvements and/ or additions to your park and/ or recreational green space?	X			The purchase of a former poultry processing plant and land added approximately 70 acres to the Town's park inventory. The lands include two ponds which are an attractant to local wildlife.
4. Did the Sustainable Community implement any recycling or waste reduction programs?	X			In 2018 we started a single stream recycling center located near the new Berlin Park. It is available to residents and businesses at no expense. The Town continues to do door to door recycling pick-up but it must be separated.
5. Do all residents have access to healthy food options (i.e. fresh food grocery stores, farmers markets etc.) within the Sustainable Community?	X			The town sponsors a weekly farmers market and there are fresh food grocery stores in town. The names of the independent food retailers are: Go-Organic, J&M Meat Market, Gilbert's Provisions, Baked Desert Café and On-What -Grounds Coffee. We also have 1 chain grocery store (Food Lion).
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			There have been 130 new businesses opened in the last 5 years.
2. Did the Municipality/ Sustainable Community area receive any designations that support local economic development?	X			The Town of Berlin has just been designated an Opportunity Zone.
3. Has there been an increase in foot traffic in the Main Street/commercial district?	X			Since we became a Sustainability Community and a Maryland Main Street Community, our foot traffic has tripled. We order 40,000 merchant maps and event rack cards – triple what we used to order.
4. Have the number of commercial vacancies decreased?	X			We are currently at 95% capacity.
5. Has there been an increase in local jobs within the Sustainable Community for its residents?	X			With the increase of businesses, the need for employees has also increased. The new Jack Burbage Cancer Center which is affiliated with our local hospital, just opened and will be expanding their workforce as well. The local car dealer was acquired by new ownership and is expanding.
OTHER:				

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			The newly acquired property about 70 acres has a trail that travels around the ponds roughly 4205 feet. A walking path from Cannery Village to Flower St. is 633 ft. We are also in the process of a grant cycle for a bikeway/pedestrian walkway from the newly acquired park property to downtown. If we get to completion on this it would add approximately 2600 linear feet.
2. Have there been improvements to the public transit infrastructure?	X			While there is limited public transportation there is a set schedule as to when the buses operate. We did establish a covered bus top and we did add lighting to this location.
3. Has there been an increase in sidewalks? (Amount in linear feet)	X			Approximately 9565ft. of new sidewalk was added.
4. Have there been any roadway improvements that support "Complete" or "Green" streets?	X			Gay St. was rebuilt completely with new water, sewer and storm drains and sidewalks Baker St. repaired and retained historic concrete bed in center
5. Has traffic congestion along major roads decreased? (Amount in percent)	X			In 2017, SHA has posted new signage that states to drivers entering town limits on Rt 113 that they are entering an Urban Area. The speed limit was decreased from 55 mph to 45 mph. There is significant construction on US Rt 113 south of Berlin. This has been a long-term project with the end result being a dualization of this major highway from the southern boarder of Maryland/Virginia to the Delaware line.
OTHER:				

Sustainable Communities Renewal Application - Section B

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 been improved?	X			The town offers a Façade Improvement Grant for it's downtown buildings which many have upper level apartments. Many of the improvements have been for new windows, paint and awnings.
2. Has the home ownership rate increased?	X			45 new single-family dwellings have been erected.
3. Has there been an increase in the number of housing units in the Sustainable Community area? What number and/or percent are affordable?	X			Approximately 270 housing units in the community have been added. Approximately 50% are at or below market rate.
4. Has there been demolition of blighted properties?	X			4 home demolitions have been completed.
5. Has the residential vacancy rate decreased?	X			We have made strides to reduce vacant housing. There has been significant emphasis on remodeling of substandard units.
OTHER:				

Sustainable Communities Renewal Application - Section B

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. Has there been a decrease in crime rate?	X			In the past 5 years there has been an overall decrease in crime in Berlin. For the years 2013-2016 there was a continuous decreased in crime year after year, then in 2017 there was a 5.1% increase from prior year then in 2018 there was a 5.7% decrease from 2017. Overall for the past five years there has been a 31.4% decrease in crime. The crimes that were used as benchmarks are: Homicide, Rape, Robbery, Assault, Burglary, Larceny/Theft, and motor vehicle theft.
2. Have there been improvements and/ or additions to your public spaces (i.e. museums, community centers, public plazas)?	X			Approximately \$435,000.00 has been spent on parks improvements including complete removal and replacement of four basketball courts and the addition of benches and bleachers, and the purchase and installation of a public restrooms building, both in William Henry Park, and the complete renovation of four tennis courts in Stephen Decatur Park.
3. Has there been an increase in public art/ arts & entertainment programs/venues (i.e. murals, movie theatre, music events)?	X			We have doubled our yearly events by adding outdoor movie nights, a new mural, Shakespeare on Main Street and Oktoberfest. We have also added live music and kids activities to our Farmers Markets.
4. How many historic properties were renovated/improved?	X			Since receiving 2 Community Legacy Grants to operate our Façade Grant Matching Program there have been 26 properties that have taken advantage of the funding. There were 2 complete building renovations without using Façade Grant funding also. All properties have retail on the first floor and apartments on the 2 nd floor.
5. Are there any residential health and wellness opportunities in place (i.e. athletic facilities, recreational indoor/ outdoor courses or groups)?	X			Basketball courts at Henry Park and tennis courts, walking path and fitness stations at Stephen Decatur Park. We also have a Wellness Session at some of our events. This is when Worcester County Health Department brings their staff and they conduct wellness screenings.
OTHER:				

Sustainable Communities Renewal Application - Section B

LAND USE/ LOCAL PLANNING	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			Eleven infill lots have been developed.
2. Has there been an increase in the amount of preserved/protected land?	X			The acquisition of a former chicken processing plant. About 70 acres.
3. Have there been any developments hindered by growth constraints?			N/A	
4. Have there been any zoning or any policy changes that have fostered growth in your Sustainable Community?				Gay Street was re-zoned to allow for commercial use due to the growth of business in our downtown. A new mixed-use facility now has retail on the first floor and apartments on the second floor. Additional parking was also added.
5. Have there been any significant improvements to the municipal infrastructure within the Sustainable Community (i.e. street lighting, water/sewer lines)?	X			Approximately \$3.4 million in stormwater improvements have been completed. New sewer and water line to serve Cannery Village. Replaced and increased water and sewer lines on Gay Street.
OTHER:				

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"> • Façade Improvement • MIP – Wayfinding signs • 	DHCD	\$130,000 \$11,000		
Strategic Demolition Fund (SDF): <ul style="list-style-type: none"> • • 	DHCD		The Town has not made application for this yet. We have started the process of demolition of smaller buildings at our newly acquired park (Prior poultry plant). The main building will probably be demolished at some time in the future.	
Community Safety & Enhancement Program:	MDOT			
Maryland Bikeways Program:	MDOT			
Sidewalk Retrofit Program:	MDOT			
Water Quality Revolving Loan Fund:	MDE			

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				
Federal Emergency Management Administration (FEMA)	Federal	\$124,000		
Maryland Department of Natural Resources (DNR) - \$965,000	State	\$965,000		
Department of Housing and Community Development Community Development Block Grant (CDBG)	State	\$800,000		
Maryland Coastal Bays Program	State	\$10,000		

Sustainable Communities Renewal Application - Section B

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

As we have stated more than once the Town is in need of additional parking or transportation to and from outlying areas. We have entertained the idea of a parking garage but the cost is significant.

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.

Guidance for completing the Action Plan can be found on the next page.

Action Plan Guidance

The document 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.

Sustainable Community Action Plan

Town of Berlin

4/24/2019

Environment

(Environmental strengths and weaknesses can include but are not limited to quality of land, water, air, watersheds, tree canopy, risk of sea level rise, carbon footprint, energy conservation, access to local foods, green infrastructure, stormwater infrastructure/management, parks, trails and recreation, recycling, water and sewer capacity, etc)

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> • Nature trails at the Town's new property at prior Tyson Poultry Plant • Offline wetlands installed at two locations (approx. 3 acres) • The Town is in the process of constructing a submerged gravel wetland (approx. ½ acre) at the intersection of Graham Street and Old Ocean City Blvd. This is the final phase of our long term plan to alleviate some of the flooding issues in town • The Town promotes environmentally friendly practices, like providing reusable shopping bags to visitors and residents at no charge • The Town is Sustainable MD Certified; corresponding workgroup conducts Clean Up Berlin Day and Pollinator Gardens in Town's parks • Engineered stormwater management plans are required of all new developments • Stormwater projects recently completed on Williams, West, Broad Streets, and Cedar and Graham Avenues • Trash, recycling receptacles installed on Main Street, including cigarette recycling receptacles • Recently reduced electric utility rates for citizens and businesses • Resiliency element of comprehensive plan now under planning board review 	<ul style="list-style-type: none"> • Stormwater quality continues to be a problem; nitrogen and phosphorus runoff is a persistent issue. • Limited open space accessible to the public

<p><u>Desired Outcomes and Progress Measures</u> Based on the strengths and weaknesses identify the strengths on which you would like to build and the challenges you would like to address. What outcomes are you trying to achieve? Where/ in what area do you want those changes to happen? → Progress Measure: Identify how you will know that you have achieved your outcome.</p>	<p><u>Strategies and Action Items</u> 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><u>Implementation Partners</u> Which community stakeholders need to be involved to realize each action step and strategy? Name specific public and/or private sector partners.</p>
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<p>Outcome 1: Improve stormwater management</p> <p>Progress Measures: Enhanced square feet of permeable surface in future growth areas. The Town has constructed numerous submerged gravels and off line wetlands. The primary focus of these wetlands is to focus on water quality from runoff. Current statistical data:</p> <p><u>Flower Street (Hudson Branch) Offline Wetlands</u></p> <p>Location: On vacant land between Bay Street and Flower Street along Hudson Branch.</p> <p>Drainage Area = 249.3 acres</p> <p>BMP land Area = 1.5 acres</p> <p>Nutrient Reduction Values:</p> <p>TN = 2082.2 lbs/yr</p> <p>TP = 264.3 lbs.yr</p> <p>TSS = 84.56 tons/yr</p> <p><u>William Street (Hudson Branch) Offline Wetlands</u></p> <p>Location: At confluence of Hudson Branch and main tributary between William Street and Hudson Street.</p> <p>Drainage Area = 109.7 acres</p> <p>BMP Land Area = 0.09 acres</p> <p>Nutrient Reduction Values:</p> <p>TN = 258 lbs/yr</p>	<p>Strategy A: Increase the amount of permeable surface in new growth areas that can absorb stormwater by enforcing compliance with Town requirements for new developments</p> <p>Strategy B: Monitor quality of stormwater runoff to measure nutrient output since stormwater projects on Williams St, West St, Broad St, Cedar Ave and Graham Ave</p> <p>Strategy C: Explore alternate funding sources for permeable surface installation in Town. The Town is exploring several alternatives in the “Downtown” area. Looking at using permeable pavers on several spots vs. a non-permeable paver.</p>	<p>Town staff, DNR, DHCD</p>
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<p>TP = 35 lbs/yr</p> <p>TSS = 10.5 ton/yr</p> <p><u>Graham Avenue Submerged Gravel Wetlands</u></p> <p>Location: Old Electric Substation land between Old Ocean City Blvd and the intersection of Nelson Street and Graham Avenue</p> <p>Drainage Area = 9.39+ acres</p> <p>BMP Land Area = 0.30 acres</p> <p>TN:142 lbs/yr</p> <p>TP: 14 lbs/yr</p> <p>TSS: 3.5 ton/yr</p>		
<p>Outcome 2: Significantly increase open space/park space and citizen usage of park space.</p> <p>Progress Measures: Square feet of new park space; amount of programs that take place in new park space; establishment of a town greenbelt</p>	<p>Strategy A: Establish an advisory committee to gather ideas as to what kind of programming the citizens of Berlin want in new park space. The Town purchased a close poultry plant within Town limits. This property is in excess of 75 acers. The committee is gathering their visions as to what the Town can do with this new open space.</p> <p>Strategy B: Establish additional park space on available lots Action 1: Assess locations for new green space Action 2: Continue investment in park amenities like signage and promotion.</p> <p>Strategy C: Engage residents and stakeholders to explore the possibility of establishing an Urban Growth Boundary</p>	<p>DNR, DHCD</p>

<p>Outcome 3: Promote environmentally friendly practices.</p> <p>Progress Measures: Increased participation in energy and recycling programs, reduced demand for single-use plastics</p>	<p>Strategy A: Continue providing reusable shopping bags free of charge</p> <p>Strategy B: Promote Town’s free energy audit and single-stream recycling drop-off programs, as well as Clean Up Berlin Day and pollinator gardens to residents</p> <p>Strategy C: Develop a workplan for implementing the Town’s new resiliency element in the comprehensive plan.</p> <p>Strategy D: In addition to curb side recycling the Town now offers a single stream recycle option where residents may drop off their recycles at a designated location in Town. We are also looking at contracting our refuse and also providing single stream curb side recycling. The Town partners with Maryland Coastal Bays to implement environmentally friendly practices on many fronts.</p>	<p>Berlin Chamber of Commerce, Sustainable Maryland Certified Green Team</p>
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Economy

(Economic strengths and weaknesses can include but are not limited to regional accessibility, business attraction/retention, health of the business district and commercial vacancies, workforce/employment and economic drivers, local policies/regulations, marketing, tourism, cultural and historic assets)

<u>Strengths</u>	<u>Weaknesses</u>
<ul style="list-style-type: none"> Business Attraction/Retention: Berlin is a designated Maryland Main Street, An Arts and Entertainment District, an Enterprise Zone, an Opportunity Zone and a UMD Sustainable Community. We also have our own Water and Utilities Departments and offer commercial trash pickup. We offer a Façade Improvement Grant to assist the property owners of historic buildings in our downtown. Health, Vacancies, Drivers, Policies, etc.: The Town has its own Economic & Community Development Department equipped with its own budget and 2 employees. This department is responsible for advertising the town events and shopping/dining district. This department acts as the liaison between the towns various historic attractions including our museum. Berlin partners and sponsors many non-profit organizations and helps promote their events. 	<ul style="list-style-type: none"> Aging infrastructure and water main breaks that happen during the busy tourist season is always an issue. Poor stormwater management allows for puddles that develop hindering adequate access; especially ADA access to sidewalks and crosswalks. Lack of parking during peak seasonal times in the summer and during events. Many historic commercial structures have no ADA accessibility. Would like to see more public art and increasing of art galleries. Maintain the historic appearance and structure of the downtown buildings.

<ul style="list-style-type: none"> • Economic Drivers: A vibrant downtown equals additional employment opportunities. Atlantic General Hospital has expanded and now employs 860 people. New businesses have opened providing more than 250 jobs just over the last few years. Plus, a new cancer center just recently opened. • We have our own welcome center for tourism and draw thousands of people to our downtown during the busy tourist season. We print nearly more than 50,000 downtown maps per year. • Strong local partnerships to promote economic growth with Berlin Chamber of Commerce and other local sponsors. • Low commercial vacancy rate in downtown business district • State designated Arts & Entertainment District is active and vibrant, with a strong Arts & Entertainment Committee that runs 2nd Friday Art Strolls, mural installation • Won 20 awards in past 5 years for Town promotion and events • Town maintains a list of and relationships with businesses looking to locate in Berlin • Historic Architecture is a tourism driver. 	
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Desired Outcomes and Progress Measures →	Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Improve water and sewage infrastructure</p> <p>Progress Measures: Linear feet of replaced piping</p>	<p>Strategy A: Repair water main in downtown area prior to tourist season</p> <p>Action 1: Develop cost estimates, maintenance/repair schedules, funding options, and a preliminary plan to complete water main repair and plan for the future</p>	<p>MDOT, DHCD, DNR</p>
<p>Outcome 2: Maintain attractive and business-friendly Main Street</p> <p>Progress Measures: Main Street beautification, high attendance at Main Street events, Façade Improvement grants distributed</p>	<p>Strategy A: Continue the Town’s Façade Improvement program and downtown beautification efforts to include offering grant opportunities for portable ADA accessible ramps.</p> <p>Strategy B: Promote Town as a destination for artists to live and work in Arts & Entertainment District.</p> <p>Action 1: Work with Arts & Entertainment Committee to develop strategies to attract artists</p> <p>Strategy C: Promote tourism via a continued strong social media presence, Town ambassador program to greet and orient tourists and visitors, and calendar of heritage programs like walking tours, brochures and maps, ghost tours, and the Calvin B. Taylor museum.</p>	<p>DHCD, Berlin Chamber of Commerce, Arts & Entertainment Committee, Maryland State Arts Council, Maryland Tourism, Chesapeake Ghost Tours.</p>

<p>Outcome 3: Increased mixed use space in downtown</p> <p>Progress Measures: Square feet of commercial or office space developed, new businesses attracted, existing businesses retained</p>	<p>Strategy A: Continue to support mixed-use developments in the downtown</p> <p>Strategy B: Implement marketing and outreach efforts to attract developers to downtown by use of networking, social media, real estate agents, etc.</p>	<p>Berlin Chamber of Commerce, realtors</p>
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Transportation

(Transportation strengths and weaknesses can include 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, road conditions)

Strengths	Weaknesses
<ul style="list-style-type: none"> Proximity to US 50 and US 113. Both are major highways. US 50 leads to Ocean City and US 113 is the major North-South highway. Regional Accessibility: 10 miles from Ocean City Maryland, Assateague National and State Parks. Salisbury Airport is 19 miles away. ShoreTransit bus service to employment center in Salisbury 	<ul style="list-style-type: none"> Limited connectivity to other parts of the county via public transportation Lack of public transportation to employment opportunities Lack of non-auto transportation networks, including bike and pedestrian trails Recent parking study indicates that downtown is in need of greater capacity, especially on event days. Town gateways along State highways are unattractive and fail to express the Town's identity and value.

Desired Outcomes and Progress Measures →	Strategies and Action Items →	Implementation Partners
<p>Outcome 1: Adding parking opportunities in downtown</p> <p>Progress Measures: Increased parking available</p>	<p>Strategy A: Implement recommendations of recent parking study and identify locations for long-term parking expansion in downtown</p> <p>Strategy B: In the short term, collaborate with local churches and fire company to provide use of their lots on event days</p>	<p>State Highway Administration; Davis, Bowen & Friedel, Department of Natural Resources Department of Housing & Community Development</p>
<p>Outcome 2: Increase non-automotive transportation opportunities within the Town of Berlin</p> <p>Progress Measures: Increased linear feet of non-automotive pathways, increased non-auto shuttle options</p>	<p>Strategy A: Commission downtown transportation study and implementation plan including transit, bike, and pedestrian networks throughout Town</p> <p>Strategy B: Increase bike lanes across the town using recently received Bikeways Grant to survey, design, and fund bike path in downtown.</p> <p>Strategy C: Explore funding possibilities for downtown circulating shuttle service</p>	<p>DHCD, MDOT, DNR, SHA</p>

<p>Outcome 3: Improve Town gateways</p> <p>Progress measures: Funding secured for Town gateway improvement projects</p>	<p>Strategy A: Continue collaboration with SHA and MDOT to implement aesthetic improvements to Town gateways</p> <p>Action 1: Find partners who can assist with plan and design for Town gateway improvements</p>	<p>SHA, MDOT</p>
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Housing

(Housing strengths and weaknesses can include affordability, homeownership vs rental, housing stock diversity, housing condition and value, housing programs, foreclosures, residential vacancies, property values, home sale values)

Strengths	Weaknesses
<ul style="list-style-type: none"> Property values have risen, spurring remodeling of existing properties. The Town of Berlin added a lease to own development that consists of 45 units. Concept of this development is to encourage home ownership. New 44-unit single family rental home development by Habitat America and other partners opened in 2017, providing expanded affordable housing in the Town. Planning Commission recently approved 34 rental townhouse/apartment units for development, 21 of which are ADA accessible. Apartment vacancy rate is low. At the current time there appears to be no issue(s) with people having to leave their homes. 	<ul style="list-style-type: none"> Lack of affordable housing within the Town. This was determined in our 2010 Comprehensive Plan. Lack of overall variety of housing stock within the Town Aging buildings and facades always present challenges. For single family housing aging infrastructure does not present any problems/issues. For commercial building we offer matching grants up to \$10,000, assuming funds are available. We strongly encourage businesses to apply for these grants. For apartments in Town. In the last 4 years 250 apartment dwelling units have been remodeled (interior and exterior) to like new condition. We have had 264 new units built since 2017. New units to be built in the next 12 months will exceed 84 units. There are many apartment units that are scheduled to be renovated in the next 12 months. Lack of sufficient parking in the downtown for planned commercial/residential developments.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Increase the stock of affordable housing as recommended in 2010 Town comprehensive plan</p> <p>Progress Measures: Number of affordable housing units</p>	<p>Strategy A: Develop an implementation plan for continuing to execute affordable housing recommendations in 2010 comprehensive plan</p> <p>Action 1: Find partners to execute affordable housing plan and development</p> <p>Strategy B: Continue to support artist housing and gallery project in downtown in partnership with Habitat for Humanity by exploring funding alternatives.</p> <p>Strategy C: Add housing element to forthcoming comprehensive plan update</p>	<p>Town staff, Osprey Development, DHCD, Habitat for Humanity</p>

<p>Outcome 2: Increase the variety of housing within the Town of Berlin</p> <p>Progress Measures: Increased typologies of housing within the Town borders</p>	<p>Strategy A: Consider options to adapt and reuse vacant space as housing</p> <p>Strategy B: Conduct feasibility study of installing “Granny Flats” on available properties, including analysis of zoning changes needed, and locations for units.</p> <p>Strategy C: Continue to support and promote development of 34 rental townhouse/apartment dwellings recently approved by Planning Commission</p> <p>Strategy D: Improve quality of existing housing stock by continuing residential façade improvement program</p>	<p>DHCD</p>
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Quality of Life

(Strengths and weaknesses can include crime, socio-economic demographics, educational opportunities, museums, libraries, historic and cultural assets, civic amenities, faith-based organizations, economic health of households, sense of place, etc)

Strengths	Weaknesses
<ul style="list-style-type: none"> The Calvin B. Taylor History Museum is open during the summer and offers a variety of concerts and events. We have events during our Spring, Summer and Fall months with an emphasis on the holidays. Town has ten churches, one masonic lodge, and two American Legion Posts with active memberships Our Germantown School Heritage Community Center is a rehabilitated historic African American School which now hosts a variety of educational and fun events. Local churches, nonprofits, and County social services like Worcester Youth and Family Services, the Spirit Kitchen, and Diakonia provide resources, and meals for those below the poverty line. New police station recently constructed. 	<ul style="list-style-type: none"> Median household income is lower than Worcester County; approximately 13% of families live below the poverty line according to recent census data. Police officer capacity is inadequate to achieve desired public safety. Police Department has been more creative with scheduling and more involved with out sister agencies. In working with our surrounding agencies we have built good relationships and are able to rely on one another for more and also share resources. The Berlin PD is in the process of recruiting new officers to be enrolled in the Eastern Shore Police Academy. There are only 2 classes per year, so when a new officer is hired there is a 6 month academy and then a number of months after the academy before a new officer is fully certified.

Desired Outcomes and Progress Measures	Strategies and Action Items	Implementation Partners
<p>Outcome 1: Enhance existing historic and cultural assets and civic amenities</p>	<p>Strategy A: Increase attendance at Calvin B. Taylor History Museum</p> <p style="padding-left: 40px;">Action 1: Promote the Museum through our staffed visitor center, Town social media, wayfinding signage, and other channels</p> <p style="padding-left: 40px;">Action 2: Include museum tours during town events.</p>	<p>DHCD, DNR, Museum and Visitor Center, Lower Eastern Shore Heritage Area</p>

<p>Progress Measures: Monitor headcounts at the park, completed community center, active participation in community events and programs at the center</p>	<p>Action 3: Explore feasibility of grant for museum marketing and promotion from Lower Eastern Shore Heritage Area</p> <p>Strategy B: Pursue feasibility and next steps to support the completion of the intergenerational community center on Flower Street</p> <p>Action 1: Develop needs assessment and implementation plan for community center</p> <p>Action 2: The Town is working with the Berlin Community Improvement Association (BCIA) to acquire the property where the current community center is located. There is an issue with who owns a specific plat of land. Once this is resolved this land will be deeded to the Town. Once the land is deeded to the Town then plans may be developed to construct a new Community Center.</p>	
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Local Planning and Land Use

(Strengths and weaknesses in the local planning and land use subject area include but are not limited to zoning, land use, policies, taxes and fees, historical patterns of development, lot sizes and shapes, etc)

Strengths	Weaknesses
<ul style="list-style-type: none"> Town rental license ordinance requires better oversight of rental property maintenance. Commercial architectural design guidelines maintain local character in downtown Wastewater capacity can support redevelopment and infill projects in Town Strong Comprehensive Plan in place to guide infill development. 	<ul style="list-style-type: none"> Available wastewater capacity creates significant annexation and development pressure on the Town compared to surrounding area.



<p>Outcome 1: Promote desired land uses in downtown focused on infill development.</p> <p>Progress Measures: Increase in infill development</p>	<p>Strategy A: Assess next steps to encourage infill residential development according to Comprehensive Plan update.</p> <p>Action 1: Form workgroup to assess barriers to infill development and develop incentives and fee waiver programs to promote development on the identified sites</p> <p>Action 2: Identify priority infill development areas. We have been addressing the issue with in-fill lots and significant activity has occurred in the past 5 years. Currently there are approximately 40 vacant single family lots. Five years ago there were approximately 100 vacant lots.</p> <p>Strategy B: Assess staffing needs to implement soon-to-be-adopted resiliency element.</p>	<p>Local residents, committees, DHCD</p>
<p>Outcome 2: Develop comprehensive plan housing element</p>	<p>Strategy A: Identify housing priorities and consider capacity needed to produce a thorough housing element in the upcoming comprehensive plan update</p> <p>Strategy B: Do a reevaluation of the growth areas. Focus is where do we put commercial growth. Plan is to focus on the outlining areas and along major highways (US RT 50, US RT 113 and MD RT 346)</p>	<p>MDP</p>

SIGNATURE LETTER

On behalf of [INSERT *Applicant local government full name*], I hereby approve the application for renewal of the Sustainable Communities designation for [INSERT *Sustainable Community Name*]. I understand that the Disclosure Authorization and Certification from the original Sustainable Communities application continues to apply to the applicant local government, and as such the applicant agrees that not attaching an objection constitutes consent to the information being made available to the public, and a waiver of any rights the applicant may have regarding this information under Maryland's Access to Public Records Act, State Government Article, Section 10-611 et seq. of the Annotated Code of Maryland.

I also confirm that I am named or a former holder of my current title is named as an authorized official for the Sustainable Communities designation for my local government in the Local Government Authorization submitted with the original application.

Authorized Signature

Jeff Fleetwood/ Managing Director

Type Name and Title

April 24, 2019

Date